

QUOTE

"Every adult needs a child to teach; it's the way adults learn."
—Frank A. Clark

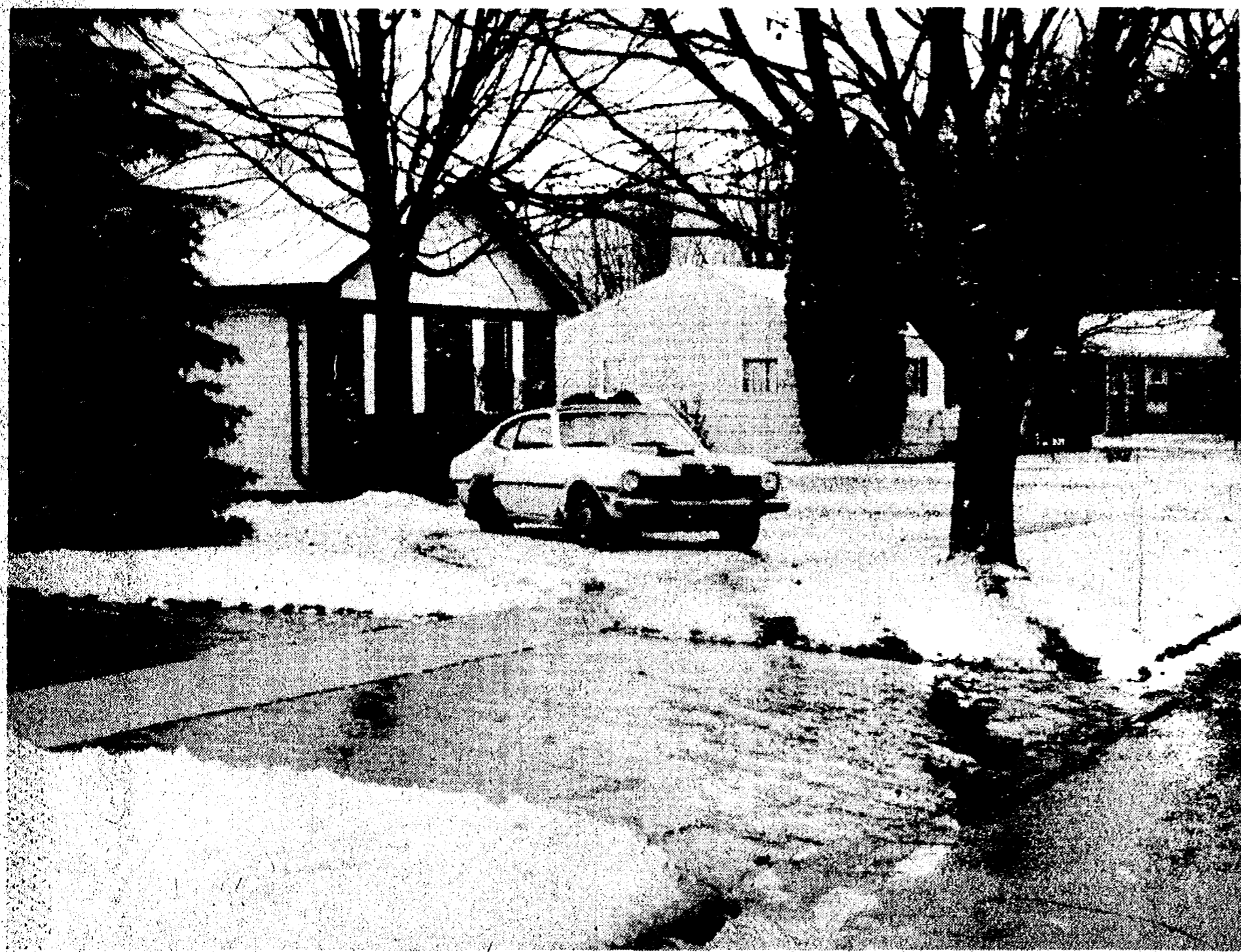
The Chelsea Standard

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ONE HUNDRED-FIFTEENTH YEAR—No. 26

CHELSEA, MICHIGAN, WEDNESDAY, NOVEMBER 27, 1985

20 Pages This Week 2 Supplements



CHELSEA RESIDENT Geno Coltre was killed last Friday when the car above, driven by a 16-year-old boy, skidded out of control and hit Coltre as he was shoveling snow off his driveway on Flanders St. The impact knocked Coltre back to the side of the pine tree. Coltre

died at the University of Michigan Hospital early Friday evening. The youth was driving without a licensed driver in the car, which is against Michigan law. Authorities are seeking a charge of negligent homicide against the boy.

Skidding Auto Driven Illegally By 16-Year-Old Fatally Injures Retiree

A 16-year-old Chelsea boy, driving illegally by himself with a learner's permit, struck and killed Geno G. Coltre last Friday afternoon as the man was shoveling snow at the foot of his driveway at 755 Flanders St.

Coltre, 69, died of head injuries at 5:36 p.m. at University of Michigan Hospital, a little more than two hours after the accident.

The Chelsea police and fire departments, and the Washtenaw County Sheriff's Department all responded to the accident at approximately 3:10 p.m.

According to police, the youth was driving a 1973 Mercury Com-

et at a high rate of speed south on Flanders St., about 200 feet north of Wood St. When he suddenly applied his brakes, the car skidded off the road and struck Coltre and a tree simultaneously, knocking Coltre back into the yard about 25 feet, next to a pine tree, between his house and a neighbor's. Upon hitting the tree, the car turned completely around.

As of press time, authorities were seeking a charge of negligent homicide against the youth. If a warrant is authorized, the youth will be petitioned to Washtenaw County Juvenile Court due to his age.

Police said the use of alcohol was not believed to have contributed to the accident.

The boy was not injured. He was questioned by police and released to the custody of his parents.

Coltre was a member of the First Congregational Church of Chelsea, the Chelsea Rod and Gun Club, and the Clinton Masonic Lodge No. 175 FA&M. He was an avid hunter and fisherman.

He is survived by his widow, Mary Ann, two sons, William and Craig, and one brother and one sister.

Downtown Development Authority Board Named In Village Council Action

Twelve Chelsea businessmen and women were officially appointed as the first board of the Downtown Development Authority last Tuesday at the regular meeting of the village council.

Named to the board were Bob Merkel, of Merkel's Home Furnishings; Jack Winans, of Vogel's and Foster's; Dr. Ron Bledron, a Chelsea dentist; John Mitchell, of Staffan-Mitchell Funeral Home; Mark Heydlauff, of Heydlauff's, Inc.; Paul Frisinger of Frisinger-Pierson Realtors; Laurel Smith, owner of Dayspring Gifts; Bill Bott, vice-president and branch manager of the Chelsea branch of Citizens Trust Bank; Judy McArthur of Chelsea Cleaners; Joe Merkel, Chelsea village councilman; and Marty Tobin, member of the village planning commission.

Tobin and Merkel were appointed, in part, to fill a legal requirement that a village council member and member of the planning commission be appointed. The first seven people mentioned above fulfill the requirement that a majority of the board have an "interest" in property in the downtown development district.

The chairman of the board will be elected by the board. Of the initial board members, an equal number, or as close to it as possible, have to serve one, two, three, and four year terms. After their initial terms, the successors from then on serve four-year terms.

The power to establish a DDA was established by state law. It is, generally speaking, a tool to

"correct and prevent deterioration" in the development district, which is roughly the downtown business area. Some private residences fall within the DDA.

The DDA has several options open to it for raising money. Perhaps the most drastic is the ability to collect an additional two mills in taxes, with the approval of the village council, from businesses within the development district. It can borrow money through bonding, use proceeds from a special development district created by law; accept donations, act as a landlord;

and use tax increment financing, which is a way of using the additional proceeds from land when the state equalized valuation rises.

The DDA can also hire a director and secretary and fix their compensation, and retain legal counsel.

Other powers include the abilities to acquire or construct public facilities, to develop long range plans with the planning commission, and to plan and propose renovation of an existing building.

Council Hires Assistant Administrator, Raises Administrator's Salary

Lee M. Fahrner, 38, of Pinckney will become assistant village manager as of Jan. 1.

A two-year contract, calling for \$35,000 in 1986 and \$36,000 in 1987, was approved by the village council at its regular meeting last Tuesday.

It was not a unanimous approval. Councilmen Richard Steele and Jim Finch voted no, while Stephanie Kanten, Herman Radloff, Joe Merkel, and Mac Fulks voted for it.

Fahrner, a civil engineer with Washtenaw Engineering Co., Inc. of Ann Arbor, the village's consulting engineering firm, is a 1966 graduate of Chelsea High school. He has relatives in town.

Fahrner has been employed by Washtenaw Engineering since 1971, when he graduated from the University of Michigan with a bachelor's degree in civil engineering. He became a registered professional engineer in 1975. He is also working on his master's degree in business at Eastern Michigan University in the evenings and is about "one-quarter" finished.

Fahrner, as a consulting engineer for the village, has worked on many village projects, including several of the street repaving jobs, and the design work for Dana park, the softball complex. In Ann Arbor, he was also heavily involved in the Fuller-Glenn project, the massive reworking of the roads behind the University of Michigan Hospital.

"I know Mr. Fahrner and he's an excellent person and I certainly have nothing against him," Steele said. "But the personnel committee only interviewed one person. I was told there were 14 applicants and they narrowed them down to three or four. I think all those three or four should have been interviewed."

Steele also said he was disappointed that the council at large had no say on the contract offered or the selection process.

Finch preferred that the village hire someone with less experience, "right out of school," who would have cost the village less money, and would not have required a starting salary higher than village administrator Frederick Weber.

At the same meeting, Weber's salary was boosted from \$32,000 to \$38,000 for next year. (See story this issue.)

Fahrner will report to Weber. Fahrner's contract is identical to the one approved for Weber, with the exception of compensation. He has all the same clauses concerning contract extension, termination of employment, and severance pay.

The personnel committee, consisting of Kanten, Merkel and Fulks, considered applicants with either public administration or engineering backgrounds. They settled on an engineer because they expect Fahrner's background to save the village money on both consulting fees and design work for future construction projects, especially the new \$4.5 million wastewater treatment plant. The committee also said they hope Fahrner will be able to replace Weber once the administrator retires, which may be in about five years. They said the experience he gains over the next few years, plus his business administration degree, will help him prepare for handling the administration end of the job.

Village President Jerry Satterthwaite said that Fahrner would likely be active in promoting the industrial park, and would handle liaison work between the village planning commission and people with potential projects for the village.

Fahrner said that "if everything works out well," he and his wife, Mary, son, Christopher, and daughter, Stacey, would probably move back to the village.

Auditions Slated For Winter Comedy

Auditions for the Chelsea Area Player's winter comedy, "You Know I Can't Hear You When the Water's Running," take place Sunday, Dec. 8, at 1:30 p.m. in the Chelsea High School Auditorium.

This champagne and dessert presentation will consist of four one-act plays: "The Shock of Recognition"; "The Footsteps of Doves"; "I'll Be Home for Christmas"; and "I'm Herbert."

Maximum casting for all plays is seven men and six women.

In "The Shock of Recognition," a playwright tries to convince his producer that in his upcoming new play, a man should appear nude on stage. The producer is highly uncomfortable at all prospects of this, and with the help of a gauky, insecure actor and the producer's none too innocent secretary, attempts to point out in a hilariously human way, ways to avoid actually showing an actor in the buff.

"The Footsteps of Doves" takes place in a furniture store, where a married couple of 25 years discuss with an obnoxious salesman the prospect of buying

two single beds and turning in their old brass bed because the wife's doctor suggests that two singles would be better for her back.

Enter a young woman shopping for her first double bed, who relays the story of her recent divorce, in which her husband and she never slept in the same bed. What ensues is a touching confrontation between the changing hands of the old brass bed.

"I'll Be Home for Christmas" is an easily empathetic play in which a husband and wife discuss the sexual awareness of their college aged son and daughter. The conversation brings out the idiosyncrasies and fears about their marriage and life together.

An hilarious conclusion to "You Know I Can't Hear You When the Water's Running" is the short one-act entitled "I'm Herbert," a farcical look at a very old couple who cannot seem to get straight exactly which spouse of their many previous marriages each is speaking with. This play, as do the others in the series, touches

on a related action, the council also approved a two-year contract for Lee Fahrner, a civil engineer with Washtenaw Engineering Co., Inc., to become the assistant village administrator at \$35,000 for 1986 and \$36,000 for 1987. (See story this issue.)

"I thought the price was excessive," said Steele. "It was a heck of a raise for one year. And the council didn't have any input into it. The first I knew about it was when I received my council

(Continued on page five)

Village Cuts Electric Costs With MPPA

Village officials hope Chelsea will be able to save almost \$30,000 annually in electrical costs through a plan devised by the Michigan Public Power Agency (MPPA).

The village council formally approved for the village to sign up for the program at its regular meeting last Tuesday.

The plan calls for Chelsea to buy some electricity during its peak usage hours from the Lansing Board of Water and Light instead of Consumers Power and other sources. The peak hours are from 10 a.m. to 9 p.m. on weekdays. The savings are expected to amount to \$5 per kilowatt, as the power would cost approximately \$6 per kilowatt. Normal costs are about \$11 per kilowatt. The savings are expected to be greatest in July and August when air conditioners are in heavy use. Savings in those months alone are expected to be \$5,000 each month.

Chelsea would buy about 5,900 kilowatts in the plan throughout the year, beginning Jan. 2. The electricity would be transmitted via Consumers Power equipment. The contract signed was for one year.

Academic Games Team 4th in Tourney

Chelsea Academic Games team went to Detroit Cass Technical High school for their second tournament. The team scored a total of 70 points out of 100 which was good for a fourth-place finish out of 15 teams. The team has been practicing twice weekly on the game of Equations, solving various mathematical problems.

The team has also been starting to practice other games like Mr. Presidents, Current Events, and Eurocard. These games will be played at the national tournament held at Eastern Michigan University in March.

Games coach Dennis Petsch has just returned from a games seminar held in Pinckney by Layman Allen the son of inventor of Equations game. The Lions and Lioness Clubs both contributed to financing the cost of the seminar.

Village To Build Storage Barn For Equipment

The village will build a 44' by 60' pole barn for the storage of village vehicles and equipment behind the village garage at 440 North St.

The village council voted at their regular meeting last Tuesday to spend no more than \$12,000 (Continued on page four)

Thanksgiving Eve Service Slated At Zion Lutheran

The Ecumenical Community Thanksgiving Eve Service will be held at 7:30 p.m. Wednesday, Nov. 27, at Zion Lutheran church, 3050 S. Fletcher Rd. (at the intersection of Waters Rd.).

Participants for the service will include the clergy representing the Chelsea Ministerial Fellowship: the Rev. T. B. Thodeson, the Rev. J. Gibbon, the Rev. E. Koch and the Rev. J. Morris.

Hymns of thanksgiving will include "We Praise You, O God," "God of Our Fathers," "My

Country, 'Tis of Thee," and "America the Beautiful."

The Zion Lutheran church's senior choir will sing a "Canticle of Thanksgiving," by Dale Wood. Zion's Joy-makers will sing "Praise God."

Organist Mrs. R. E. Goodson will play as prelude, "Now Thank We All Our God," by Karg-Elert; during the offertory, "Moderato," by Telemann, and for the postlude, "We All Believe in One True God," by Bach.

The children's lesson will be given by the Rev. Koch, and the sermon by the Rev. Morris. The topic selected for his sermon is "Come, Visit Our Tables, Castles and Stables."

Scriptures and prayers will be led by other sharing clergy.

The Thanksgiving offering will be totally given to alleviate world hunger.

"All members of the Chelsea area community are cordially invited to attend as special thanks are raised to God for his abundant blessings," say the participating clergy members.

Hospital Patients May Have Guest For Thanksgiving

Chelsea Community Hospital is preparing its special Thanksgiving meal for those patients who will need to spend the holiday in the hospital. Patients will be invited to ask a family member to join them for their noon Thanksgiving meal at no charge. The meal will include choices of roast turkey, candied yams, winter squash, cinnamon applesauce salad, mince-meat pie and pudding parfait.

Noon meal hours are from 11 a.m. until 1:30 p.m. Guests will be served from the cafeteria line.

The holiday season is a special time for everyone and the hospital hopes to make the season a little brighter for those receiving care during that time.



THE GIFT OF A PORTABLE LECTERN and speaker system was given by the Chelsea Community Hospital Auxiliary to the hospital recently. The gift, accepted by assistant administrator Kathleen Griffiths, left, from auxiliary president Gloria Mitchell, was worth \$5,000. The auxiliary is a volunteer organization that raises money for worthwhile projects to benefit the hospital.

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JUST REMINISCING
 Items taken from the files of The Chelsea Standard

4 Years Ago . . .

Tuesday, Nov. 24, 1981—
 E. Jay Hopkins, Lyndon township planning commission chairman, was presented a plaque by John Hurd, supervisor of the township, in appreciation of more than 12 years of service on the planning commission, Thursday, Nov. 12. A reception followed the meeting at which the presentation was made, Hopkins' last meeting as chairman. He remains to serve the township as chairman of the board of appeals.
 Mrs. Daniels' third grade Pilgrims gathered with the Indians for a bit of traditional Thanksgiving comradeship last week at South school. Participating in the play were Adam Hodge, Matt Steinaway, Chris Craig, Jenny Risner, Kate Dilworth, Amy Everett, Jimmy Hassett and Danny Olberg.
 Election results for 1982 Knights of Columbus Auxiliary officers were announced this week, following the Nov. 12 meeting. They include Eileen Gondek, president; Julie Modrzewski, vice-president; Joyce Manley, secretary; Barbara Phelps, treasurer. Installation ceremonies were held during January.
 Cub Scout Pack 435 will go Christmas carolling at the Chelsea Methodist Home Dec. 19.
 Dr. R. P. Howe of Chelsea was inducted into active membership in the American Association of

Orthodontists and the Great Lakes Society of Orthodontists at the Society's annual conference in Honolulu, Hawaii recently.

14 Years Ago . . .

Thursday, Nov. 25, 1971—
 Chelsea residents once again sent their Community Chest over the top.
 Contributions and pledges to the 1972 campaign now total \$28,062.20, approximately .2 percent more than the \$28,007 goal, with money and pledges still coming in, said James Hoffmeyer, chairman.
 The long-awaited blinker light for the corner of M-52 and Old US-12 was installed Wednesday, Nov. 17, after several years of struggle.
 According to Chelsea village clerk Richard Harvey, the Michigan state highway department turned down Chelsea's initial request for a light at the corner, following a state traffic survey several years ago.
 Last Wednesday night, approximately 70 people, representing eight area townships and the villages of Chelsea and Manchester, gathered in Freedom Township Hall to discuss the possibility of forming a township level organization capable of fighting any proposals like that of the Mill Creek Park, which are opposed in the township structure, but not at the county level.

24 Years Ago . . .

Thursday, Nov. 30, 1961—
 Portage Trails Boy Scout Council President Jack R. Doidge has announced a meeting to be held at Bates Elementary school library in Dexter, at 8 p.m. Thursday, Nov. 30, for the purpose of organizing a fourth district of Portage Trails Council
 (Continued on page six)

WEATHER
 For the Record . . .

	Max.	Min.	Precip.
Wednesday, Nov. 20	31	22	0.00
Thursday, Nov. 21	34	22	0.29
Friday, Nov. 22	32	22	0.21
Saturday, Nov. 23	30	22	0.12
Sunday, Nov. 24	29	23	0.00
Monday, Nov. 25	28	21	0.32
Tuesday, Nov. 26	28	21	0.10

MICHIGAN MIRROR

By Warren M. Hoyt, Secretary, Michigan Press Association

Report Says Corrections Department Ignored Safety for Overcrowding
 Michigan's Department of Corrections allowed overcrowding concerns to overshadow public safety, violated state law in awarding good time to drug offenders and by reducing sentences of gun law violators, and inappropriately used halfway houses to reduce crowded conditions at state prisons, according to a report issued by the House Corrections Committee.
 The report, prepared in response to a September series by the Detroit Free Press, recommended that the state develop new policies dealing with community placement, abandon other policies allowing extended furloughs, that additional funds

be appropriated to cover extra parole and security costs, and that the emergency powers overcrowding act be limited, but not repealed.
 In 39 recommendations in the 30-page report, it suggested that the Legislature help create some of the problems faced by the corrections department.
 But it was sharply critical of the department, saying that it failed to recognize public perceptions of safety and complained that the department ignored some legislative recommendations.
 The department specifically violated state law on allowing good time for drug law violators, the report said.
 Good time is time reduced from a prisoner's sentence for good

behavior and current law permits only a total of five days a month for drug offenders but the department was allowing up to 22 days a month in good time for those persons.
 The department also violated the emergency powers statute, which permits a 90-day reduction in most minimum sentences when overcrowding is declared, the report charged.
 Prisoners given a two-year mandatory sentence were not intended to have their sentences reduced, the report said.
 The department was also criticized for using community placement in halfway houses as a method to relieve overcrowding. And when it did use halfway houses for overcrowding, it was "irresponsible" for not increasing security around those facilities for improving security, the report said.
 Other committee recommendations included:
 —The state use the emergency overcrowding act only in actual cases of emergency and limit the amount of time a prisoner's sentence can be reduced.
 —Increase funding to beef up security for community placement and improve parole supervision.
 —A sentencing guidelines bill be enacted by the Legislature and that an exit grid be developed to assist parole board officials in deciding to whom to grant parole.
 —Abolish an extended furlough program which allows prisoners to live at home. Also, those prisoners placed in homes should make daily contact with their parole officers instead of the current weekly contact. The state should also develop a policy that prepares all prisoners for re-entry into society instead of direct release into society.
 —The state should enact a disciplinary credits program, which would replace the good time process now granted some non-violent prisoners and make it easier for the state to withdraw that good time.
 In response to the committee report, Department of Corrections Director Robert Brown, Jr., said the department had to take "extraordinary measures" to avoid the consequences of serious facility crowding and noted that measures such as the emergency overcrowding act only artificially covered up the problem.
 Brown said the department's decision to use such temporary measures has been balanced between the inability to control

crowding while taking the necessary steps to limit the threat to public safety.
 The corrections official suggested the continued attention from the Legislature and the news media could result in a substantial increase in funding for valuable programs such as the state's halfway house program.
 "Perhaps now we can convince the citizens of Michigan that they can no longer drag their feet on acquisitions of prison sites," he concluded.

Dexter Area Historical Society
 ANNUAL
CHRISTMAS BAZAAR
 All Hand-Made Gift Items
SATURDAY, DEC. 7
 9 a.m. to 4 p.m.
SANTA WILL BE PRESENT
 from 11 a.m. to 1 p.m.
PRIZES WILL BE AWARDED
Dexter Area Museum
 3443 Inverness St., Dexter

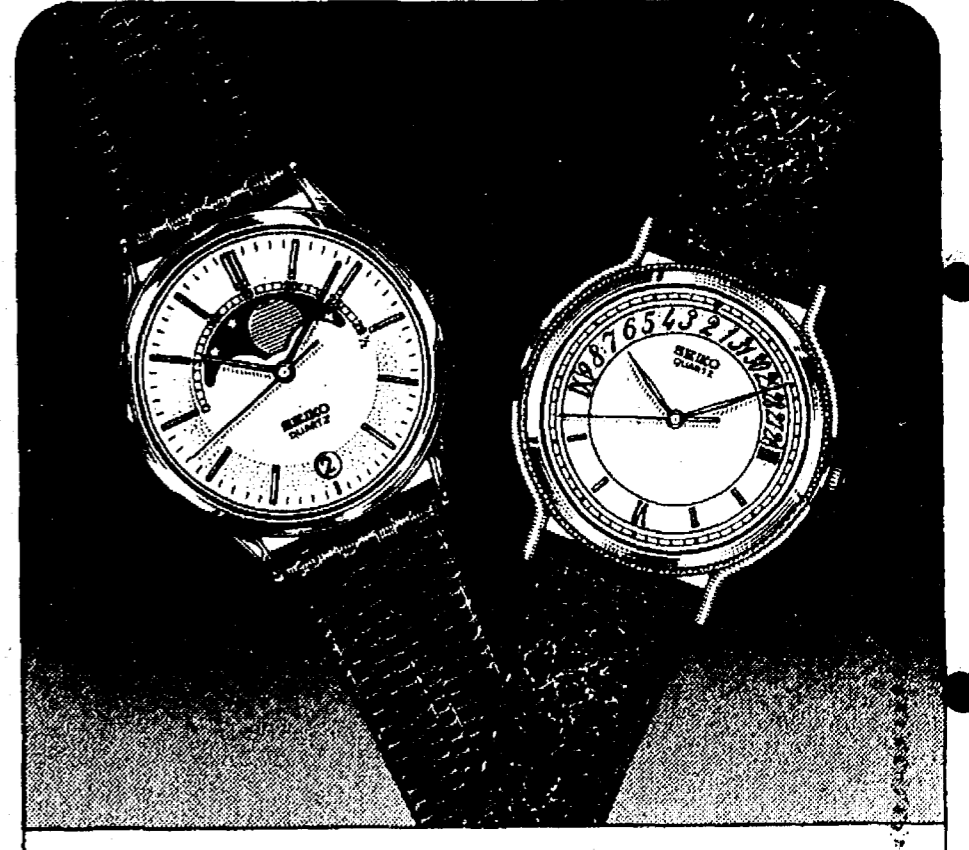
Uncle Lew from Lima Says:

DEAR MISTER EDITOR:
 The fellers were looking to Thanksgiving around the stove in the back of the country store Saturday night. The discussion reminded Zeke Grubb of the old lady who was counting her blessings. After thinking the situation up one side and down the other, she said she didn't have but two teeth in her head, but thank God they hit and she was able to git the job done with the tools at hand.

Zeke said this old democracy allus heads his thanks list. She is full of "yes, buts," he said, but fer all the buts she is far and away the best thing going. Just recent, Zeke had saw where a woman perfessor that spends part of the year in Mexico give up her American citizenship last year and now is trying git it back. You got to wonder, Zeke allowed, what business anybody with no more sense than that has got teaching college. People all over the world leave everthing, including wives and children, and risk the one thing they got left, their lives, to git here in hopes of being citizens. If that crazy perfessor can teach a lesson it's that being American is to precious to ever be took fer granted, was Zeke's words.

The fellers stood foursquare behind Zeke's endorsement. Bug Hookum, noted that while the woman perfessor was giving up her citizenship a Russian boy that refused to go home with his folks was becoming an American boy. But Bug come with another but. There's an American boy in West Virginia that expects to much of his country. He had saw where Paul Trout wants to be a Boy Scout on his terms. He don't believe in God and Boy Scouts do. At last report, Bug said, Boy Scouts was thinking of lowering the river instead of raising the bridge. Only in America, where people and governments trust everthing, even their money, to God, could so much leeway be

give to a boy to young to think fer hisself, was Bug's words.
 That is so, declared Clem Webster, because only in America does strength cause weakness. Fer instant, Clem said, the recent run on spying shows agin that freedom and secrecy is like cats and dogs. Russian spies can learn more about our defense and offense by subscribing to a dozen newspapers and magazines than they can find out about their own, Clem allowed, so there's no reason to expect our intelligence outfit to dig up as many secrets about them as they do about us. Clem had saw where an American Navy man is charged with espionage fer giving secrets to a British magazine. Spying fer the British fer free? You ain't got to wonder, Clem said, how far this case will git in courts that turn killers loose because they weren't read their rights before they showed where they dumped the bodies.
 Before Republican Ed Doolittle could git the floor, Clem went on to say he was especial thankful this year that we have only one attorney general's office to give fer this country. If Ed Meese is the best we can get fer the one we got, our legal system is in big trouble. Clem had saw where Meese told a magazine that suspects in crimes didn't deserve lawyers because they wouldn't be suspects if they weren't guilty of somepun. That kind of talk not only turbs the legal system in this country inside out, Clem said, it is a admission of guilt by Meese that was a recent suspect of selling political favors.
 Yours truly,
 Uncle Lew.



New from Seiko: the most exciting Date Watches in many a moon.
 Seiko's great technology leads to great design. The date and the phases of the moon on an elegant gold-tone circle with a supple lizard strap. The days of the month in a moving semicircle on a slim gold-tone watch with a grandfather-clock ambience. The strap is butter-soft brown peccary leather.
WINANS JEWELRY
 SEIKO AUTHORIZED DEALER

THANKSGIVING
Thoughts for Thanksgiving
 It's a day for thankfulness. It's a time for quiet remembrance of good things shared throughout the year. It's a happy day. We give thanks.
 Best wishes to all from
Staffan-Mitchell
FUNERAL HOME
 "Since 1862"
 124 PARK ST. PH. 475-1444
 John W. Mitchell, Owner-Director

10th ANNUAL KIWANIS CITRUS FRUIT SALE!
 Direct from the Groves in Sunny Florida
Tree-Ripened Florida Citrus Fruit
 Per Case 4/5 Bu. 1/2 Case
 ★ Navel Oranges \$16 \$8
 ★ Tangelos \$13 \$7
 ★ Grapefruit . . . \$12 \$6
 (White or Pink-Seedless)
 You may order all oranges - all grapefruit, or mixed, half and half.
 Five days before the citrus fruit is on your table it was hanging on a tree in sunny Florida. Truly fresh Florida citrus fruit.
YOU CANNOT BUY THIS IN ANY STORE!
 ORDER NOW! Receive the finest CITRUS FRUIT you have ever eaten . . . and help Kiwanis carry out their many community service projects.
 Place Orders With Any of the Following:
 CHELSEA PRO HARDWARE HEYDLAUFF'S PALMER FORD STATE FARM INSURANCE FRISINGER REALTY
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ORDER NOW - DELIVERY APPROX. DEC. 10

Botanical Gardens Lobby Sale Offers Christmas Items

Friends of the Matthaei Botanical Gardens will hold their monthly Lobby Sale on Saturday, Dec. 7 and Sunday, Dec. 8, from 10 a.m. to 4 p.m. at the Gardens, 1800 N. Dixboro Rd., Ann Arbor.

There will be items for everyone. In addition to the many items at the monthly lobby sales there will be plants, herb wreaths and arrangements, linen towels with herb designs, wooden containers with bird designs, botanical serving trays and napkins, wrapping paper, mulled wine mix, bouquet garni, herb mixes, wooden and hand-pointed birds, pottery, Berea brooms, pine needle baskets, cinnamon sticks, botanical Gardens T-shirts in child and adult sizes, tote bags, herb vinegars and much more.

Enjoy the December lobby exhibit which will feature seasonal decorations. Come to the Gardens and tour the Conservatory or walk the outdoor trails. The outdoor trails and lobby exhibit are free. For the Conservatory there is a fee of \$1; Senior Citizens 75+ and children 50+. The garden grounds are open from 8 a.m. to sunset. The inside exhibits are open from 10 a.m. to 5 p.m. Docents are available for guided tours. For reservations and further information please call the Gardens (313) 760-7060.

Although the Gardens and grounds are open seven days a week, please take special notice that it will be closed on Christmas and New Year's day.

Telephone your club news to 475-1371



Mrs. Roderick Nelson

Suzanne Hafer, Roderick Nelson Speak Vows in Birmingham, Ala.

Suzanne Lynn Hafer of Birmingham, Ala., the daughter of Mr. and Mrs. John E. Hafer of Werker Rd., was married to Roderick K. Nelson, son of Mr. and Mrs. Robert H. Nelson of Birmingham, on Oct. 5 at the First United Methodist church in Birmingham.

Dr. Ralph K. Bates performed the ceremony.

The bride wore a dress of candlelight silk taffeta with a fitted basque bodice and puffed sleeves. Her a-line skirt swept into a chapel length train. She wore a band of sateen roses at the back of her head, with a full-length veil of French illusion.

The matron of honor was Leigh Ann Hafer McCarter of Canton, sister of the bride. She wore a floor-length emerald green taffeta dress, featuring a scooped neckline highlighted by a double ruffle which framed the shoulders above puffed sleeves and low back.

The attendants, who wore identical gowns, were Andrea Nelson Pia of Birmingham, sister of the bridegroom, and Maire L. Ziemann and Susan Dennis Pitt, both of Mobile, Ala.

The best man was Robert Nelson, father of the bridegroom. Serving as ushers were Michael Anderton, Brian Pia, Richard Vincent and Randall Hayes.

A reception for 400 guests was held at Vestavia Country Club.

The newlyweds took a honeymoon trip to St. Thomas, Virgin Islands.

The bride is a graduate of Chelsea High school and the University of Alabama School of Nursing. She is employed as a surgical nurse.

The bridegroom is a graduate of the University of Alabama with a JD degree from the Birmingham School of Law. He is employed as a prosecuting attorney for Jefferson Co.

Correction . . .

The name of Patrick Taylor was omitted from the Beach Middle school 8th grade honor roll as published in the Nov. 20 issue of The Standard. Congratulations Patrick on your achievement.

Senior Citizens Nutrition Program

Weeks of Nov. 27-Dec. 6

MENU

Wednesday, Nov. 27—Roast turkey, dressing and gravy, mashed sweet potatoes, buttered peas, cranberry-relish garnish, pumpkin pie with whipped topping, milk.

Thursday, Nov. 28—Happy Thanksgiving! Chelsea Site closed today.

Friday, Nov. 29—Chelsea Site closed. Center closed both Thursday and Friday also—floors being refinished!

Monday, Dec. 2—Spaghetti with meat sauce, tossed salad, French bread, applesauce, milk.

Tuesday, Dec. 3—Liver and onions, hash brown potatoes, buttered peas, whole wheat bread and butter, tapioca pudding with raisins, milk.

Wednesday, Dec. 4—Roast beef with gravy, buttered carrots, calico slaw, bread and butter, fruit cocktail, milk.

Thursday, Dec. 5—Sweet and sour pork, rice, green beans, citrus salad, cookies, milk.

Friday, Dec. 6—Barbecued chicken, buttered corn, tossed salad, muffin with butter, fruited orange Jell-O, milk.

ACTIVITIES

Wednesday, Nov. 27—

9:30 a.m.—Cards—pinochle; 4-and 6-handed euchre; also, dominoes and triominoes, break for lunch but play continues until 4 p.m.

9:30 a.m.—Needlepoint, knitting and crocheting—individuals enjoy coffee hour while working on their needlework; individuals often share their expertise.

10:00 a.m.—Ceramics.

1:00 p.m.—Fitness.

1:00 p.m.—Bowling.

Thursday, Nov. 28—

Center closed for the holiday.

Friday, Nov. 29—

Center remains closed, floors being refinished.

Sunday, Dec. 1—

Eastern Caribbean Cruise people depart, return date is Saturday, Dec. 7.

Monday, Dec. 2—

9:30 a.m.—China painting.

9:30 a.m.—Cards—pinochle;

4-and 6-handed euchre; also, dominoes and triominoes, break for lunch but play continues until 4 p.m.

9:30 a.m.—Needlepoint, knitting and crocheting—individuals

enjoy coffee hour while working on their needlework; individuals often share their expertise.

11:00 a.m.—Attorney, Wilson Norcross, will be at the Chelsea

Senior Center today to talk about "Living Wills." He is available to give legal advice to individual seniors at no charge. Seniors, he will help you write your will.

1:00 p.m.—Bingo.

Tuesday, Nov. 3—

9:30 a.m.—Art class.

9:30 a.m.—Cards—pinochle;

4-and 6-handed euchre; also, dominoes and triominoes, break for lunch but play continues until 4 p.m.

9:30 a.m.—Needlepoint, knitting and crocheting—individuals

enjoy coffee hour while working on their needlework; individuals often share their expertise.

10:00 a.m.—Crafts group meets for the ninth of 10 weeks with Sharon Hunt from WCC, currently making Santa Claus and Chimney ornament, paper angels, and the soft sculpture Mr. and Mrs. Santa Claus refrigerator magnets.

10:30 a.m.—Blood pressure checks by the nurse, in cooperation with Chelsea Family Practice Center.

11:00 a.m.—Carole Lapidus from Ann Arbor's Housing Bureau for Seniors will be at the Chelsea Senior Center today to

assess needs for senior housing in this area. Anyone having concerns on this subject, please do come in and make them known to Mrs. Lapidus.

1:00 p.m.—Euchre.

Wednesday, Dec. 4—

9:30 a.m.—Cards—pinochle;

4-and 6-handed euchre; also, dominoes and triominoes, break for lunch but play continues until 4 p.m.

9:30 a.m.—Needlepoint, knitting and crocheting—individuals

enjoy coffee hour while working on their needlework; individuals often share their expertise.

10:00 a.m.—Ceramics.

1:00 p.m.—Fitness.

1:00 p.m.—Bowling.

Here are three special notes from Arlene Larson, supervisor of the Chelsea Senior Nutrition Program, of interest to the seniors:

1) "It is getting to the time of the year when I need to remind you that when the school closes because of a snow day, the nutrition program will also be closed, and no lunches will be served. This applies to snow days only. School vacation days do not affect the program.

2) "Please note, we will be closed for the nutrition program, Dec. 24, 25, 26, 27, as well as Dec. 31 and Jan. 1. There will be no lunches served on these days.

3) "The Chelsea Nutrition Site is open from 9:30 a.m. to 1:30 p.m. most weekdays. Please make reservation one day in advance whenever possible."

Cinema Seniors Meeting Dec. 10

Cinema Seniors, sponsored by University of Michigan Medical Center's Turner Geriatric Services, is a group for seniors who enjoy movies and would like the companionship of others who share this interest. The group will meet at Turner Clinic at 11:30 a.m. on Dec. 10 and travel by taxi or carpool to a movie of their choice. The special \$1 rate for the movie will be available. If time allows, the option of meeting for a small snack or lunch is possible. Please call 764-2556 for more information or to sign up.

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Speaker Will Address Women's Attitudes Toward Fitness

Liz Burt, triathlete and competitor in the Iron Man Triathlon and co-director of Body Image exercise program, will speak on "The Observations of a Late Bloomer Towards Fitness." She will explore women's attitudes towards fitness and competition at a meeting of the Intergenerational Women's Group from 10 a.m. to 12 noon, Thursday, Dec. 5 at the University of Michigan's Turner Geriatric Clinic, 1010 Wall St., Ann Arbor. The group would like to welcome new women of all ages.

For further information, call 764-2556.

Women's Health Lecture at Hospital Filled to Capacity

The first in a series of five women's health lecture topics, "PMS—Premenstrual Syndrome and You," was held at Chelsea Community Hospital on Wednesday, Nov. 20. More than 250 women attended this lecture given by Frances Couch, M.D. A second lecture on the same topic was scheduled for Dec. 11 to handle the number of women who were unable to attend the first lecture due to the capacity enrollment.

Chelsea Community Hospital has identified this and other areas of women's health as having a need for education and services. Four other lectures on topics ranging from nutrition to sexuality, including menopause, have been scheduled for the 1985-86 Women's Health Series.

For more information about the series call 475-1311, extension 390.

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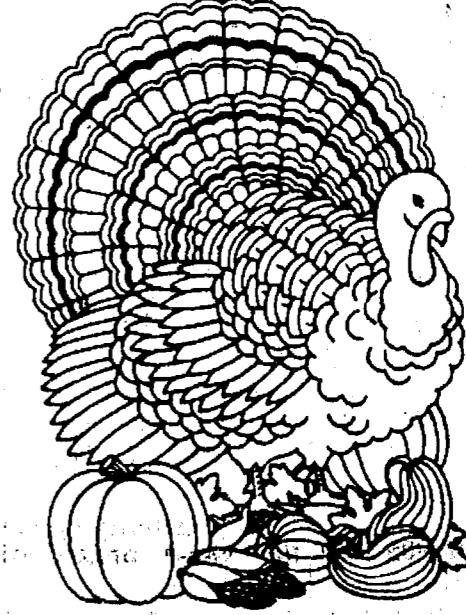
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Health Center Sponsoring Smoke Stopper Sessions

Catherine McAuley Health Center will sponsor free one-hour Smoke Stoppers sessions Monday, Dec. 2, and Tuesday, Dec. 3, at 7 p.m. in the Education Center at St. Joseph Mercy Hospital, Ann Arbor.

The free sessions will illustrate a comprehensive approach to controlling smoking, focusing on techniques to manage eating, stress and other factors directly linked to the smoking habit.

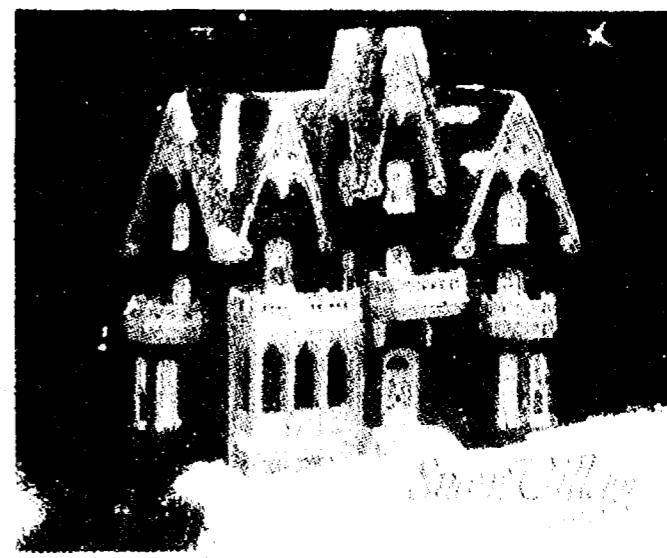
Participants at the introductory sessions may register for the comprehensive five-day Smoke Stoppers program at the sessions, or by calling 572-3675.

St. Joseph Mercy Hospital is a unit of Catherine McAuley Health Center in Ann Arbor.

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Chelsea Charms Take Four State Championship Titles

The Michigan NBTA (National Baton Twirling Associations) held their 1985 state championships in Lakeview Saturday.

Members of the Chelsea Charms Baton Corps took state titles in four events and placed in the top in 12 categories.

Continuing her winning streak in modeling was 12-year-old Laurie Honbaum into the state modeling queen title. She was also runner-up to the international champion and the state two-baton champion.

Ten-year-old Heather Wynn won her first state championship by defeating 15 contestants and winning the state solo title. Runner-up to Heather Wynn was Linda Schaffer (9) taking the second-place state trophy.

Young men's national champ, five-year-old Winston Howard, was named the boys 0-6 state champion.

The multi-talented dance twirl team "The Electro-Shockers" won the state team division by a landslide score. The team consists of Chrissy Dunlap, Kori White, and new members Richelle Jones and Heather Wynn.

Chelsea's new intermediate dance twirl, including Dani Clark, Amy Feldkamp, Linda Schaffer, Kate Steele, Tiffany Scott and Whitney Hampton took fourth place in the state in an outstanding performance.

Other twirlers to place in state divisions were: Kate Steele, beginning solo, fifth; Kori White, model, fifth, advanced solo, second, and fancy strut, second; Chrissy Dunlap, fancy strut, third; Rianne Jones, model, second; Richelle Jones, fancy strut, second; and Amy Weir, advanced solo, fifth and intermediate fancy strut, second.

In the open contest held before the state, the Charms took nine first places. Richelle Jones, beginning solo and advanced basic strut, and fourth in fancy strut.

Her little sister, Rianne Jones, won the beginning solo and was second in special beginner solo.



Laurie Honbaum, 12-year-old daughter of Mr. and Mrs. Merritt Honbaum, won the Michigan state modeling queen title Saturday.

Winston Howard captured the advanced 0-6 solo trophy as well as best appearing and basic strut.

Beginner Tiffany Scott won the special beginner solo, second in basic strut and fourth in beginner solo.

Whitney Hampton won the beginner basic strut division and placed third in special beginner solo and fifth in beginner solo. Amy Feldkamp took a fifth in special beginner solo.

Kate Steele took third in beginner solo while Chrissy Dunlap took fourth in intermediate solo.

Veteran Kori White placed third in advanced solo and Laurie Honbaum took third in intermediate solo.

Heather Wynn won the basic strut trophy while placing fifth in beginner solo and basic strut.

Handbell Choir Will Entertain Historical Society

Westminster Presbyterian church children's handbell choir will entertain at the Washtenaw County Historical Society Christmas party at 2:30 p.m. Sunday, Dec. 8, at Clements Library, 909 S. University, Ann Arbor.

The library will display Christmas items from its collection of early American history. Toys from the WCHS collection will be under the Christmas tree.

Punch and cookies will be served. It is open to the public free of charge. Parking will be allowed on the north side of S. University during the party.

Tickets on Sale For Drama Club Stage Production

Tickets went on sale Monday at the Chelsea Pharmacy for the play, "The Man Who Came to Dinner," a production of the Chelsea High school stage and drama class.

The play will be performed three times, once for students at Beach Middle school on Dec. 10 at Beach, once for high school students on Dec. 11 at the high school, and once for the Chelsea community on Dec. 12 in the high school auditorium at 7:30.

The play is a comedy about a celebrity named Sheldon Whiteside, played by Chris Herter, who gets himself into a sticky situation with his secretary, played by Michelle Kuhl. There is also an element of suspense.

Ann Arbor Inn Sponsors Health Clinic for Children

Ann Arbor Inn is sponsoring a free children's health and safety clinic "Safe and Sound" on Sunday, Dec. 1.

The program is being held in the Ann Arbor Ballroom from 2 p.m. to 4 p.m. with presentations being made by Catherine McAuley, University of Michigan Mime Troupe and the Ann Arbor Police Explorers Post 155 who will be conducting fingerprinting. Brochures and books from the Ann Arbor Public Library will be on display.

Free refreshments will be provided.

CUB SCOUTS

PACK 455

Den 5 is a Bear den in Pack 455 made up of six fourth grade boys from South school. They have been very busy since school started, working on each month's theme with several large projects. Last month, following the theme of "Pirate Waters" they built a six-foot pirate cannon. As part of the closing ceremony they fired a cannon salute to the pack. The cannon ball only went 10 feet but the bang and smoke was a real surprise to the 80 people watching that didn't know the gun could shoot.

Indian costume and history is being studied for our part of the November meeting this Thursday. Each Cub Scout has had to learn about five tribes within a geographic area they selected. Each one of the boys has a speech as part of the opening ceremony for this month's Pack meeting. After all the work is over Den 5 is going to Ann Arbor for an evening of roller skating.

The month of November found Den 4 in search of adventure. We explored the lifestyles and traditions of the first Americans, the American Indians.

Each boy made his own head-dress and decorated it with Indian sign language, complete with their own Indian name. We strung beads, sang Indian songs, danced, and tried to understand the Indian ways. We learned of their respect for the land and reverence toward nature. We found many of our cities, counties, and lakes in Michigan were named by or after Indians. We traveled to places far away and times gone by and never left town.

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KIMBERLY HARVEY, a senior at Michigan State University, was recently invited to join Sigma Theta Tau, the national honor society of nursing. The society stresses leadership, research and the development of the professional role in nursing. Kimberly is the daughter of Virginia and Richard Harvey of Grass Lake.

Allen Kuhl Completes Air Force Law Enforcement Course

Airman Allen L. Kuhl, son of Dianne A. Kuhl of 876 S. Fletcher Rd., Chelsea, and Gregory A. Kuhl of 5537 Hashley Rd., Manchester, has graduated from the U.S. Air Force law enforcement specialist course at Lackland Air Force Base, Tex.

Graduates of the course studied general law enforcement duties, tactics, weapons training, physical apprehension and restraint and earned credits toward an associate degree in applied science through the Community College of the Air Force.

Kuhl is scheduled to serve with the 2949th Security Police Squadron at Hill Air Force Base, U.

He is a 1985 graduate of Chelsea High school.

Storage Barn for Village Vehicles

(Continued from page one)

on the barn this fiscal year. Materials and labor will come from Chelsea Lumber Co. Not included in the price is the cost of a slab, which will be poured next fiscal year at an estimated cost of \$3,000.

The vehicles that will go in the barn are now stored outside.

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Chelsea Students Score Well in Assessment Tests

The assessment tests for 1985 were again administered to all of Chelsea's students in grades 4, 7, and 10. The majority of Chelsea's students at all grades scored above the 75% attainment rate which the state wants as a minimum.

North Elementary school had 83.6% of their students in the top achievement group in math and 95.9% in reading. They had no students in the lowest category of achievement. South Elementary school had 85.3% in the top group in math and 96.0% in reading. South school had no students who achieved less than 50% in the test. Beach Middle school had 77.5% in the top achievement group in math and 88.4% in reading. They had .7% in the lowest group in math and in reading. The high school had .9% in the lowest achievement category in mathematics and 4% in reading. 78.1% of the 10th graders were in the top group in math and 88.6% in reading.

All schools in the district were listed as having "low needs" and were cited as having stable or improving scores over the last four years. In reading, students excelled in the areas of literal comprehension and vocabulary meaning. In mathematics students did extremely well in the areas of non-metric measurement, whole numbers, geometry, and probability and statistics.

If we compare scores for 1985 to those of 1984, we find that over-all Chelsea again did well on the 1985 assessment test. At North Elementary, the scores went up in reading and mathematics. At South Elementary, the mathematics scores declined, but the reading scores increased dramatically. At Beach Middle school and the high school, students showed a slight decline in both reading and mathematics. In all cases, we

have more than 75% of our students in the top achievement category.

Presently, at all building levels, administrators and teaching staff are looking closely at those test questions that appeared to be less well-known by Chelsea students. They are designing ways either through remediation or instructional changes in the lower grades to improve student achievement.

In the near future, Chelsea student scores will be compared with the state averages, and this information will be available to all Chelsea community members.

Test results are presently being sent home by mail or with the students. Their parents are being encouraged to contact the school for further information or help for their children.

Any concerns or questions

about the assessment test itself may be directed to Susan Carter, district testing co-ordinator.

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A VIEW from the CLOCK TOWER

By Will Connelly

Do you belong to a group or organization that is doing something interesting and worthwhile, but gets little or no publicity?

If it is interesting and worthwhile the editors of The Chelsea Standard, The Dexter Leader, The Ann Arbor News and The Jackson Citizen Patriot would like to hear from you—in writing, or with pictures or both.

You do not have to be a professional or a skilled writer but you do have to know some of the basic steps in gathering news and preparing it for publication. Do your best and the editor will help you the rest of the way. So here goes with PR 101.

NEWS is the chronicle of something different that is going to happen, is happening (such as an ongoing campaign) or has just happened. If you meet on the second Tuesday of every month at 7:30 p.m. it is not news but if you have a distinguished speaker or an interesting, unusual activity it is news.

A change in the time or place of your meeting is also news. So is the 100th meeting of your group or its 25th anniversary or some form of state-wide or national recognition. So, too, are noteworthy achievements of your members. Something new. Something different. Something current. Get your stories into the hands of the editor the way you serve pancakes—fresh and hot.

WHO? WHAT? WHEN? WHERE? and WHY?

These are the famous Five W's of news reporting. Answer these questions before you start to write, and you'll know what to put in the story with it. But keep going. Add more facts in diminishing order of their importance. Then, if the editor must cut your story, he or she will eliminate the least important sentences at the end.

The beginning . . . that is, the lead . . . of most stories will bear on WHO or WHAT—usually both, but you can make exceptions. Here are several story leads using Boy Scout events for examples:

WHO—Billy Johnson, son of Mr. and Mrs. Fred Johnson, 106 West St., is the first Boy Scout in the five-year history of Troop 2 to earn the Eagle Scout award.

WHAT—A wilderness survival hike is being planned by Boy Scout Troop 2 for the week of July 2-8 in the Waterloo Recreation Area.

WHERE—Mustang Cave is the destination of 22 explorers and four leaders who are leaving Chelsea this week-end by bus for New Albany, Ind.

WHEN—George Washington's real birthday, Feb. 22, will be the occasion for eighth grade students to plant 20 cherry trees in the Nature Center of Beach school.

WHY—Due to the low water level of Mud Creek, Boy Scout Troop 2 will hold its annual Summer Splashathon Aug. 10 at Four Mile Lake.

The preferred format for a news story is double spaced typewriting on 8½x11 inch white paper with a two inch margin at the top and one inch on each side. Don't attempt to write the headline; this is something the editor must do. Be sure that your story covers the Five W's and check it for accuracy. Then, if you wish, add such things as the fact the hall was decked with boughs of holly, two miles of thread were used in sewing the quilt used in the raffle, or the society was established Sept. 14, 1908 by Millicent Congdon.

Before delivering or sending your story to the newspaper double check the spelling of names, the accuracy of titles, figures and all other facts of your story. At the bottom of the page be sure to write FROM: followed by your name, address and phone number so the editor can reach you if questions arise.

A REPORTER OR PHOTOGRAPHER, or both, may come to a major event of your club or society if the paper is given enough advance notice.

Make it your business to welcome the reporter or photographer, and offer your assistance. If he or she plans to stay for the entire event, see that a seat or table is given close to the center of action. If he or she needs to get the story or picture as soon as possible and leave, do your best to accomplish this.

The photographer, for instance, may wish to pose a picture of the event (such as the presentation of an award) before the real event occurs. If so, round up the people needed for the picture and assist in posing them the way he or she wants it. Don't let anyone tell the photographer how to set up the picture. The photographer knows the kind of picture the editor wants. Do your best to help.

Both reporters and photographers appreciate accurate typewritten lists of names, addresses and titles of the principal people at the event . . . plus a copy of the program or agenda if one is available. If the event has an admission fee make sure the press is or expected to pay. Their contribution is substantial.

PHOTOS are greatly appreciated, especially by weekly newspapers which do not have large staffs of photographers. Unfortunately, nine out of 10 pictures submitted by amateurs are not suitable for publication because they are too small, too light, too dark or fail to present a coherent story of who was doing what. If, however, you do have a freshly taken picture which seems to depict our event and you would like thousands of readers to see it, bring it to the editor. On the back, paste a caption, identifying everyone in it to right and describing the date and nature of the occasion.

If you ever shoot an eyewitness picture of any spectacular news event, don't wait to "use up the roll." Carefully remove the cassette film from the camera (or Polaroid print) and rush it to the newspaper.

A NEWS DEADLINE is the time at which an editor can accept no more copy or photos. Daily newspapers have different deadlines for various sections of their papers. Find out what they are and be careful to respect them.

The Chelsea Standard and Dexter Leader prefer photo submissions before noon on Saturday and typewritten story submissions before 10 a.m. Mondays. Staff reporters and photographers sometimes work much closer to press time to cover important, late breaking events.



NEW EAGLE SCOUT Dale Edward Cole of Chelsea was honored in ceremonies Sunday afternoon at the UAW Hall on S. Main St. His brother, Allen, also an Eagle Scout, made the presentation before 130 guests. With Dale, above, are his parents Linda and Don.

Village Administrator Contract

(Continued from page one)

packet the Friday before the meeting."

The council's personnel committee, consisting of Kanten, Merkel and Fulks worked on the contract.

"I thought we could get it all done a lot cheaper than that," Finch said. "I voted against the over-all package. If we had gotten someone right out of school (for the assistant administrator's position), we wouldn't have had to give Fritz (Weber) such a big raise." Finch was referring to the fact that Fahrner's starting salary (\$35,000) would have been higher than his boss' (\$32,000) had Weber not received the raise.

Weber's contract runs from Jan. 1, 1986 through Dec. 31, 1987. It will be automatically renewed

for three successive one-year terms unless the village gives him six months notice. He has the right to a performance review every year, at which time his salary may be raised by the council but cannot be lowered without his written consent.

Weber can be fired for breaking his employment agreement or for any other reason. Unless he breaks his agreement, he has to be paid for the remainder of his contract, or six months, whichever is greater.

He is also entitled to 60 days severance pay if he resigns with six months advance notice. This doesn't apply, however, if he retires.

"Village managers make this kind of money," Satterthwaite said. "It's not just the size of the village, it's what he does. He's

really responsible for all the village funds. I doubt that we could get someone else to do what he does for much less than \$45,000 or \$50,000. You have to remember that other managers have perks—Fritz doesn't, he just wants to be paid."

For comparison, Dan Smith, the city manager of Milan, makes \$34,000 and has use of a city car for city business. Carl Willoughby, Dexter village manager, makes less than \$30,000 as a base salary, but has a "longevity bonus," every year, which rises for every year he stays on the job.

A small, but vocal, audience didn't offer much support for the contract during the meeting.

Standard Classifieds Get Quick Results

Conservative Union Rates Michigan Legislators

The Michigan Conservative Union today announced its 1985 ratings of Michigan Legislators. The state-wide conservative organization rates all Michigan senators and representatives every year based on their votes on key issues.

Chairman Mark Koldys announced that MCU's yearly recognition of the legislature's "most liberal" member went to Westland's Justine Barns (D-38), who rated 0%. Also receiving 0% ratings were Democrats Michael Bennane (District 1), Perry Bullard (53), Floyd Clack (80), David Gubow (87), Charlie Harrison (82), David Hollister (57), Lynn Johndahl (59), Gary Owen (22), Nelson Saunders (7), and Joseph Young, Sr. (14).

Koldys stated that three Republicans were named to a "Hall of Shame" for "consistently voting with the Democrats for

one pork barrel project after another." These representatives, all on the appropriations committee, are: Edgar Geerlings (R-97), Donald Gilmer (R-48), and Shirley Johnson (R-68).

Six legislators, all Republicans, scored a perfect 100% in the MCU ratings: Senators Alan Cropsey, Harmon Cropsey, and Ed Fredricks; Representatives Michael Nye, Margaret O'Connor, and Tim Walberg.

The votes on which the ratings were based included issues such as abortion funding, capital punishment, the federal balanced budget amendment, cuts in welfare spending, and elimination of the Silverdome subsidy.

Further information on the ratings is available from the Michigan Conservative Union, P.O. Box 1537, Dearborn 48121.

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COMMUNITY CALENDAR

Monday—
Toughlove Parent Support Group—For parents troubled by their teen-agers' behavior in school, in the family, with drugs and alcohol, or with the law. 7:30 p.m. Mondays St. Joseph Hospital, 5301 E. Huron River Dr. Education Center, Classroom 8. Information: Sue Thomas, 971-0047, or Gale Cobb, 996-8781.

Chelsea Recreation Council 7 p.m., second Monday of the month, Village Council chambers. 35tf

Chelsea Substance Abuse Task Force—second and fourth Mondays, 7 p.m., Chelsea Hospital, Conference Room A & B. tf

Chelsea Kiwanis Club meets every Monday, 6:30 p.m. at Chelsea Community Hospital.

Parent-Teacher South meets the second Monday of each month in the South School Library at 7:15 p.m.

Chelsea School Board meets the first and third Mondays of each month, 8 p.m., in the Board Room.

Chelsea Lioness, second Monday of each month at the Meeting Room in the Citizens Trust on M-52, Chelsea, at 7:30 p.m. Call 475-1791 for information.

Parents Anonymous Group, Chelsea, a self-help group for abusive or potentially abusive parents, Mondays, 7-9 p.m. Call 475-9176 for information.

Lima Township Board meets the first Monday of each month at 8 p.m., Lima Township Hall. advx18tf

Tuesday—
Olive Lodge 156 F&AM, Chelsea. Regular meeting, first Tuesday of each month.

Chelsea Area Jaycees, second Tuesday of each month at Chelsea Community Hospital. Open to men and women from ages 18 through 36. For more information call Tim Merkel, 475-3272.

Sylvan Township Board regular meetings, first Tuesday of each month, 7 p.m., Sylvan Township Hall, 112 W. Middle St. advtf

American Business Women's Association 6:30 p.m. at the Chelsea Hospital fourth Tuesday of each month. Call 475-1707 for information.

Lima Township Planning Commission, third Tuesday of each month, 8 p.m., Lima Township Hall. advx30tf

Chelsea Village Council, first and third Tuesdays of each month. advtf

Lions Club, first and third Tuesday of every month, 6:45 p.m., at Chelsea Community Hospital. Ph. 475-7324 or write P.O. Box 121, Chelsea.

Chelsea Rod and Gun Club regular meeting, second Tuesday of each month at the clubhouse, Lingane Rd. 49tf

Chelsea Rebekah Lodge No. 130 meets the first and third Tuesday of each month, at 7:30 p.m.

Chelsea Communications Club, fourth Tuesday of each month, 8 p.m., Chelsea Lanes basement meeting room.

Wednesday—
VFW Post 4076 meeting second Wednesday of month, 7:30 p.m. VFW Hall, 105 N. Main.

OES, first Wednesday following the first Tuesday of the month at the Masonic Temple, 113 W. Middle at 7:30 p.m.

Thursday—
Chelsea Rod and Gun Club Auxiliary regular meeting, second Thursday of each month, 7:30, clubhouse, Lingane Rd.

Chelsea Area Players Board meeting second Thursday of each month, 7:30 p.m., at Citizens Trust meeting room.

American Legion Post No. 31. General meeting the first Thursday of each month at the post home, Cavanaugh Lake.

New Beginning, Grief Group first and third Thursday each month, 7:30-9 p.m., Family Practice Center, 775 S. Main St., Chelsea.

Knights of Columbus Women's Auxiliary, second Thursday of each month, 8 p.m. at K. of C. Hall, 20750 Old US-12.

Friday—
Senior Citizens meet third Friday of every month, pot-luck dinner, games and cards. 6 p.m. at Senior Citizen Activities Center at North school.

Toastmasters International, each Friday in the Woodlands Room at Chelsea Community Hospital at 12 p.m.

Saturday—
Dexter Co-Op Nursery Christmas Bazaar Saturday, Dec. 7, 9:30 to 3 p.m., Masonic Temple, Broad St., Dexter. advx27-2

Misc. Notices—
Drop-In Service, the Children's Center at Chelsea Community Hospital, 475-1311, ext. 405 or 406. adv6tf

North Lake Co-Op Pre-School, located in Chelsea, is taking enrollments for the 1985-86 school year for 3- and 4-year-old sessions. We offer co-op and non-participating options. For further information call Jan Roberts, 475-3615, or Jill Taylor, 475-2172. adv43tf

Parent to Parent Program: in-home, friendly, visiting support system for families with children. Call 475-3305, ask for Jo Ann.

Parents Without Partners, support group for single parents. Youth activities, social events, discussion groups. For membership information, call Polly N. at 971-5825.

Home Meals Service, Chelsea. Meals served daily to elderly or disabled. Cost per meal, \$2.25 for those able to pay. Interested parties call Ann Feeney, 475-1493, or Joyce Manley, 475-2795.

Chelsea Social Service, 475-1581, 2nd floor of Village Offices. Thursdays, 10 to 4, or if an emergency need at other times, call Linda at 475-7405 or Jackie at 475-1925.

FIA Community Center, open Mon.-Fri. for free services: food, clothing and financial assistance.

Pinckney Youth Awarded Army Commendation Medal
Pvt. 1st Class James H. Karsten, son of Fred E. and Grace I. Karsten of 721 E. Main St., Pinckney, has been decorated with the Army Achievement Medal while serving with the 1st Battalion, 9th Infantry in South Korea.

The Achievement Medal is awarded to soldiers for meritorious service, acts of courage, or other accomplishments. Karsten, an anti-armor weapons crew member, is a 1984 graduate of Pinckney High school.

Standard Classifieds Get Quick Results



THE CHELSEA VFW gave a flag to a South school brownie troop recently for their investiture ceremony. Presenting the flag on behalf of the veterans are Euhalee and Mac Packard.

New Brownie Troop Receives American Flag

South school's newest Brownie troop was presented with an American flag by Euhalee and Mac Packard from VFW Post No. 4076. During the presentation, the second graders learned our flag's history and the importance of how to care for it as well as display it.

Following the presentation and flag ceremony was the investment of the new Brownies that make up the troop, which has not yet received its number. Friends and family watched as the girls recited the Girl Scout Pledge and received their pins, designating

them as official Brownies. Also receiving pins were their leader, Lynda Longe-Collins, her assistants Jan Ludwig and Cheryl Terpstra, and committee members, Rita Neustifter and Dee Burkel.

Refreshments were served by the new members to their guests after the ceremony.

Members of the new troop are Andrea Ludwig, Ruth Neustifter, Ann Terpstra, Danielle Longe, Erin Dougherty, Beth Shepherd, Kerry Lynch, Sarah Burkel, Bethany Barner, Sarah Szostak, and Sara Walters.

JUST REMINISCING

Items taken from the files of The Chelsea Standard

24 Years Ago . . .

(Continued from page two)

to be known as District No. 4 and include Dexter, Chelsea, Milan, Saline, Manchester and Whitmore Lake.

A group of Washtenaw county 4-H club members and leaders left Ann Arbor by train Friday morning, Nov. 24, for a three-day award trip to Chicago, Ill.

Those receiving this honor include Janice Haas and Dale Kapp of Ann Arbor, Charles Koenn and Gerald Schiller, Chelsea; Pat Murdock of Dexter; Sue Cort of South Lyon.

The 4-H leader who will be chaperoning the trip is Mrs. Reno Feldkamp of Manchester.

Robert McCrory, county extension agent, and his wife will also accompany the group.

Mr. and Mrs. F. S. Armstrong picked ripe strawberries on Thanksgiving Day in the garden at their home on Waterloo Rd. at Sugar Loaf Lake.

Their years of experience in raising plants and flowers as former owners of Chelsea Greenhouses may have something to do with the fact they can grow strawberries this time of year, but they made no such claims, saying only that the weather had been unusually mild and that the berry patch is in a protected spot. They picked eight large berries Thursday, one of them 4 1/2 inches in circumference.

34 Years Ago . . .

Thursday, Nov. 29, 1951—Mrs. Lyle Chriswell, Mrs. Merle Barr, Sr., Mrs. Paul Frayer and Mrs. Grant Schooley were in Battle Creek on Monday of last week as representatives of Herb J. McKune Unit 31, American Legion Auxiliary, assisting patients to select gifts for their relatives.

The gifts are provided free of charge by Legion Auxiliaries as part of their rehabilitation activities.

After the veterans selected the gifts, the Chelsea ladies applied attractive holiday wrappings and prepared the packages for mailing.

Auxiliary Unit 31 participates annually in the Gift Shop project for hospitalized veterans.

Chelsea High debate team meets Roosevelt High to debate the national high school proposition, "Resolved: That All American Citizens Should Be Subject to Conscription for Essential Services in Time of War."

Representing Chelsea on the affirmative team will be Barbra Speer and Jean Schweinfurth. David Bertke and Sandra Baldwin are members on the negative team.

The Rev. M. W. Brueckner, pastor of Zion Lutheran church, is to be the principal speaker at services held in his former congregation in Alpena, in observance of the 25th anniversary of the dedication of the church building constructed after the original church burned.

The National Farmers' Guild convention will be held in Chelsea next Tuesday and Wednesday. The Sylvan-Lima Local of the Farmers' Guild will be hosts for the convention. Ernest Hopkins from near Dexter is local president.

At the Woman's Relief Corps meeting, Nov. 19, in the FOE hall, Mrs. Catherine Hafner gave a report of the district convention she attended in Fowlerville.

Several members of the local group recently visited Howell Sanitarium. They learned there is a need for Christmas tree decorations at the sanitarium, and the local Corps decided to make trimmings to be sent there. On Friday night, ladies worked on the project at the home of Mrs. Edward Walker.

Auditions Slated

(Continued from page one) delicately on the human condition, be it old age, new realization of fears, or old trust in new feelings, all are brilliantly scripted by Robert Anderson.

Performances for the Chelsea Area Players' "You Know I Can't Hear You When the Water's Running" are Feb. 14 and 15 at 8 p.m. with the Champagne Dessert beginning at 7 p.m., and a special matinee on Sunday, Feb. 16 at 2 p.m. at the St. Louis School in Chelsea. Watch The Standard for further ticket information.

For more information call co-producer Julie Vorus at 475-8716. For scripts, contact Beverly Slater at Palmer Ford, 475-1301.

Please Notify Us In Advance of Any Change in Address

Shoppers May Donate Food for Shelter Pets

Humane Society of Huron Valley and Ann Arbor Jaycees are sponsoring their ninth annual Holiday Pet Food Drive from Sunday, Dec. 1 through Sunday, Dec. 22.

Shoppers at participating stores may buy extra cans of pet food and deposit them in collection barrels at the front of the store.

These donations assist the Humane Society in its costly responsibility of feeding the thousands of animals that the shelter receives each year.

Last year, people in the community donated enough canned food to supplement the shelter animals' food supply for seven months.

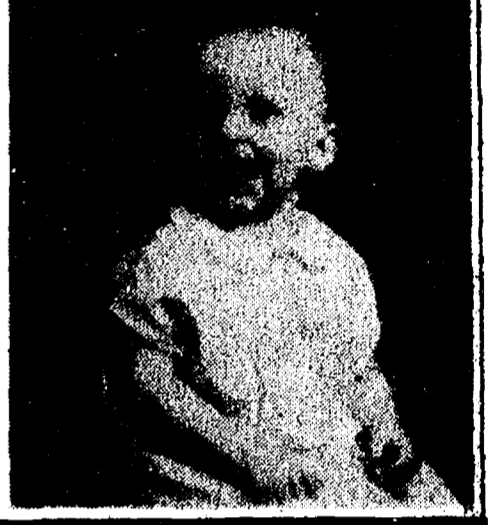
The following stores will be participating in the drive: Showerman's IGA, Food & Drug Mart, Buster's Food Mart, Padare Lane Pet Supply, Ann Arbor Pet Supply (all of Ann Arbor); all area Kroger stores; J & C Store, A & P Store, Pets 'n' Things (all of Saline); IGA of Dexter; A & B Food Store of Mahtechter.

MDOT's winter maintenance budget for 1985-86 is \$39.0 million. The winter budget allocation is based on an average expenditure for the past three winters, plus inflation.

You "Bear"ly look

50

December 2nd



Roast Pork Dinner

Thursday, Dec. 5

5 p.m.

St. Andrew's United Church of Christ

Dexter

Adults \$4.50 Children \$2.50

OPEN THANKSGIVING DAY

6 a.m. to 9 p.m.

TURKEY DINNER \$4.95 SPECIAL

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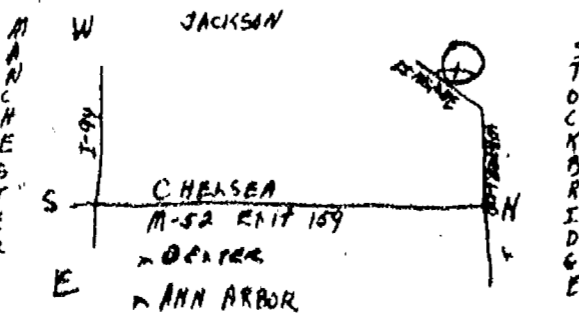
2-ft. UNTRIMMED \$4.50
2-ft. TRIMMED \$8.50
3-ft. UNTRIMMED \$10.00

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School Board Notes

Present at a regular meeting of the Chelsea Board of Education Monday, Nov. 18 were Schumann, Diis, Grau, Comeau, Feeney, Redding, Satterthwaite, superintendent Van Meer, assistant superintendent Mills, principals Stielstra, Benedict, Wescott, assistant principal Larson, community education director Rogers, special education director DeYoung, curriculum director Bissell, guests.

Meeting called to order at 8 p.m. by president Schumann.

Board approved the minutes of the Nov. 4 meeting.

The board presented a certificate of appreciation to Marie Crouch, North school teacher, for her efforts in starting the Equations Club. Mrs. Crouch meets with the fourth and fifth grade club members after school on Wednesdays.

The board received the following bus chassis and body bids:

- Palmer Motor Sales (Ford); Chassis: \$17,662.75
- Faist-Morrow (Gen. Motors); Chassis: \$19,174.00
- C. R. Equipment Sales (Carpenter); Body: \$14,595.00
- Neil's Automotive Service, Kalamazoo (Carpenter); Body: \$15,256.00

The board approved the low bids from Palmer Motor Sales and C. R. Equipment Sales for a total price of \$32,257.75. The 1984-85 price was \$30,114.82. The board also approved the low bid on a 15-passenger van: Palmer Motor Sales, \$15,989.60. Chrysler Corporation, who makes 15-passenger vans, did not bid.

The board approved the scheduling of one meeting in December and in January: Dec. 2 and Jan. 20.

Jim Tallman, representing chaperones Bud Janich, Craig Demlow and Jane Wilson, briefed the board on the Outdoor Club's spelunking trip, May 8, 9, 10, in which approximately 15 to 20 students will be involved.

Cathy Vlcek, representing chaperones Jane Wilson, Ed Vlcek, and herself, briefed the board on the French Club's trip to France and England during the spring vacation. This trip will involve about 27 students.

Superintendent Van Meer, on behalf of Gay Dalton, presented lottery information from the Music Boosters. The Boosters, having registered with the State of Michigan Lottery Bureau, will be selling calendars. It is anticipated that, if successful, this project will replace other Boosters fund raisers.

Sue Carter, testing coordinator, presented to the board the Michigan Education Assessment Test results, and referenced comparisons to the 1982 test results.

Superintendent Van Meer, in the absence of athletic director Reed, presented a new ticket policy for board consideration. The new policy will be: season tickets, single game tickets and special package tickets will be available in the athletic director's office and the community education office all during the school year. At the gate, at the first game of each sport, at all levels (varsity, junior varsity and freshman), season tickets and special package tickets will be sold for that sport only. After that initial first-game sale, all gate tickets will be \$2.

Superintendent Van Meer indicated that a Beach Middle School student is battling leukemia, and special arrangements are expected to be made to provide some homebound services.

Dr. Henry DeYoung was presenting to review with the board the survey implications pertaining to the area of curriculum. The highest curriculum priorities, from the point of view of the public, are reading, math, writing, computers and drug abuse. The opinions of parents toward the emphasis on reading is quite clear. At every level, more than half feel that reading should be emphasized more. The percentage increases by level, to a point where 3/4 of the respondents with high-school-age children feel that reading should be emphasized to a greater extent. Virtually no one feels less emphasis should be given.

Approximately one-half of the survey respondents feel more emphasis should be placed on math, and about half feel that emphasis is about right or should stay the same. No one feels the need for less emphasis.

A clear majority of survey respondents feel more emphasis should be given to writing and grammar.

Computer instruction is another area where a significant majority of respondents feel more emphasis should be given.

The results of the analysis show that a clear majority of parents of children at the elementary level feel more emphasis should be given to instruction regarding drug and alcohol abuse.

Assistant superintendent Mills

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presented the budget timelines for the 1986-87 school year, and presented, on behalf of the administration, a comparison of area substitute teachers' pay scales. Mills indicated that the administration will bring an increase recommendation to the Dec. 2 meeting.

Mills briefed the board on emergency procedures, particularly in the area of fire and tornado protection. The district has contracted for a review, from a structural standpoint, of the safety of buildings, and for recommendations as to safe places during tornado possibilities and the most efficient evacuation routes from buildings. Currently charts are being designed that will be placed in every classroom. Two tornado drills will be held annually, along with 10 fire drills.

Trustee Anne Comeau reported

that the Central Curriculum Committee subcommittees have been created.

Assistant high school principal Larson reported on the recent student assembly on goal setting. The speaker posed the question, "Why do you feel good about yourself?" to which administrators, teachers and students responded during the assembly. The assembly, which was very successful, was planned by Bud Janich and Student Council representatives.

Meeting adjourned at 9:56 p.m.

Approximately 60 percent of the Department of Transportation's maintenance budget is spent during regular working hours, and 40 percent during overtime rate periods.



DECIDEDLY OUTNUMBERED by her co-workers in the Beach Middle school cafeteria last Friday was Marjorie Lazarz, who proudly displays the banner of the scarlet and gray from Ohio State. Her co-workers, from left, Shirley Taylor,

Mary Schiller and Dorothy Moore, had the last laugh Saturday afternoon as the Wolverines handled the Buckeyes in Michigan Stadium, 27-17. The Beach band even turned out for the ladies to play "Hall to the Victors."

Gregory Area Youth Completes Army Basic Training

Rvt. Ronald F. W. Lindquist, son of Floyd M. Lindquist of Gregory, and Marion D. Fehes of 411 Denver St., Lansing, has completed basic training at Fort Knox, Ky.

During the training, students received instruction in drill and ceremonies, weapons, map reading, tactics, military courtesy, military justice, first aid and Army history and traditions.

Lindquist is a 1982 graduate of Cambridge High school.

Galens Tag Days Set Dec. 6-7 in Ann Arbor

The Galens Medical Society, a service organization of University of Michigan medical students, will be sending its members to street corners and shopping malls in the Ann Arbor and Ypsilanti areas Dec. 6-7 for the 58th annual Galens Tag Days Holiday Fund Drive.

All contributions will support projects to aid sick and needy children in Washtenaw county during Christmas and throughout the year.

The Galens will be distributing the traditional red and green tags to raise funds for the Galens Children's Workshop at C. S. Mott Children's Hospital. The workshop provides an area for hospitalized children to play in a supervised learning environment. Each year the Galens give a Christmas party for the youngsters at Mott, complete with Santa and presents.

In addition, the Galens provide assistance to support groups for sick children, help send them to summer camps and provide equipment and books for the education and recreation of special children. Last year, the Society made a donation toward the Ronald McDonald House in Ann Arbor, which provides accommodations for parents of hospitalized children.

The Galens society also sponsors health fairs, provides camp physicals for needy children, health examinations for Special Olympics participants and organizes several Red Cross Blood Drives each year.

The first Galens Tag Days drive in 1927 raised \$1,000 to help support the Galens Children's Workshop. Last year, the street drive raised more than \$60,000.

The Galens do not fund administrative expenses. All donations go directly to support sick and needy children.

Donations may be sent to: Galens Medical Society, C. S. Mott Children's Hospital, Room E8419, Ann Arbor 48109.

A major winter storm statewide costs the transportation department about \$830,000 per day if it occurs on a weekday, and as much as \$1 million per day on week-ends and holidays.

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(one coupon per pizza)

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NOV. 29 & 30

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ALL MEN'S DRESS SLACKS 20% OFF

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LADIES HANDBAGS 25% OFF

SELECTED LADIES BLOUSES 25% OFF

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MEN'S & BOYS' CORDUROYS Dress & Jeans 20% OFF

SELECTED MEN'S KNIT TOPS 25% OFF

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CLOSE-OUT ALL BOYS' & MEN'S ATHLETIC SHOES 50% OFF

BURLINGTON ALL SOCKS 20% OFF

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CHELSEA COMMUNITY HOSPITAL Auxiliary presented two gifts to the emergency room—a small ice machine and a polaroid camera. The ice machine will have a wide variety of uses for the room, and will be especially convenient since workers had to go to the cafeteria to get ice before. The camera will be used in assault cases for documentation of injuries, and before

and after pictures of severe injuries. Above, from left, are Jan Hochedoner, surgery head nurse, Barb Kelley, registered nurse in the IC-CCU, Dena Crawford, registered nurse in ICC-CU, Nancy Fielder, head nurse in Emergency Services Department, and Gloria Mitchell, president of the auxiliary.



THE PARTIAL HOSPITAL PROGRAM at Chelsea Community Hospital was the recipient of a gift sewing machine from the hospital auxiliary. The machine will be used for recreational therapy. The auxiliary is a group of volunteers who raise money for similar projects around the

hospital, and Gloria Mitchell is its president. From left, above, is Merle Davis, of the auxiliary's donations committee, Virginia Koster, director of the Partial Hospital Program, and auxiliary volunteers Janet Fulks and Sue Starkey.

Debate Team Places 3rd in Tournament

Chelsea varsity debate team took third place at the 17-team Sterling Heights Stevenson Invitational Debate Tournament last Saturday.

The team finished 7-1 over-all. Arguing the affirmative were Mike Goodwin and Susan Overdorf. The negative position was taken by Shawn Quilter and Angi Alvarez.

Overdorf also won a second-place individual speaker award and Quilter took a fifth-place individual award. There were 68 speakers in all.

The novice team went 2-6 on the day. Jeff Mason and Alison Chastren argued the affirmative, and Kathy Jorgenson and Sara Noah took the negative side.

"The team had a fine day," said coach Brian Kruger.

"It is really starting to jell as we head toward the end of the season. While Susan and Shawn took speaker awards, it should be noted that Mike Goodwin and Angi Alvarez provided strong support for the team. The novice team debated very well and they were pitted against some of the strongest schools in the state."



SPEAKER AWARD WINNERS at the Ithaca Invitational Debate Tournament in Ithaca were, standing, Dale Cole and Susan Overdorf, and, seated, Shawn Quilter. Speaker awards are based

on individual performance. The Chelsea high debaters were arguing the question, "Should the federal government establish a comprehensive policy to protect water quality in the U.S.?"

Pinckney 10th Grader Accepted As Member of Michigan Youth Band

Angi DeLaTorre, a 10th grade student from Pinckney High school, has been accepted as a member of the Michigan Youth Band. This is a group of high school students, selected by audition, from all areas of Lower Michigan. The director is Larry Rachleff, director of the University of Michigan Concert Band.

Angi is a member of the Pinckney High School band, playing french horn, is active in the youth group and chancel choir of the Community Congregational church in Pinckney. She is the daughter of Frank and Barbara DeLaTorre and the granddaughter of Mercedes DeLaTorre of Chelsea.

Maintenance of state highways in an average winter costs approximately \$2,100 per "E" mile (one mile of a 24-foot-wide (two lanes) roadway).

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\$2.00 1 DAY RENTAL
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First Home Lighting Reported for Holidays

Lynn and Jeff Dils, 150 Van Buren St., are reportedly the first to hold in the village to have their Christmas lights on.

Ronald McDonald House In Ann Arbor Now Open

The Ronald McDonald House in Ann Arbor officially opened its

doors to overnight guests Tuesday, Nov. 26.

The 19,000 square foot facility will be a temporary home for families of seriously ill children receiving treatment at Mott Children's and other Ann Arbor area hospitals.

Families may contact the house directly at (313) 994-4442. Families with children currently hospitalized may call Sara Hickey, patient/family co-ordinator for Mott Children's Hospital, at (313) 764-6893.

The 24-bedroom facility includes 12 bathrooms, family rooms, children's playrooms, a television game room, an outdoor play area and a kitchen with four cooking stations.

Located on nearly three-quarters of an acre of land leased from the University of Michigan, the home is a three-minute walk from Mott Children's Hospital.

The Ronald McDonald House in Ann Arbor is the second in Michigan. The first house, located next to Children's Hospital in Detroit, was opened in 1979.

The Ann Arbor facility is operated by Arbor House, Inc., a non-profit corporation consisting of area residents, parents, business and community organization representatives and hospital officials.

The U. S. Department of Labor's Division of Cooperative Labor-Management Programs works with national unions, trade associations, productivity and quality of work life centers, and other organizations and government agencies in promoting joint labor-management solutions to workplace problems.

The Chelsea Standard

Section 2

Chelsea, Michigan, Wednesday, November 27, 1985

Pages 9-20

Energy Management Computer Is Saving Schools A Bundle

Chelsea school district taxpayers are saving the equivalent of half a mill in taxes annually thanks to a comprehensive energy management program begun several years ago in the school system.

The centerpiece of the program is a \$64,900 computer system that automatically regulates temperatures at each of the four schools, North and South Elementary schools, Beach Middle school and Chelsea High school.

"This kind of system is generally only found in larger school districts," said Assistant Superintendent Fred Mills.

"But any new school buildings would likely have this built into their plans."

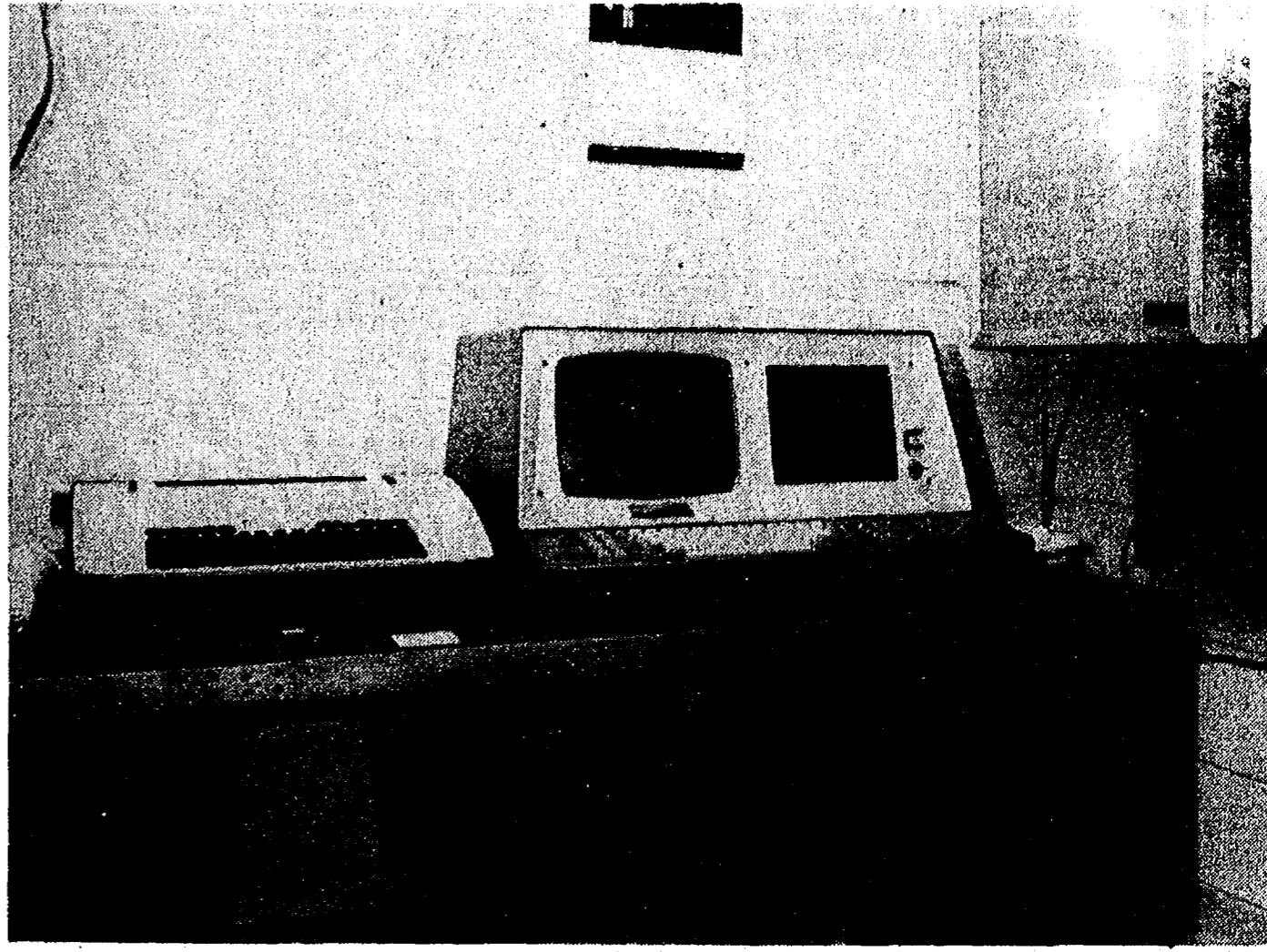
Chelsea's computer system will go through its third heating season this winter, and school officials estimate the savings in natural gas and electricity costs could amount to as much as \$80,000.

"The board realized several years ago that energy costs could eat us alive," Mills said. "We spent \$17,000 for an energy audit, without any guarantee of any savings, and wrote a grant request. We were fortunate that all four schools qualified for the grant."

The grant was from the federal Department of Energy, for implementing energy conservation measures. It picked up half of everything the school district spent on energy conservation from 1982 through 1985, including half of the \$64,900 computer system. (The school system's share of the computer came from the dedicated one mill for school maintenance.) A total of \$166,442 was spent during those years on all energy conservation, including everything from repairing dampers and thermostats, to caulking and weather stripping. Mills said the total savings in energy costs, or what he calls "cost avoidance," was \$176,050.

"The neat thing about it is that we didn't have to give back any of the money we saved, and we still don't," Mills said.

"We had that money to spend



THIS SIMPLE-LOOKING COMPUTER runs the entire heating system in Chelsea's four schools. The computer system, which cost \$64,900 a few years ago, has more than paid for itself in

natural gas savings alone. It automatically regulates thermostat settings in more than 50 "zones" throughout the school system according to when they are in use.

on books or whatever else we needed."

Although the school district has always, to some extent, practiced energy conservation, the savings began to become substantial once the computer system was put in place, Mills said. Last school year alone there was a 23 percent drop in gas use in the five buildings (the bus garage included) as compared to a 13 percent reduction in 1982-83 via conservation measures without the computer.

The system has one central mini-computer at the high school. Each of the other three schools ties into the computer through a telephone line and modem from a remote control unit. The computer regulates the temperature in "zones" of each building, not each particular room. When a certain set of rooms is scheduled not to be in use, the computer automatically turns down the temperature. Later, when that set of rooms is scheduled to be occupied, the computer turns the

temperature back up. The entire school system has more than 50 such zones.

The savings are not only in natural gas, but in electricity as well. Blowers, and other heavy users of electricity, operate far more efficiently.

"It would be impossible for a person, or even two people, to do what the computer does because there would always be places where they'd forget to change the temperature," Mills said. "The computer doesn't forget."

The computer system also doesn't get sick or require a salary and benefits, although the school district has a \$1,850 annual maintenance contract on it through supplier Johnson Controls.

If a part of the heating system, like a boiler, breaks down, especially during the off-hours, it is programmed to call Grounds Superintendent Ron Joseph at home. If he doesn't answer, it will call Mills at home.

Once someone arrives, the computer will indicate what's wrong.

Products on Parade



Paula Blanchard

This series of stories spotlights the manifest products of Michigan's farms, forests and factories—the products proudly stamped "Made in Michigan." Watch for them when you shop, and "Buy Michigan-made." This week's story: "Games people play."

By Paula Blanchard
I come now to debate the anonymous wit who once observed that a chessboard is nothing more than a checkerboard with delusions of grandeur.

I'll concede that both have 64 squares, are similarly arranged, and will accommodate either game.

But I'll argue that not all games—nor the boards on which they're played—are created equally.

Take, for example, the chessboards and chess tables made by William F. Druke, Inc., of Grand Rapids. They qualify as fine furniture and are to the game what a Sterling silver service is to tea-time; they dignify the occasion and enrich the experience.

But chess is not the company's only game, I discovered on a recent visit. It also produces vital accessories and necessities for nearly all the games that people play—checkers, backgammon, skittles, cribbage, poker, dominoes and even roulette.

Nonetheless, the company got its start (in the basement of the Druke home in northwest Grand Rapids) making quality, in-laid chessboards and now, more than 70 years later, chessboards remain the company's premier product.

Did you ever examine an in-laid board and wonder how it's done? I did too, until I saw it happen:

The artisans (master woodworkers) glue alternating strips of walnut (dark) and maple (light) wood together and then cut them cross-wise. Each of the resulting strips are then tongue-and-grooved and joined to another strip so that the colors alternate by rank as well as file in neat rows. The board thus formed is edged with beveled walnut and the finishing process begins: sanding, varnishing and polishing. It's beautiful work, in the grand tradition of the Grand Rapids furniture makers.

Some of the Druke game boards and sets are made in miniature (pocket-sized) for the convenience of those who like their games on the go. During World War II, more than one

million of the little Druke game sets went off to war with our nation's soldiers.

So, if you're shopping for a Druke chessboard, don't go to the toy department. Try fine furniture or gifts.

Tel-Med Service Halted for Holiday

TEL-MED, a public service offering free taped health information by telephone, will be closed Thursday, Nov. 28 through Sunday, Dec. 1.

TEL-MED will reopen for calls on Monday, Dec. 2 at 9 a.m. Normal hours of operation are Monday through Friday, 9 a.m. to 9 p.m., and Saturdays, noon to 8 p.m.

TEL-MED has 272 tapes concerning numerous medical, dental and mental health issues that you can listen to in the privacy of your home. Specific tapes which may be helpful during the holiday season are:

- 41, Ski Season: Are you Ready?
- CI, 38, Coping With Stress
- 70, Sore Throat
- 40, Viruses: What Are They?
- 38, Flu
- 399, Car Seat Safety for Children
- 150, Seat Belts for Safety.

These three- to seven-minute tapes may be heard by calling 668-1551 from the Ann Arbor/

western Washtenaw county area, 434-6120 from the Ypsilanti/western Wayne county area and 548-2832 from Livingston county.

Tapes may be requested by name or number. Only one tape can be heard per phone call, but individuals are welcome to call as often as desired. Each call is toll-free.

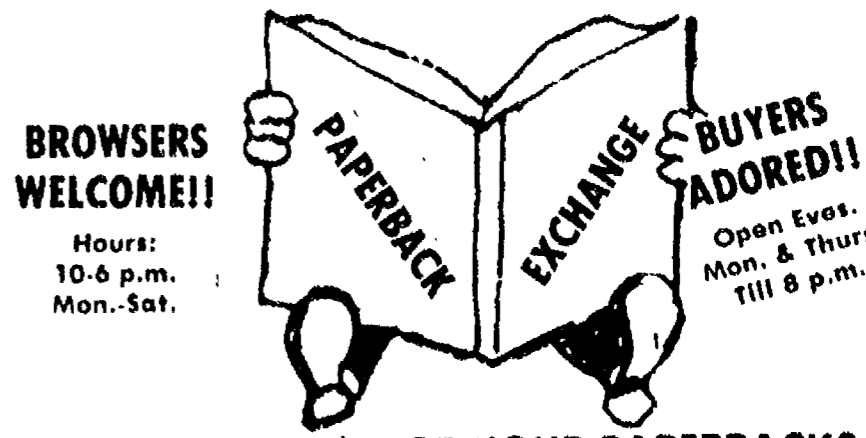
TEL-MED is sponsored by Beyer Memorial Hospital, Chelsea Community Hospital, Eastern Michigan University Snow Health Center, Livingston County United Way, M-Care, McPherson Community Health Center, Mercywood Hospital, St. Joseph Mercy Hospital, Saline Community Hospital, University of Michigan Hospitals, University of Michigan University Health Service, Veterans Administration Medical Center, Washtenaw County Medical Society and Washtenaw United Way.

A free brochure listing all 272 TEL-MED tapes may be ordered by calling the above numbers.

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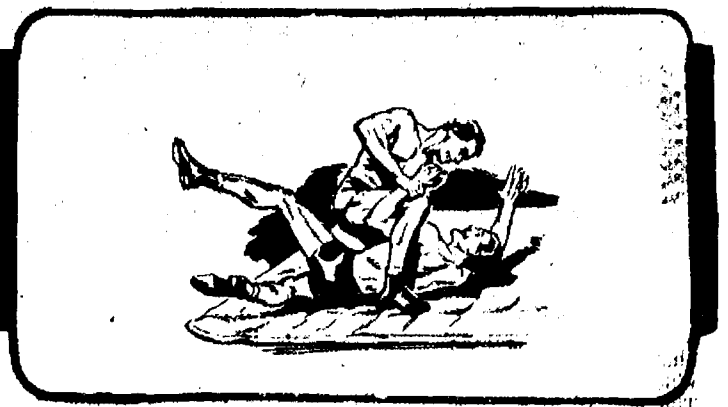
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SPORTS



Girls Swim Team Places 2nd in Chelsea Invitational Meet

Chelsea girls swim team Chelsea Invitational last week to close out the regular season. Competing in the meet were SEC rivals Milan and Dexter, and Dundee and Novi. Milan was the meet winner.

The Bulldogs won four out of the 11 events and set a new school record in the 200-yard medley relay in 1:59.46. The relay team was composed of Paula Colombo, Kelly Kuzon, Cathy Hoffman and Susan Schmunk.

Other first-place finishers were P. Colombo in the 200 individual freestyle, Schmunk in the 200 freestyle, and Kuzon in the 100 breaststroke.

"I was very pleased with the performances of the girls, and almost without exception, they had career-best times in their events," said Chelsea coach Mike Keeler.

Other Chelsea finishers were as follows. An asterisk denotes career-best performance.

200 medley relay: 6. Karen Grau, Chris Young*, Lisa Taylor and Rebecca Dent*, 2:14.25; 9. Maria Kattula, Dawn Thorne,

Tricia Colbry* and Meredith Johnson*, 2:22.36.

200 freestyle: 1. Schmunk, 2:05.68; 5. Sharon Colombo, 2:12.77*; 9. Suzanne Cooper, 2:23.43*; 15. Tricia Colbry, 2:32.33*.

200 IM: 1. P. Colombo, 2:25.89; 5. Grau, 2:38.43; 8. Helen Cooper, 2:42.51*; 11. Young, 2:56.89*.

50 freestyle: 9. Josie Krzeczowski, :29.66*; 10. Dent, :29.75*; 12. Tami Harris, :29.92*; 16. Anne Albrecht, :32.39*.

100 butterfly: 2. P. Colombo, 1:04.37; 3. Hoffman, 1:06.99*; 7. Taylor, 1:15.93*; 11. Colbry, 1:21.54.

100 freestyle, 2. Schmunk, :57.86; 9. Kuzon, 1:03.41*; 10. Krzeczowski, 1:06.72*; 12. Dent, 1:07.29*.

500 freestyle: 5. S. Colombo, 6:05.54; 9. H. Cooper, 6:27.49*; 10. S. Cooper, 6:37.28*; 15. Karen Paulsell, 7:58.43*.

100 backstroke: 5. Grau, 1:13.5; 12. Kattula, 1:22.17*; 13. Missy Check, 1:24.21*; 17. Albrecht, 1:41.62.

100 breaststroke: 1. Kuzon, 1:14.76; 6. Young, 1:22.87; 12.

Michele Cigan, 1:22.06; 13. Thorne, 1:28.58.

400 freestyle relay: 5. S. Cooper*, H. Cooper*, Hoffman and Colombo, 4:18.22; 9. Johnson*, Taylor, Harris*, Krzeczowski*, 4:40.66; 13. Albrecht*, Sheila Tillman, Check*, Paulsell*, 5:14.13.

Diving (11 dives): 7. Deanna Zangara, 285.45*; 10. Stierle, 234.65; 11. Robyn Hafner, 231.40; 15. Jennifer Schweiger, 136.40.

The Chelsea team that will compete in the state meet Dec. 6-7 is Schmunk, P. Colombo, S. Colombo, Kuzon, Dent, Grau, and Hoffman.



NANCY STIERLE took 10th place in the diving competition at the Chelsea Invitational Swim Meet last Thursday at Cameron Pool. Competing were Chelsea, Dexter, Milan, Novi and Dundee.

Tennis Awards Presented

Chelsea girls varsity tennis awards were presented Thursday evening at a dessert held at the home of Ruth and Arthur Dils. A special cake honoring the team and their best winning season was served to all.

Receiving senior plaques were Chris DeFant, Anne Acree and Karen Killelea, Chris received the only fourth-year award and the coach's award for excellence and dedication to the team. Both Anne and Karen received third-year award trophies. Anne also received a special spirit award medal presented for the first time this year.

Junior Melanie Dils received a third-year award trophy. Deana Slusher received a second-year Bulldog pin. Deana, along with her partner, Kelly Stump, received the most improved player award.

Sophomores who received first-year varsity letters were: Kelly Stump, Ada and Arlene Tail, Minda Van Reesema and Allison Thornton. Jenny Pichlik and Angie Miller received second-year Bulldog pins. Both Jenny and Angie were given medals by coach Schreiner showing their over-all records for this year. The doubles teams of Kelly Stump and Deana Slusher and Ada and Arlene Tai also received medals denoting their over-all records.

The only freshman on the team, Angel Lawton, received her first-year varsity letter and numerals. All team members received varsity certificates and tennis pins.

The Most Valuable Player award was presented for the second year to sophomore Angie Miller. The Most Improved Player award went to the doubles team of Kelly Stump and Deana Slusher.

This dessert provided a very nice ending to the best girls tennis season since the team was started by Schreiner five years ago. The team ended the season with a 10-4 record.

Aquatic Club's U.S. Team Swims at Okemos

Chelsea Aquatic Club's U.S. swim team took part in the Okemos B/C division swim meet last week-end and many swimmers reached personal best times.

Lori Ritter, in the eight-and-under group was first in the 25-yard backstroke, :22.21; sixth in the 50 freestyle, :43.36; second in the 25 fly, :22.01; and second in the 25 breaststroke, :24.93.

Carey Schiller, in the same age group, was seventh in the 25 backstroke, :21.20; fifth in the 50 freestyle, :42.80; 10th in the 25 fly, :21.73; fifth in the 25 breaststroke, :27.98; fifth in the 25 freestyle, :19.40; eighth in the 50 breaststroke.

Betsy Schmunk was fourth in the 25 backstroke, :20.40; second in the 50 freestyle, :40.85; fourth in the 25 fly, :23.35; first in the 25 breaststroke, :22.96.

In the 9-10 age group, Colby Skelton was second in the 200 freestyle, 2:51.56. He also swam in the 100 fly.

Dana Schmunk was fourth in the 200 freestyle, 2:59.43; first in the 100 individual medley, 1:31.69; fourth in the 100 backstroke, 1:35.5.

Joseph Cesarz was 12th in the 200 freestyle, 3:18; eighth in the 100 IM, 1:41.43; first in the 100 backstroke, 1:34.8.

Casey Schiller was 13th in the 200 freestyle, 3:19.73; third in the 50 breaststroke, :49.69; sixth in the 100 IM, 1:41.02; 10th in the 100 backstroke, 1:47.72; third in the 50 freestyle, :37.80; third in the 100 breaststroke, 1:49.8; third in the 50 backstroke, :44.77.

Steven Brock was 15th in the 200 freestyle, 3:21.13; fourth in the 50 breaststroke, :48.29; second in the 100 IM, 1:34.11; second in the 100 backstroke, 1:34.83.

Jason McVittie was 19th in the 200 freestyle, 3:30.32; seventh in the 50 breaststroke, :49.95; fourth in the 100 IM, 1:35.27; and seventh in the 100 backstroke, 1:42.71.

Elizabeth McLaughlin was 16th



CATHY HOFFMAN takes a breather between events at the Chelsea Invitational Swim Meet last week at Cameron Pool. Hoffman was the third swimmer on the Bulldogs' first place 200 medley relay team. She also took third place in the 100 butterfly and swam on the 400 freestyle relay team. She'll be one of the swimmers to represent Chelsea at the state meet Dec. 6-7.

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Beach Middle School Basketball Schedule

Dec. 3—Dexter A 4:00
 Dec. 5—Tecumseh A 4:00
 Dec. 10—Saline H 4:00
 Dec. 12—Milan A 4:00
 Dec. 17—Lincoln H 4:00
 Dec. 19—Dexter H 4:00
 Jan. 14—Tecumseh H 4:00
 Jan. 16—Saline A 4:00
 Jan. 21—Milan H 4:00
 Jan. 23—Lincoln A 4:00

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D. Bellus Chosen No. 1 Quarterback In State By UPI

Chelsea's Dan Bellus was named the top class B quarterback in the state by United Press International.

The senior was all-everything to coach Gene LaFave's offense, which depended heavily on the passing game.

Bellus set several school records this season. In the last game of the season against Ortonville-Brandon he passed for 374 yards for the single game mark, hitting 19-26 passes.

He also set the single season passing mark, with 1,757 yards, and the career passing mark, with 3,374 yards.

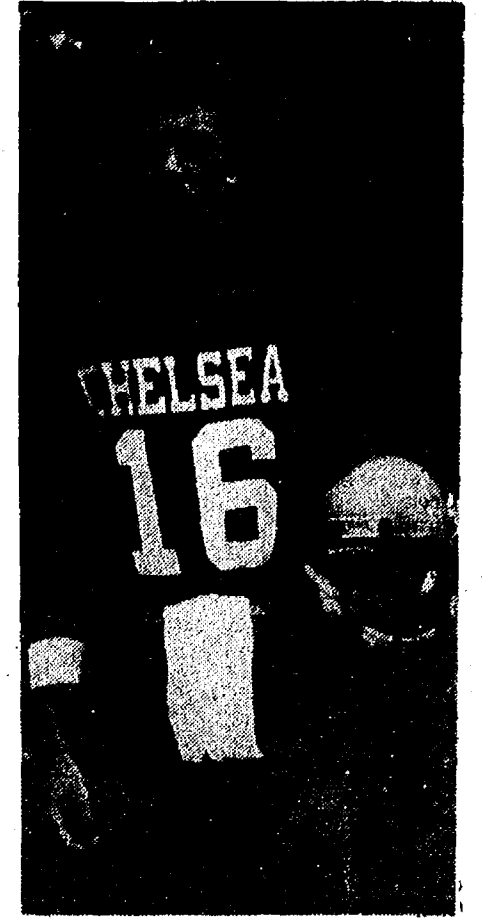
"I wouldn't trade Dan for any quarterback anywhere," LaFave said. "This year he became the complete quarterback and ran our offense very well. He put in a tremendous amount of work in the off-season the last couple of years, which made a big difference."

Bellus threw for 10 touchdowns and completed 112 of 214 attempts. He also only had five interceptions, extremely low for a high school quarterback.

The 6-1, 165 pound senior may play football or baseball at Western Michigan University

next fall. LaFave says he's convinced Bellus has the ability to play major college football.

"He has a strong arm and excellent technique," LaFave said.



DAN BELLUS

Cagers Eliminated In District Tourney

Chelsea girls basketball team finished off the season with a 44-22 loss to the Saline Hornets in the district tournament at Tecumseh on Monday night.

Chelsea had drawn a bye for the first round, while Saline nipped Dexter in overtime last Friday to advance.

According to Bulldog coach Jim Winter, it was like two separate games. After the first half, Chelsea held a slim 17-16 lead. However, the Bulldog girls could only manage five points the entire second half.

"They changed their defense in the second half, which really bothered us," Winter said.

"In the first half they played a man-to-man, full court press, which worked well for us. We were running the picks and getting the open shots. In the second half they switched to a half-court press and a 1-3-1 zone defense, which hurt our perimeter game. Our picks weren't as effective. Chelsea shooters had an off night, making only 9-47 attempts. The Bulldogs, who have also depended heavily on free throws, only went to the line 12 times, making four shots.

Kris Mattoff led Bulldog scorers with 10 points. Jennifer

Cattell and Kristi Headrick were next with four each, Kris Zerkel had three, and Peggy Hamerschmidt had one.

Chelsea finished the season with a 5-16 over-all record.

Three Basketball Players Awarded SEC Honors

Three Chelsea basketball players were named to post-season Southeastern Conference teams.

Jennifer Cattell was named to the second team, while teammates Kris Mattoff and Kristi Headrick made honorable mention.

No further details were available at press time.

Beach Middle School Wrestling Schedule

Jan. 14—Dexter A 4:00
 Jan. 21—Saline H 4:00
 Jan. 25—Hillsdale Inv. A
 Jan. 30—Tecumseh H 4:00
 Feb. 6—Ypsi. Eastern H 4:00
 Feb. 11—Dundee A 4:30
 Feb. 13—Blue/Gold H 4:00

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KELLY KUZON took first place in the 100 breaststroke at the Chelsea Invitational Swim Meet last week. She'll also be one of several Chelsea swimmers to participate in the state meet Dec. 6-7 in Grand Rapids.

Big Buck Contest Open To All Deer Hunters

The Department of Natural Resources (DNR) Wildlife Division again joins with Commemorative Bucks of Michigan, a non-profit organization, to host the fifth annual Michigan Big Bucks Awards Program.

All archery, firearm, and muzzleloader deer hunters, both resident and non-resident, who take large antlered whitetailed deer in Michigan this year are encouraged to enter the racks of their deer in this annual competition.

"Each year this program recognizes and awards the archery, firearm, and muzzleloader deer hunters who take the largest typical (symmetrical) and non-typical (non-symmetrical) whitetailed deer rack during that year's Michigan deer season," explains Ed Mikula, DNR Wildlife Division Chief. "The program also helps maintain Michigan's all-time records on whitetailed buck deer," he adds. "Commemorative Bucks of Michigan, which will be scoring all the racks received, has demonstrated the ability to run a high quality, state-wide contest, and we at the DNR are pleased with our continued association with them in this program."

Classifications for the contest include typical and non-typical racks taken by: 1) any weapons, 2) muzzleloader, and 3) bow and arrow. Categories of participants

will include: 1) all hunters, 2) women hunters, and 3) hunters under 18 years of age.

There is no charge to enter this awards program. Before official measurements (antler size and mass) can be taken, however, a hunter must dry the rack a minimum of 60 days before taking it to be scored. A score will be recorded and submitted for award consideration by an official Commemorative Bucks of Michigan measurer, providing the antlers attain minimum score requirements.

For a list of official Commemorative Bucks of Michigan measurers, contact your local DNR Office, or call or write Commemorative Bucks of Michigan, 4365 S. Commerce Road, Union Lake 48085, phone 313-363-8620.

All hunters whose deer are entered in the 1985 Michigan Big Bucks Awards Program will receive a certificate recognizing their accomplishment. An awards dinner, typically held in the spring, will award the two top scorers in the respective classifications with a plaque from Commemorative Bucks and a pewter belt buckle from the DNR.

Wrestling Schedule

Dec. 5—Flat Rock	H 6:30
Dec. 7—CHS Inv.	H
Dec. 10—Western	A 6:30
Dec. 12—Saline	A 6:30
Dec. 14—Fenton	A 10:00
Dec. 19—Milan	A 6:30
Jan. 4—Western Inv.	A 10:00
Jan. 9—Lincoln	H 6:30
Jan. 11—Huron Inv. & JV N.W. Invitational	A
Jan. 16—Lumen Christi	A 6:30
Jan. 18—South Lyon JV Invitational	A
Jan. 18—Hillsdale Inv.	A
Jan. 21—South Lyon & Northwest	A 5:30
Jan. 23—Dexter	H 6:30
Jan. 25—Athens Inv.	A
Jan. 30—Tecumseh	A 6:30
Feb. 4—Pinckney	H 6:30
Feb. 8—SEC Meet, Milan	10:00
Feb. 15—Regional	A 10:00
Feb. 22—Regional	A 10:00
Feb. 28—State	H 10:00
Mar. 1—State	A 10:00

Private Industry Councils (PICs), appointed by local elected officials to plan job training and employment service programs under the Job Training Partnership Act (JTPA), serve as key mechanisms for bringing private sector representatives into the active management of these programs, according to a U. S. Labor Department fact sheet.



TIM KLINK, 17, of Chelsea, shot this eight-point buck on the opening day of firearms season, Friday, Nov. 15, just a couple miles north of the village. He used a 20 gauge shotgun from about 50 yards to take his first deer ever.

Outdoor Report

Essen DNR District Office in Jackson

Weather . . .

This has been the rainiest fall season in memory. Farmers are having trouble finishing their fall work, including corn harvest, providing good food and cover for the deer but also causing opening day of gun and deer season to be wet and rainy. Forecast is for more of the same in the coming week.

Forestry . . .

The large number of people supplementing their heat supply by burning firewood may experience unwarranted alarm due to insects associated with firewood. These insects can be divided into two groups: (1) wood borers and (2) those seeking shelter.

Beetles usually announce their presence when the homeowner finds piles of sawdust created as they emerge from the wood. Sometimes large, strikingly patterned beetles are found. There is also a large wasp that develops in some types of firewood (especially dead elm). Some of these insects may emerge from the firewood when it is brought inside. However, these beetles or wasps will not cause damage to lumber of the home or attack home owners.

Carpenter ants and termites may also be found in the wood, but it is highly unlikely that these insects will invade the home from firewood. Both are social insects, and the structure of the colony is usually so disturbed when the wood is cut and split that chances of establishment of colonies in the home are very remote.

Large beetles seeking overwintering sites under loose bark or in hollow trees may be found under loose bark; these are totally harmless. Pennsylvania wood roach nymphs are not capable of establishing indoors, so the homeowner should not be concerned by their presence in the wood pile.

Insect invasion of these "bugs" can be prevented by following these rules:

1. Do not stack firewood in or against any building.
2. Bring in amounts that can be used in a couple of days; stack in cold portions of the house (garage or unheated porch).
3. Do not leave firewood in the house over the summer.
4. Do not treat firewood with insecticides. It is unnecessary and expensive.

Law . . .

Conservation Officer Bruce Van Wieren reported rainy, wet, cold weather for opening weekend. Hunters got discouraged. Not as many deer were handled at Region III checking station as we expected Friday; however, these numbers picked up on Sunday and Monday and many deer

were being reported this week. Some nice bucks were taken. Lots of hunters were out on state land Sunday.

Wildlife . . .

Local Wildlife Biologist Jeff Greene worked at the Alma deer checking station through Nov. 18. Over 1,000 deer were checked in spite of terrible weather throughout the state on the second day of the season. The check station at Alma gets deer from throughout Region I and Region II. In 1984, that station had examined 900 deer in an equivalent time. In the Upper Peninsula, almost all hunters report seeing more deer than they have in many years. In Region II, deer numbers have been high for several years, but the size of yearling bucks seems to be larger than in 1984.

Successful deer hunters in District 13 can bring their deer or its entire head into one of the several offices throughout the deer season and for a couple of weeks following the season. Checking locations in the district are:

- Jackson District Office, 3335 Lansing Ave.
- Waterloo Game Office, 13570 Seymour Rd.
- Waterloo Portage Lake Park, Seymour Rd.
- Brighton Recreation Area, 6360 Chilson, Howell.
- Hayes State Park, 1220 Wampiers Lake Rd., Onsted.
- Mason Wildlife Facility, 1219 Hawley Rd., Mason.
- Dick's Sport Shop, 7110 W. Territorial Rd., Camden.

Thus far at Jackson 183 deer have been checked for the first four days of the season compared with 141 in 1984 and 168 in 1983. Some of the largest bucks have come from Hillsdale county. Hunting pressure appears slightly down from last year, but kill appears excellent.

Volleyball Schedule

Jan. 4—CHS Invitational	H
Jan. 6—Western	A 6:30
Jan. 9—Lincoln	A 7:00
Jan. 16—Stockbridge	H 7:00
Jan. 20—Saline	A 7:00
Jan. 23—Dexter	A 7:00
Jan. 27—Milan	A 7:00
Jan. 28—Columbia Cent.	A 6:30
Jan. 30—Tecumseh	H 7:00
Feb. 3—Pinckney	A 7:00
Feb. 6—Saline	H 7:00
Feb. 10—Milan	H 7:00
Feb. 13—Lincoln	H 7:00
Feb. 17—Gabriel Richard	H 7:00
Feb. 20—Dexter	H 7:00
Feb. 22—AA Invitational	A 8:00
Feb. 24—Tecumseh	A 7:00
Feb. 27—Pinckney	H 7:00
Mar. 1—District	A

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SPORTS NOTES
 BY BRIAN HAMILTON

Something a little weird in the world of high school football happened last week. Chelsea quarterback Dan Bellus was named United Press International's Class B quarterback of the year.

Somebody blew it somewhere. Here we have a situation where a guy who isn't even voted the top quarterback in his league by the coaches is named the best in the state. That honor went to Lincoln's Jeff Sloan. Somebody blew it.

Being the prejudiced soul I am, though, I'm inclined to believe the SEC coaches made the mistake. I suppose it's understandable how such a travesty could happen. Lincoln won most of its games and Chelsea didn't, simple as that. Chelsea's offense had a couple of poor games, which is all Sloan needed. I understand he made first team by a 4-3 vote.

Bellus was good, no make that superb, most of the time. He set the school's single game (374 yards), single season (1,757 yards), and career passing (3,374) records this season.

He's no dummy, either. In the Ann Arbor News story last Saturday, he credited his linemen for giving him all the time he needed to find his receivers, generally Todd Starkey or Mark Mull, who can catch as well as anyone. If a quarterback doesn't have the time to throw the ball, and no one to catch it, even Dan Marino would look bad.

A good share of the credit has to go to head coach Gene LaFave, as Bellus said. The Bulldogs had just the right offense to show off the passing game. Knowing how to use your talent is half the battle. If he had installed a power, running offense, Bellus would have been mired in obscurity.

Apparently LaFave did a good repair job on Bellus' confidence, too. No one can win without confidence.

No one knows better than LaFave just how hard Bellus has worked to develop his skills—throwing a football three times a week from January through May, for instance. Learning the complicated offense well enough to call successful audibles.

Bellus is reportedly being recruited by Western Michigan University. The coach there certainly knows what a good quarterback looks like. His son, Jim Harbaugh, is one of the best anywhere, as he so adroitly showed last Saturday.

Congratulations, Dan, on a fitting end to a fine senior season.

Last Saturday's UM-Ohio State game was one of the best in recent years. I thought my underdog Buckeyes just might pull it out when Jim Karasatos hit Kris Carter on that fourth down touchdown pass late in the game to make the score 20-16.

Bo Schmechler said Jim Harbaugh was the most underrated quarterback in the Big 10. Harbaugh certainly did nothing to change his mind about that observation. He scrambles as well as anyone Bo's ever had. Any other quarterback would have been sacked several times. I kept wondering what those Buckeye pass rushers were saying to each other in the huddle. Probably something like, "that guy's more slippery than a greased Badger," or something like that. His utterly demoralizing pass to John Kolesar in the fourth quarter for the touchdown was sensational. I never expected a pass in that situation, at least from Bo.

Earle Bruce must not have expected it, either, since Kolesar was wide, wide open.

If there was one consolation for us Buckeye fans, it was knowing that Bo now has just an even record, 6-6-1, against Ohio State. No other team has caused him more grief over the years.

Wait 'til next year. As for the rest of this season, I'm predicting that Michigan will beat Nebraska, assuming that's who they play, in the Fiesta Bowl by at least a touchdown. Don't ask me why, though. I hate to side with UM.

This deer season has been an unpleasant education for me.

Philosophically, I have nothing against it. Anyone who wants to blow Bambi's mother or father away has my blessing.

It's just that nobody in my family ever had the urge to hunt. I can only remember one hunter among us, my uncle John. He died when I was about six (no, not in a hunting accident).

So, I've never been exposed to it. I did have a BB gun once. One time I accidentally did kill something, a small woodpecker. Never used the gun again.

But, honestly, I have nothing against hunting or hunters. The opening day of firearms season the Friday before last was unnerving, to say the least. It's not as though I'm new to the area, either. It's just that this is the first time I've ever worked on a newspaper during deer season.

Until that Friday, I had only seen about three deer in my entire life, and they were all alive. From 8:30 a.m. until noon I must have seen a dozen bucks, all in various stages of death—from still-warm to newly-rigid. A couple had their hooves behind their antlers, all had their bloody tongues hanging out, and almost all of them HAD THEIR EYES OPEN. All of them had their predators with them, too. Their predators wanted to have their pictures in the paper. That's where I came in. I took their pictures, at least most of them.

Most guys (there was only one woman among them) brought their deer in the back of a pick-up truck. A couple used bungy cords to strap them to their trunks. Another even put his IN the trunk. I really expected someone to carry one in on his back.

On Monday a gentleman even came in with a big buck, whose body cavity was propped open by a piece of two-by-four. It had been hanging up since Friday or Saturday. I took a picture of it, too. Let me tell you, that's the way I'd like to start every week.

The Wolverine basketball team better be prepared on Saturday. That's when they play the Georgia Tech Yellow Jackets. It's a game of number one teams, depending on which pre-season poll you look at.

While Michigan has five starters returning, Tech has four, including two bona fide all-Americans in guard Mark Price and forward John Salley. The Jackets, I believe, have Michigan beaten at every position but one. And just how well Tech handles center Roy Tarpley will determine the game. Tech lost its center, Yvon Joseph, the "Haitian Sensation," to graduation.

It ought to be a good one.

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Koernkes Participate in TV Filming of North-South, II

Bill Koernke and his son, Matthew, 14, will have a chance to see their fantasies come to video life when ABC-TV airs "North/South II," a television sequel to the mini-series, "North/South," next spring.

The Koernkes, Jerusalem Rd. residents just outside of Chelsea, were two of more than 1,500 extras involved in the filming of the story of the Civil War, Nov. 11-17, on a horse and cattle ranch in Natchez, Miss. They played soldiers in the 1st Michigan Light Artillery Battery A, informally called Loomis' Battery from Coldwater. Loomis' Battery was real. It participated in many of the war's biggest battles, before being captured at Chicamauga, just outside of Chattanooga, Tenn. And the Koernkes wouldn't have had it any other way.

Bill, who's a fire fighter in Ann Arbor, has been a Civil War buff for more than two decades, ever since his great-grandfather gave him a musket. He and his son belong to a group (with no formal name) that participates in "re-

enactments" of Civil War battles, in various locations around the state. It's a way of showing a "living history," Bill says. They have authentic "replica" clothes, made by Lavone, Bill's wife, "all the way down to the buttons." Bill even owns a light artillery cannon on wheels.

Their group was one of many similar organizations around the country asked to be extras in the film, for the simple reason that it was the easiest way for Warner Brothers to ensure authenticity in the final product. Nineteen of their group traveled together to Natchez for the filming.

"It was a once in a lifetime experience," Bill said.

"I got killed at least a couple of times, and Matthew got knocked off a couple of times, too. It was the ultimate re-enactment. They had explosions go off all around us. There were at least 50 injuries during the filming that were caused by people getting carried away. One guy got a bayonet through his ear, another man was hit in the head by a rifle butt, and

another man shot himself with a blank round. It was a very realistic endeavor to portray the Civil War as it really was. The artillery they used was real. Many of the men even had authentic underwear. It was as authentic as they could make it. They didn't want a bunch of Hollywood models coming in who didn't really have any idea of what it was like back then. A couple people in our group thought that every re-enactment after this might be a letdown."

Matthew was one of many boys included in the filming, for yet another touch of authenticity. Bill says it wasn't uncommon for 10-year-old boys to fight, since there was no check of birth certificates.

Bill and Matthew also got a good taste of the movie making business.

"It's a tremendous amount of work," Bill said.

"There were many scenes that had to be shot over several times because something wasn't quite right. They might see someone wearing a pair of modern glasses and have to stop the filming, or they might see some cigarette butts on the ground, and back then there were no cigarettes. Or they might see someone wearing a watch. We spent a lot of time waiting for them to re-load explosives."

The first day of filming was the only rainy one the entire week, and it was used to film the mucky battle scenes. That presented a few problems for the actors, who didn't have access to a laundromat. By the end of the week their woolen clothes were so grungy they could barely stand to wear them.

"It really gets hot in those clothes in 70 or 75 degrees," Bill said.

There wasn't much in the way of monetary gain for the extras. They were given daily pay and mileage for the drive down, but estimates they'll end up breaking even.

"We wouldn't have missed it for the world," Bill said.

"I just hope we see ourselves in a few shots."

NWF Seeking Limit on Fish Kill By Power Companies

The National Wildlife Federation (NWF) plans to file a citizen suit in U. S. District Court if the Michigan Water Resources Commission fails to limit the volume of dead fish discharged into Lake Michigan by the Ludington Pumped Storage Facility.

According to NWF, the electricity-generating plant owned by Consumers Power Co. and Detroit Edison Co. pollutes the lake when fish remains are expelled. NWF says that volume should be limited under the plant's pollution discharge permit.

The real objective of the NWF action is to cut down on the number of fish killed by the power plant.

NWF and the Michigan United Conservation Clubs (MUCC) pressured the Department of Natural Resources and the plant to negotiate an agreement to compensate the public for the huge fish losses caused by the plant. The proposed agreement fails to require any reduction in the number of fish killed, but does provide for mitigation for the losses by sponsoring sport fishing improvement projects in other areas.

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BILL AND MATTHEW KOERNKE were extras in the making of the sequel to "North/South," called "North/South II." The Koernkes journeyed to Natchez, Miss. to take part in the filming earlier this month. Bill has been a Civil War buff for near-

ly 20 years. He belongs to a group that re-enacts battles using authentic clothing and hardware. They were among many similar groups contacted by Warner Brothers to give the show authenticity. The Koernkes live on Jerusalem Rd.



IT'S NOT THE CIVIL WAR, but its the closest thing to it, as infantry wait to go into battle during a scene from the sequel to the recent mini-series, "North/South," called, appropriately, "North/South II." Bill Koernke, and his son, Matthew, 14, Chelsea area residents, were extras in the film, playing soldiers in Loomis' Battery from Coldwater.

ly 20 years. He belongs to a group that re-enacts battles using authentic clothing and hardware. They were among many similar groups contacted by Warner Brothers to give the show authenticity. The Koernkes live on Jerusalem Rd.

Ag Conference Set Jan. 8 in Lansing

Gov. James Blanchard and Michigan State University President John DiBiaggio will be among the featured speakers at the Michigan Agriculture Conference (MAC) legislative reception Jan. 8.

The event at the Lansing Civic Center from 5 p.m. to 8 p.m. is now in its 39th year.

The buffet which costs \$15 per person, will be almost entirely made from products grown and processed in Michigan. More than 20 commodity groups and agricultural organizations will have display booths at the event.

Legislators, policy makers from such state departments as agriculture, licensing and regulation, and commerce, and representatives from MSU will attend the event.

"The purpose of MAC is to help focus and direct opinion about agricultural concerns in concert with all of Michigan agriculture," says Frank Madaski, MAC executive secretary. "In that respect, we try to function as an umbrella organization for efficient communication among agricultural commodity groups and agricultural industries."

"A primary function of our organization is to disseminate information about the effect that important legislation and policy proposals will have on the state's agriculture," Madaski says.

"We also function as a focal point for opinion regarding the need for agricultural research, extension and teaching programs, and we provide support for the Michigan Department of Agriculture," Madaski says.

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concerning purchases by mail. But in most cases the Postal Inspector cannot help with orders made by phone. And while the FTC cannot handle individual complaints, they are interested in knowing problems so that they can determine whether a pattern of complaints is developing against certain companies.

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Mixed Feelings Found in Survey on Animal Use For Medical Research

County residents appear to be aware of and well informed about many issues related to the use of animals in research according to survey results released today by the Humane Society of Huron Valley.

The survey of a small sample of Washtenaw county residents was conducted in March of 1985 for the Humane Society by students in a graduate course in survey methods, at the University of Michigan under the supervision of Dr. Robert P. Quinn, Associate Research Scientist at the Institute for Social Research.

"The most basic finding suggested from the survey date," says Quinn, "is that the general public are more intelligent about and have more complex and sophisticated attitudes toward the use of animals in research than they are usually given credit for."

When asked to identify the most important factor determining the acceptability of using animals for research, survey participants were evenly split: 47% felt the purpose of the research was most important while 43% focused on the degree of pain felt by the animal. Additional factors included the type of animal used (6%) and who conducts the research (4%).

"Although people in this sample were generally concerned about the plight of all research animals," says Quinn, "they clearly draw distinctions between the type of research and the type of animal. For instance 84% approve of using rodents in medical research but only 34% approve of using dogs and cats in cosmetic testing." 82% of the sample believe that it is very important that research animals be properly cared for and humanely treated. 96% believe that research using animals should be reviewed by a research committee to be sure that it is properly and humanely conducted and 85% think such review should in-

clude persons representing animals' interests.

Additional findings from the survey suggest strong public support for the development of non-animal research alternatives such as computer simulation. 92% of the sample said it was important to develop such alternatives. Survey participants also expressed strong support for a variety of legislative alternatives which would ensure the humane use of animals in research. When asked if they would approve the stricter regulations governing animal research if such regulation resulted in higher costs of some consumer items and medical services, 87% indicated they would approve.

On the controversial question of whether animals from public animal pounds and shelters should be used for research, the data suggests that the public has mixed opinions. 72% indicated that they would prefer to have their own pet euthanized rather than be made available for research. And 61% indicated support for legislation which would ban the use of animals raised as pets in research. However, when asked if they would support or oppose legislation banning the use of dogs and cats obtained from pounds and shelters, 56% opposed such legislation. "With a small sample like this," says Quinn "in the 40%-60% range it's safest to say that peoples' opinions are about equally divided on an issue. But when you get up to 80%-90% of people endorsing something, even with a small sample, that suggests a definite trend."

According to Humane Society Executive Director Susan J. Schurman, a doctoral candidate at the University of Michigan's School of Education, the underlying issue in the public's seeming contradictory attitudes on this issue is "when is a pet no longer a pet?" Schurman stated, "It's clear that the majority of people in this sample don't want their own pets used and it appears that they don't want any animals raised as pets used. But after an animal has the misfortune to be abandoned or become lost, people seem to stop thinking of it as a pet."

Schurman believes the scientific community has attempted to exploit this attitude. "They have taken the position: 'a pet is an animal with an owner. Once it loses its owner it is no longer a pet.' Our position (the Humane Society) is that this is an exercise in semantics intended to justify their use of pet animals. We use the term 'companion domestic animal' to refer to pet dogs and cats. The animals that come to our shelter, like most shelters, are companion domestic animals—pets—created exclusively to function as companions to humans. Today's 'stray' was yesterday's companion. Feral animals represent a minute percentage of the animals we care for each year. Unfortunately, in our throw-away society, we've created a tragic surplus of companion animals—millions more are born each year than homes can be found for. And instead of putting our energies and resources into solving this tragic overpopulation problem, we as a nation capitalize on it by using their plentiful and cheap bodies as research tools. And we justify this attitude by saying 'they're no longer pets' or 'they're going to die anyway'."

Schurman argues that this is an attitude reminiscent of attitudes toward orphaned children in the 19th century. "The history of the child welfare movement is most comparable to the animal welfare movement. Orphaned or abandoned children were frequently left to fend for themselves. Fortunately, today, if a child is unfortunate enough to lose his or her parents, we still consider him a child, worthy of public welfare and protection. Hopefully public attitudes about our companion animals will

change in a similar direction."

Schurman believes the practice of "pound-release" should be outlawed in Michigan and the Humane Society of Huron Valley supports legislation recently introduced in the Michigan Senate (S.B. 393 and 394) to that effect. "We need to stop pet overpopulation not perpetuate it. The issue is not a question of using animals in research per se but whether it is appropriate to use this particular category of animals. The Humane Society is not an anti-vivisectionist organization and we do not oppose the appropriate use of laboratory animals provided researchers meet our standards of human usage. However, using companion animals from shelters is a different issue. An animal shelter's job is to implement policies aimed at reducing the numbers of surplus companion animals. This involves a comprehensive set of community animal welfare and control programs such as we have here in Washtenaw county. We are leading the nation in the fight against overpopulation and we have demonstrated that it can be done. It is simply not true, as researchers claim, that 'they're going to die anyway, why not get some benefit from their death.' I fail to understand how responsible scientific minds, trained in logic, can continue to make this claim simply to support their wish to continue purchasing research animals subsidized by local property taxes. Those communities which rely on the sale of stray and unwanted companion animals to animal dealers for resale to research facilities have categorically failed to implement any preventive measure whatsoever. The pound-release program system is an ill-conceived public policy which attempts to solve one social problem (human health and welfare) by perpetuating another (the overpopulation of companion animals). I believe that as more people come to see that these animals are lost or abandoned pets we will continue to acquire public support for eliminating the pound-release system."

Schurman says the Humane Society is currently seeking funding to replicate portions of this survey using a national sample. "We believe it is important to generate reliable information about how the public feels on the issues related to using animals in research. Prior to this survey we suspected that the majority of the American public supports the most humane research methods possible. Public opinion is important to both sides of this issue and we felt it was important to obtain some accurate information about how citizens of our community feel."

Schurman and Quinn agree that this sample is small and contains a potential bias; respondents in this survey are more likely to be among the older, more established members of the community due to the fact that the sample was originally drawn for an earlier survey conducted in 1983 and most of the transients were unavailable for re-interviewing. Schurman believes that similar data collected from a national sample would be useful as animal advocates and animal researchers struggle to find acceptable solutions to the controversies surrounding animal research.

Other findings from the survey included:
-44% of those interviewed had one or more pets at the time and another 42% had had one in the past for a total of 96%.
-40% of those presently owning pets had cats and 36% had dogs. Another 11% had birds.
-pet ownership per se had little effect on attitudes toward the uses of animals in research. Pet owners and non-pet owners were similar in their responses. The importance of the pet to the person did seem to influence responses.

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There are cases, however, where a minor does not need a work permit. For example, 17-year-olds who have passed the GED test and 16- and 17-year-olds who have met the requirements for graduation from high school do not need work permits. Neither do emancipated minors—minors who are married or who

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The Michigan Department of Labor (DOL) may issue approvals allowing minors to operate certain types of power equipment.

For further information about work permits and youth employment standards, write the Michigan DOL, Bureau of Employment Standards, 7150 Harris Dr., Box 30015, Lansing 48909 or phone (517) 322-1825.

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DECEMBER	DECEMBER (Continued)
1 Village Bach Festival, Cass City	8 Pioneer Christmas, Kalamazoo Nature Center
1 Evergreen Festival, Reed City	8, 15-22 Christmas Walks, Dearborn
1 Yule Festival, Monroe	8, 15-22 Noel Night, University Cultural Center, Detroit
1 Christmas Home Tour, Grayling	11 Old Fashioned Christmas, Lansing
1-15 Holly Mart, Saginaw	13-23 Christmas at Blender Park Zoo, Battle Creek
1-24 Christmas Celebration, South Haven	26-28 Holiday Road Race & Party, Bay City
4-8 Christmas at Crossroads, Flint	26-28 Christmas Sing, Saginaw
11-15, 18-22, 25-30 Christmas Season Splendor, Frankenmuth	17-20 Nutsacker Suite, Ford Auditorium, Detroit
1-Jan. 1 Christmas Walk, Meadow Brook Hall, Rochester	22-23, 27-31 Cherry Bowl, Silverdome, Pontiac
6-7 Sinterklaas Celebration, Holland	25-Jan. 1 Mardi Gras Festival, Harrison
6-8 Gaiety Christmas Concert, Center for the Arts, Midland	1 JANUARY
6-18 Christmas Carriels, Cobo Hall, Detroit	4-5 Sled Dog Race, Muskegon
7-8 Christmas in the Village, White Pine Village, Ludington	18 Moose Jaw Safari, Harbor Springs
7-8 Holiday Home Tour, Grand Lodge	18 Cross-Country Ski Race, Traverse City
7-8, 10, 12-15 Victorian Christmas Tour, Hackley House, Muskegon	24-26 Winter Sports Fest, Montague/Whitehall
7-8, 14-15 Of Christmas Past, Charlton Park Village, Hastings	24-26 Winter Festival, Gun Lake
7-31 Christmas, Greenfield Village, Dearborn	24-26, 31-Feb. 1 Snow Sculpture Contest, Cadillac
8 Christmas Open House, Ella Sharp Museum, Jackson	25 Snow Camival, Harbor Springs
8 Mistletoe and Memories Day, Port Huron	25-26 Snowmobile Festival, Traverse City
8 Holiday Homes Tour, Ionia	31-Feb. 2 Snowmobile Festival, Cadillac
	31-Feb. 2 SnoFari, Montague
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OFFICIAL NOTICE

Regular Meeting of the DEXTER TOWNSHIP BOARD

Will Be Held

TUESDAY, DEC. 3, 1985 — 7:30 p.m.

at DEXTER TOWNSHIP HALL
6880 Dexter-Pinckney Rd., Dexter, Mich.

AGENDA ITEM:
Appointment of Zoning Board Members.

WILLIAM EISENBEISER
Dexter Township Clerk

NOTICE

Dexter Township Board of Review

Pursuant to Act No. 206 of the Public Acts of 1893, as amended by Act No. 539 of the Public Acts of 1982, being section 211.53b of the Michigan Compiled Laws.

NOTICE IS HEREBY GIVEN to all persons liable to assessment for taxes in the

Township of Dexter

Washtenaw County, State of Michigan will hold a meeting of the Board of Review on

Tuesday, December 10, 1985

at
Dexter Township Hall
6880 Dexter-Pinckney Rd., Dexter, MI
at 4:00 p.m.

The purpose of this meeting is to correct assessments or rates of taxations resulting from clerical errors or mutual mistakes of facts relating to the 1986 assessment roll.

DEXTER TOWNSHIP

James L. Drolett, Supervisor

Letters to the Editor

Dear Editor:
We lost a dear, dear neighbor last week in a tragic, senseless accident.

Our family has been on Planders St. for almost two years now. This letter is long overdue. I do not work outside my home, so I am here most of the day. I have witnessed some crazy, irresponsible driving by a handful of Chelsea high school students that most of you out there would not believe, and would not tolerate on your street. Planders has been a "party" street for kids to congregate before and after school—to listen to their music and smoke cigarettes. They're here everyday. A lot of times, they'll stand in groups in the street, or pull up on the wrong side of the street to talk to a friend that's parked. For me to get by in my car, I have to go into the oncoming lane, around them. They won't budge. I have seen some come down to the south end of our street, turn their cars around, and put the gas peddle to the floor. They'll fishtail, do "donuts," and make their tires burn on the pavement. You know who you are!

Parents, if you're reading this, I'm pleading with you to have a serious, long talk with your teen driver. Because you just might be a parent of one of the kids doing this on our street. They have to be talking to someone out there! Send to Principal Williams—maybe an assembly to discuss with students how dangerous it is to stand around in groups on the street where the traffic is so predictably crazy is in order. Have your students forgot about what happened near Willow Run High school last year? Do they even know? It's happening every day, right here in Chelsea. Let them know that driving a car is a privilege. And most of all, a responsibility that should not be taken lightly. When the first snowfall comes or the first warm day of spring is here, don't get crazy behind the wheel. Drive with caution. Their life is at stake, along with everyone else's around them.

Bing will be missed so much by all of us. We can't bring him back or erase what happened. But we can't let it happen again. And if things continue the way they are, and have been for so many years, around here, the possibility is so great that it will.

And without mentioning the car descriptions at this time of the students that have been driving this way, and congregating on our street, I think it's only fair to let you know that I am now devoted to getting this problem solved—for the safety of my boys who walk home everyday from South school, my neighbors' kids, and yes, even us adults who think we're safe on the sidewalk in front of our home.

Mrs. Sharon Frost.

Please Notify Us In Advance of Any Change in Address

Special Offer...
3 months Culligan SOFT WATER For Only **\$375** Par Mo. Plus Installation

Here's your opportunity to enjoy the well-known benefits and economies of clean, filtered soft water at half of our regular service rate. You will be receiving the same unit that's been installed in over a million homes.

CALL 662-5665 AND SAY...
"HEY CULLIGAN MAN!"
2301 Jackson Ave. Ann Arbor, Mich.

Dear Mr. Editor,
Is it not wonderfully arranged that we take time on calendar and in life's routine to set aside a day from long ago which we tagged "Thanksgiving"?

This special date sets us to giving and counting our blessings. Even if one's life has been touched by adverse events, there is still so much to be grateful for.

Thanksgiving is a prelude to Christ's birthday, Christmas. Somehow the spirit of "giving" keynotes both holidays, and during this year of 1985 the needs of others whom unexpected tragedy touched has been shouting out to the world—Mexico's earthquake, Columbia's volcano eruptions shown on the miracle of TV pictures sickened one—striking a sense of helplessness in one's heart. Africa famine—truly a year of taking from our abundance of materialism and broadening our virtues of charity, and hope. To mark Thanksgiving the following came to mind to share with you and your readers:

- T—reasure
 - H—ope
 - A—nticipate
 - N—eedful
 - K—indle
 - S—ervice
 - G—od
 - I—s
 - V—isitng
 - I—n
 - N—oble
 - G—iving
- A blessed one, to each and all.
Millie Warner.



KEVIN C. PATRICK Kevin Patrick Granted Degree At Ferris State

On Nov. 15, Kevin C. Patrick received a bachelor of science degree in business, majoring in marketing at Ferris State College. Along with this degree, he earned an associated degree in pre-pharmacy (May 1983).

Kevin has been involved in the Pi Kappa Alpha Fraternity since 1983, and has held the position of vice-president (1983-84) along with other committee positions. Kevin was also rush chairman for the Interfraternity Council and also served as a member of the Society for the Advancement of Management.

Kevin will be pursuing his career interests in the marketing-sales field of business.

He is the son of Jack and Kathy Patrick of Chelsea.

AGRICULTURE IN ACTION

MICHIGAN FARM BUREAU EDITOR

* Birds Gotta Fly . . .

Birds gotta fly, fish gotta swim, according to the lines of an old song. By the same reasoning, you might add farmers gotta farm. It's in their blood, but what's in their blood is causing problems.

While farmers keep producing for markets that aren't there, prices go down, warehouses overflow, storage costs soar . . . and the process is repeated each year. It's a cycle that has forced many farmers off the land because they simply could not meet mounting debts.

Fortunately, many non-farmers are beginning to realize that agriculture has a tremendous impact on the nation's economy. With that awareness, there is more concern and a better understanding of the myriad forces that shape the future of farming in the U. S.

This non-farming public is beginning to see that farm issues are so complicated and interwoven with politics, foreign affairs, trade policy and the world economy, that finding workable solutions isn't easy. They see rural communities drying up as merchants go broke and local governments lose a large percentage of the tax base that supports schools and other public services, and they know something must be done.

With farmers and non-farmers pulling together, perhaps Washington will listen to the message that the opportunity for profit in agriculture is the marketplace, not by producing for the government warehouse.

Farmers and agri-business:
For help with loans, employment, human services, legal advice, marketing and development assistance . . . call the

AGRICULTURAL ASSISTANCE NETWORK HOTLINE
1-800-346-FARM

a public service of this newspaper and the Michigan Department of Agriculture

INSTITUTE FOR GIFTED & TALENTED SATURDAY PROGRAM

Ph. 769-5326

SANTA CLAUS Is Coming to Chelsea

FREE CANDY for the Kiddies

FREE CIDER and DONUTS for the Entire Family

SATURDAY, DEC. 7-1 p.m.
at SYLVAN TOWNSHIP HALL - W. Middle St.

Come help us officially welcome Santa's arrival in Chelsea. Santa will arrive in Chelsea at 1 p.m., Saturday, Dec. 7, by old-fashioned horsepower. He will meet and talk with the boys and girls inside the Sylvan Town Hall from 1 to 3 p.m. Sat., Dec. 7 and 14.

Be sure to be there Sat., Dec. 7 at 1 p.m. to greet Santa on his official arrival in Chelsea. Come early and take advantage of St. Mary's Altar Society Christmas Bazaar and Bake Sale at Sylvan Township Hall, starting Saturday morning.

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CHELSEA MERCHANTS ASSOCIATION & THE LIONS CLUB

SAVE SPACE SAVE DOLLARS

Hotpoint Compact Microwave Oven

Model RE 63

- Compact, .6 cu. ft. oven cavity.
- 35-minute timer with first 5 minutes expanded into 15-second settings for added accuracy.
- End-of-cycle signal.
- 2 power levels for added versatility in cooking and defrosting.
- Convenient Start Bar.
- Attractive walnut color case.
- 1-Year Limited Warranty—Carry-In Service (Parts & Labor). See warranty for details.

Reg. \$209⁹⁵
SALE
ONLY \$169

SPACEMAKER III

Model JEM2

- .6 cu. ft. cavity.
- Easy to install in less than an hour.
- Hangs from your kitchen wall cabinets.
- 35-minute timer with first 5 minutes expanded into 15-second settings for added accuracy.
- End-of-cycle signal.
- Defrost cycle.
- Variable Power Levels.
- Woodgrain appearance.
- 5-Year Limited Warranty—Carry-In Service (Parts & Labor). See warranty for details.

REG. \$249
\$199

MICROWAVES

COME TO THE AID OF HOLIDAY PARTIES . . . AND MAKE—LIFE—MERRIER GIFTS FOR CHRISTMAS

- Wide .8 cu. ft. cavity.
- Easy to install in less than an hour.
- Electronic touch controls.
- Word Prompting Display provides programming instructions.
- Time Cook 1 & 2 program.
- Defrost cycle.
- Time of Day Clock.
- 5 Power Levels.
- 5-Year Limited Warranty—Carry-In Service (Parts & Labor) See warranty for details.

SPACEMAKER II

Model JEM20

HANGS FROM KITCHEN WALL CABINETS

\$269⁹⁵

REPLACE YOUR EXHAUST FAN WITH ONE THAT ALSO COOKS

SPACEMAKER Microwave Oven with Automatic Cooking Control

Model JVM64

- Extra-wide oven.
- Eye level touch controls.
- Automatic Cooking Control makes microwaving quick and easy.
 - Auto Cook—just three easy steps to good cooking performance
 - Auto Roast—designed to provide even, accurate, and gentle cooking of meats
 - Auto Defrost—designed to thaw meats, poultry and fish evenly and uniformly.
- Time or Temperature controlled microwaving.
- Time of Day Clock.
- 99-minute, 99-second timer for time cooking.
- Temperature Cooking using the MicroThermometer™ temperature probe.
- Ten Power Levels.
- Built-in exhaust system with two speed fan.
- Two position wire shelf.

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Church Services

Assembly of God—
FIRST ASSEMBLY OF GOD
 The Rev. Phil Farnsworth, Pastor
 Every Sunday—
 9:45 a.m.—Sunday school.
 11:00 a.m.—Worship service and Sunday school nursery for pre-schoolers.
 6:00 p.m.—Evening worship.
 Every Wednesday—
 7:00 p.m.—Christ's Ambassadors. Bible study and prayer.

Baptist—
GREGORY BAPTIST
 The Rev. W. Truman Cochran, Pastor
 Every Sunday—
 9:45 a.m.—Sunday school.
 11:00 a.m.—Morning worship.
 6:00 p.m.—Young people.
 7:00 p.m.—Evening worship.
 Every Wednesday—
 7:00 p.m.—Youth group.

FELLOWSHIP BAPTIST
 The Rev. Larry Mattis.
 The Rev. Roy Harbison, pastors.
 662-7036
 Every Sunday—
 3:00 p.m.—Worship service at the Rebekah Hall.

Catholic—
ST. MARY
 The Rev. Fr. David Philip Dupuis, Pastor
 Every Saturday—
 12:00 noon-1:00 p.m.—Confessions.
 6:00 p.m.—Mass.
 Every Sunday—
 8:30 a.m.—Mass.
 10:00 a.m.—Mass.
 12:00 noon—Mass.

Christian Scientist—
FIRST CHURCH OF CHRIST SCIENTIST
 1883 Washtenaw Ave., Ann Arbor
 Every Sunday—
 10:30 a.m.—Sunday school, morning service.

Church of Christ—
CHURCH OF CHRIST
 13661 Old US-12, East
 David L. Baker, Minister
 Every Sunday—
 9:30 a.m.—Bible classes, all ages.
 10:30 a.m.—Worship service. Nursery available.
 6:00 p.m.—Worship service. Nursery available.
 Every Wednesday—
 7:00 p.m.—Bible classes, all ages.
 First and Third Tuesday of every month—
 7:00 p.m.—Ladies class.

Episcopal—
ST. BARNABAS
 20500 Old US-12
 (Directly across from the Fairgrounds)
 The Rev. Fr. Jerrold F. Beaumont, O.S.P.
 Every Sunday—
 9:00 a.m.—Acolytes.
 9:00 a.m.—Choir.
 10:00 a.m.—Worship service.
 10:00 a.m.—Eucharist (Holy Communion), first, third and fifth Sundays.
 10:00 a.m.—Morning Prayer, second and fourth Sundays (Holy Communion available immediately following service).
 10:30 a.m.—Church school, K-12.
 11:00 a.m.—Family Coffee Hour.
 11:00 a.m.—First Sunday of the month, pot-luck dinner.
 Nursery available for all services.

Lutheran—
FAITH EVANGELICAL LUTHERAN
 The Rev. Mark Porinsky, Pastor
 Wednesday, Nov. 27—
 Half day of school.
 7:30 p.m.—Thanksgiving Worship, Choir sings.
 Thursday, Nov. 28—
 Thanksgiving.
 Sunday, Dec. 1—
 10:00 a.m.—Worship service with Lord's Supper, sermon on Revelation 22:1-6.
 11:00 a.m.—Abbreviated Sunday school.
 11:45 a.m.—Thanksgiving Leftover Meal.
 Monday, Dec. 2—
 7:30 p.m.—PTO meetings.
 Wednesday, Dec. 4—
 3:45 p.m.—Faculty meets.
 7:30 p.m.—Advent 1 worship, coffee by Ladies Aid.
 8:30 p.m.—Choir.
 Principle: Ric Gibson.
 Sunday school superintendent: Chuck McInturf.
 November elder: Chuck McInturf.

OUR SAVIOR LUTHERAN
 1515 S. Main, Chelsea
 The Rev. Franklin H. Giebel, Pastor
 Sunday schedule—
 9:00 a.m.—Sunday school and Bible class.
 10:30 a.m.—Worship service, Holy Communion the first, third and fifth Sundays.
ST. JACOB EVANGELICAL LUTHERAN
 12501 Rietmiller Rd., Grass Lake
 The Rev. Andrew Bloom, Pastor
 Every Sunday—
 9:00 a.m.—Sunday school.
 10:10 a.m.—Divine services.

ST. THOMAS LUTHERAN
 Ellsworth and Haab Rds.
 The Rev. John Riske, pastor
 Every Sunday—
 9:15-9:30 a.m.—Coffee and donuts.
 9:30 a.m.—Sunday school and Bible class.
 10:45 a.m.—Worship service.

TRINITY LUTHERAN
 5758 M-56, three miles east of Gregory
 William J. Trolsen, pastor
 878-5977 church, 878-5016, pastor
 Every Sunday—
 8:00 a.m.—Worship service.
 9:30 a.m.—Sunday and Bible school.
 10:45 a.m.—Worship service.

ZION LUTHERAN
 Corner of Fletcher and Waters Rds.
 The Rev. John R. Morris, Pastor
 Wednesday, Nov. 27—
 7:30 p.m.—Community Thanksgiving Eve Worship hosted by our church this year.
 Thursday, Nov. 28—Have a safe thankful day!
 Saturday, Nov. 30—
 No CYC.
 8:30 a.m.—Thanksgiving Fest week-end.
 Sunday, Dec. 1—
 9:00 a.m.—Pastor's Adult Inquirer Class.
 9:00 a.m.—Sunday school, all ages.
 10:15 a.m.—Worship.
 Tuesday, Dec. 3—
 4:00 p.m.—Joy-makers.
 7:15 p.m.—Sr. Choir.
 7:30 p.m.—Shuffleboard.

Methodist
CHELSEA FREE METHODIST
 7855 Wexler Rd.
 Mearl Bradley, Pastor
 Wednesday, Nov. 27—
 No CYC.
 Thursday, Nov. 28—
 Give Thanks!
 Sunday, Dec. 1—
 9:45 a.m.—Sunday school.
 11:00 a.m.—Morning worship, Infant Dedication, Communion Service.
 6:00 p.m.—Evening worship, Film, "The Power of Prayer."
 Tuesday, Dec. 3—
 7:30 p.m.—Growth Group.

SALEM GROVE UNITED METHODIST
 3320 Notten Rd.
 Donald Woolum, Pastor
 Every Sunday—
 9:30 a.m.—Church school.
 10:30 a.m.—Morning worship.

FIRST UNITED METHODIST
 Parks and Territorial Rds.
 The Rev. Larry Nichols and
 The Rev. David Goldsmith, Pastors
 Every Sunday—
 10:00 a.m.—Sunday school.
 11:15 a.m.—Worship service.

WATERLOO VILLAGE UNITED METHODIST
 8118 Washington St.
 The Rev. Larry Nichols and
 The Rev. David Goldsmith, Pastors
 Every Sunday—
 10:00 a.m.—Sunday school.
 11:15 a.m.—Worship service.

FIRST UNITED METHODIST
 128 Park St.
 The Rev. Dr. David Truman, Pastor
 10:00 a.m.—Worship service, child care provided.
 Wednesday, Nov. 27—
 3:30 p.m.—Praise Choir rehearsal in the Social Center.
 3:30 p.m.—Glory Choir rehearsal in the Litteral Room.
 6:30 p.m.—Rainbow Ringers.
 7:15 p.m.—Tintinnabulators.
 7:30 p.m.—Community Thanksgiving Eve Service at Zion Lutheran church.
 8:05 p.m.—Chancel Choir.
 Sunday, Dec. 1—
 9:15 a.m.—Crib Nursery opens.
 8:30 a.m.—Worship service, first Sunday in Advent.
 8:30 a.m.—Enrichment activities for preschoolers, two years of age and older.
 9:00 a.m.—Kindergartners, first and second graders leave worship service for enrichment activities.
 9:30 a.m.—Fellowship and Coffee.
 9:45 a.m.—Church school classes for all ages.
 10:45 a.m.—Church school classes conclude.
 11:00 a.m.—Worship service, first Sunday in Advent.
 11:00 a.m.—Enrichment activities for preschoolers, two years of age and older.
 11:30 a.m.—Kindergartners, first and second graders leave worship service for enrichment activities.
 12:00 noon—Fellowship and Coffee.
 12:05 p.m.—Crib Nursery closes.
 Monday, Dec. 2—
 7:30 p.m.—Work Area on Education meets in the church school annex.
 Tuesday, Dec. 3—
 7:30 p.m.—Council on Ministries meets in Rooms 2 and 3 of the Education Building.
 Wednesday, Dec. 4—
 3:30 p.m.—Praise Choir rehearsal in the Social Center.
 3:30 p.m.—Glory Choir rehearsal in the Litteral Room.
 6:30 p.m.—Rainbow Ringers.
 7:15 p.m.—Tintinnabulators.
 8:05 p.m.—Chancel Choir.

METHODIST HOME CHAPEL
 Every Sunday—
 6:45 a.m.—Worship service.

NORTH LAKE UNITED METHODIST CHURCH
 1411 North Territorial Road
 The Rev. Sondra Willobee, Pastor
 Every Sunday—
 9:45 a.m.—Worship service.
 10:45 a.m.—Fellowship hour.
 11:00 a.m.—Sunday school.

SHARON UNITED METHODIST
 Corner Pleasant Lake Rd. and M-52
 The Rev. Evans Bentley, Pastor
 Every Sunday—
 10:00 a.m.—Sunday school.
 11:00 a.m.—Worship service.

Mormon—
CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS
 1530 Freer Rd.
 Wayne L. Winzenz, president
 Every Sunday—
 9:30 a.m.—Sacrament.
 10:50 a.m.—Sunday school.
 11:40 a.m.—Priesthood.

Non-Denominational—
CHELSEA CHRISTIAN FELLOWSHIP
 4300 Wexler Rd.
 Erik Hansen, Pastor
 Every Sunday—
 10:00 a.m.—Learning from God's word.
 10:55 a.m.—Morning worship, prayer, service, and Junior church.
 6:00 p.m.—Bible instruction and fellowship.
 Every Monday—
 7:00 p.m.—Falth, Hope and Love, (women's ministry). Location to be announced.
 Every Second Tuesday—
 7:00 p.m.—Royal Ranger Christian Scouting.
 Every Wednesday—
 7:00 p.m.—Bible study and prayer for special needs.

CHELSEA CHRISTIAN MEN'S FELLOWSHIP PRAYER BREAKFAST
 Chelsea Hospital Cafeteria
 Second Sunday Each Month—
 8:00 a.m.—Breakfast.
 8:30-10:00 a.m.—Program.

CHELSEA FULL GOSPEL
 11492 Jackson Rd.
 The Rev. Chuck Clemens, Pastor
 Every Sunday—
 10:00 a.m.—Sunday school.
 11:00 a.m.—Morning worship.
 6:30 p.m.—Evening worship.
 Every Wednesday—
 7:00 p.m.—Mid-week prayer and Bible study.

CHELSEA HOSPITAL MINISTRY
 Every Sunday—
 10:00 a.m.—Morning service, Chelsea Community Hospital Cafeteria.

COVENANT
 50 N. Freer Rd.
 The Rev. Ron Smeene, Pastor
 Every Sunday—
 9:00 a.m.—Church school.
 10:30 a.m.—Worship service, child care provided.

IMMANUEL BIBLE
 145 E. Summit St.
 Guest speakers
 Every Sunday—
 9:45 a.m.—Sunday school, nursery provided.
 11:00 a.m.—Morning worship, nursery provided.
 6:00 p.m.—Evening worship.
 Every Wednesday—
 7:00 p.m.—Family hour, prayer meeting and Bible study.

MT HOPE BIBLE
 12884 Trist Rd., Grass Lake
 The Rev. Leon R. Buck, Pastor
 Every Sunday—
 10:00 a.m.—Sunday school.
 11:00 a.m.—Morning worship.
 6:00 p.m.—Evening worship.
 Every Wednesday—
 7:00 p.m.—Bible study.

NORTH SHARON BIBLE
 Sylvan and Washburne Rds.
 The Rev. Timothy E. Booth, Pastor
 Every Sunday—
 10:00 a.m.—Sunday school.
 11:00 a.m.—Worship service.
 6:00 p.m.—Senior High Youth meeting.
 Youth choir.
 7:00 p.m.—Evening worship service; nursery available. All services interpreted for the deaf.
 Every Wednesday—
 7:00 p.m.—Bible study and prayer meeting, nursery available. Bus transportation available: 428-7222.

Presbyterian—
FIRST UNITED PRESBYTERIAN
 Unadilla
 John Marvin, Pastor
 Every Sunday—
 11:00 a.m.—Worship service.

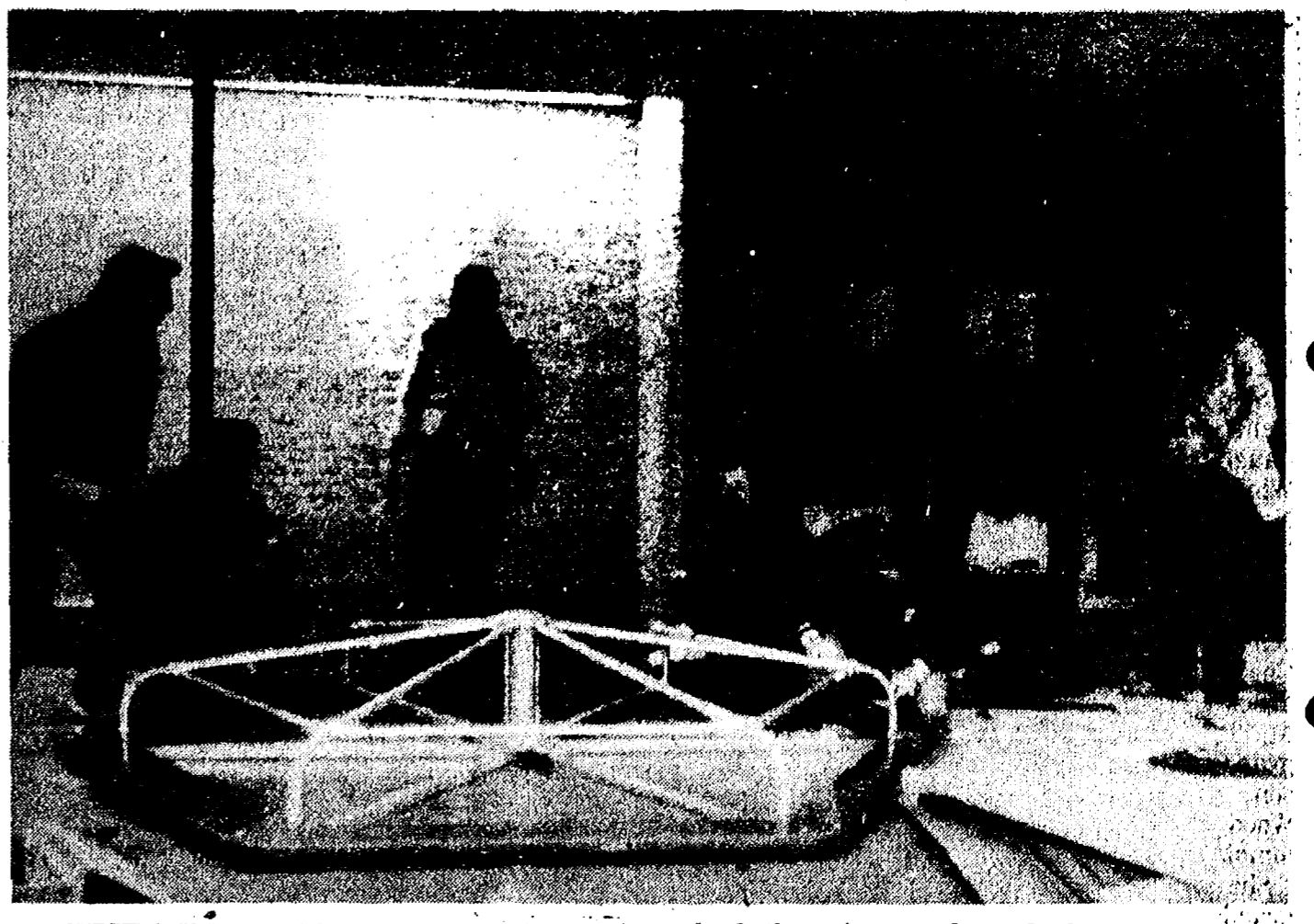
Humane Society Conducts Class at Hands-On Museum

The Humane Society of Huron Valley is conducting its popular "Be Wise About Owls" discovery class at the Ann Arbor Hands-On Museum, Saturday, Nov. 30 from 1:30 to 3:30 p.m.

The class is structured for inquisitive 8-10-year-olds who like to work with their hands.

Each student will receive a handbook about owls produced by the San Diego Zoo and dissect owl pellets. "Owl pellets," explains Leslie Coates, community education director of the Humane Society, "can best be described as compact wads of indigestible hair and bones that owls regurgitate because they swallow their prey whole. The pellets are very dry and perfectly safe to be handled." The students will tear apart the pellets with toothpicks and glue the bones and hair onto cardboard. The contents of an owl pellet range from skulls of mice to rabbit or bird bones.

The cost of the class is \$8. To enroll a student, phone the Hands-On Museum at 995-5439. For questions about the class, phone Ms. Coates at the Humane Society's education department, 662-5545.



THESE SIX BRAVE SOULS, along with principal Bob Benedict, assembled playground equipment in the cold rain Nov. 16 at South Elementary school. The seven-man team worked on the new merry-go-round for the lower level, where pre-school through second grade has recess. The equipment was purchased with money from last year's PTS fundraiser. Gary Dohner, Glenn Buss, Steve Wright, Dann Nutt, Dennis Morse and Dan Henson participated.

Police Ratify First Labor Contract

Chelsea police ratified their first-ever labor contract Tuesday, Nov. 19.

The contract has yet to be approved by the village council, although President Jerry Satterthwaite said he expects, "no problems."

Neither Satterthwaite, or Jerry Caster, business representative of the Michigan Law Enforcement Union, would divulge any details of the contract. The Michigan Law Enforcement Union is a division of Teamsters Local No. 129.

Caster did confirm that the contract would only cover Chelsea's five full-time officers, and none of the part-time employees. He said ratification was not unanimous.

United Church of Christ—Bethel, Evangelical and Reformed

Bethel, Evangelical and Reformed
 Freedom Township
 The Rev. Roman A. Reineke, Pastor
 Every Sunday—
 10:00 a.m.—Worship service.

Congregational
 121 East Middle Street
 The Rev. John Gibson, Pastor
 Wednesday, Nov. 27—
 7:30 p.m.—Community Thanksgiving Eve Service, Zion Lutheran church.
 Thursday, Nov. 28—Thanksgiving Day—
 10:00 a.m.—Nursery for pre-schoolers.
 10:30 a.m.—Sunday school.
 10:30 a.m.—Worship service.
 11:30 a.m.—Coffee and fellowship gathering.
 12:30 p.m.—Pot-luck luncheon.
 1:30 p.m.—Hanging of the Greens.
 Tuesday, Dec. 3—
 1:15 p.m.—Covenant Association Council meeting, East Lansing.
 Wednesday, Dec. 4—
 7:00 p.m.—Bible study of St. Luke's Gospel.
 Thursday, Dec. 5—
 7:00 p.m.—Choir rehearsal.

ST. JOHN'S
 Rogers Corners, Waters and Fletcher Rds.
 The Rev. Theodore Wimmer, Pastor
 Every Sunday—
 10:30 a.m.—Worship service, Sunday school.

ST. JOHN'S EVANGELICAL AND REFORMED
 Francisco
 The Rev. Paul McKenna, Pastor
 Every Sunday—
 10:30 a.m.—Sunday school and worship service.
 First Sunday of every month—
 Communion.

ST. PAUL
 The Rev. Erwin R. Koch, Pastor
 Wednesday, Nov. 27—
 6:30 p.m.—Chancel Choir.
 7:30 p.m.—Chancel Choir.
 7:30 p.m.—Community Thanksgiving Service at Zion Lutheran church.
 Thursday, Nov. 28—
 Church office will be closed.
 Friday, Nov. 29—
 Church office will be closed.
 Saturday, Nov. 30—
 1:00-4:00 p.m.—Open House at Freedom Town Hall honoring Mr. and Mrs. Walter Loeffler, Golden Wedding Anniversary.
 Sunday, Dec. 1—
 9:00 a.m.—Church school.
 10:30 a.m.—Church school.
 10:30 a.m.—Advent and Memorial Sunday—Holy Communion, morning worship.
 1:00 p.m.—Advent Workshop.
 No confirmation class.
 Monday, Dec. 2—
 7:30 p.m.—Building and Facilities committee meeting in the Lounge.

Elmer Benson Re-Elected To Head State Association

Elmer Benson, executive director of United Methodist Retirement Homes, was recently re-elected to the board of directors and president of the Michigan Non-Profit Homes Association (MNPHA). Benson was re-elected to the MNPHA board at the 1985 annual convention of the association in Midland, and re-elected as president at the following meeting of the board in October. Benson has served as MNPHA president since October 1984.

The Michigan Non-Profit Homes Association represents more than 100 religious, fraternal, and community-based agencies which provide nursing homes residential, independent living housing, and related services to more than 15,000 older persons across the State of Michigan.

Benson is also a member of the Michigan Non-Profit Homes Association's Long Range Planning Committee.

As executive director of the United Methodist Retirement Homes, Benson oversees two church-owned and operated full-service retirement homes for the elderly. The facilities, located in

Manchester Youth Completes Army Food Service Course

Pvt. Michael R. McCoy, son of Randle R. and Carol M. McCoy of 9785 Clinton Rd., Manchester, has completed an Army food service specialist course at Fort Jackson, S.C.

The course trained personnel to prepare and serve food in large and small quantities.

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Two men walked away from Cassidy Lake Technical School last Friday, Nov. 22, and one of them was apprehended in Detroit on Sunday.

John Lee Sykes, 19, left the minimum security prison with William D. Price, 20. Both were reported missing at 9:50 p.m. on Friday.

Sykes was taken into custody in Detroit. Price, at press time, had not been captured. Sykes reportedly told camp officials that Price was with him in Detroit. Price is described as black, 5' 6", 180 pounds with a mustache and long sideburns.

Sykes was serving time on a variety of charges: one and one-half years to four years for malicious destruction of property; three to five years for larceny from an automobile; three to five years for receiving stolen property; three to 10 years for breaking and entering; and three and one-half years to 15 years for armed robbery.

Price was serving two to 15 years for armed robbery and two years for illegal possession of firearms.

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+ AREA DEATHS +

Gladys B. Fahrner

622 Grant St., Chelsea
Gladys Bernice Fahrner, 75, 602 Grant St., Chelsea, died Saturday, Nov. 23 at home. She was born June 7, 1910 in Vancouver, British Columbia, the daughter of Samuel W. and Winifred (Gurney) Hopper. On Nov. 24, 1941 she married Arnold W. Fahrner in Chelsea, and he survives her.

Other survivors include two sons, Norman N. Fahrner of Chelsea and Lee M. Fahrner of Buckney; one daughter, Lynne M. Tenney of Sealy, Tex.; 10 grandchildren; one great-grandson; and a sister, Mrs. Doris Wood of Penticon, British Columbia.

She was preceded in death by a grandson, George W. Tenney, IV; a brother, George G. Hopper; and a sister, Phyllis Woods.

Mrs. Fahrner had been a Chelsea resident for 44 years.

Funeral services were held Tuesday, Nov. 26 at Staffan-Mitchell Funeral Home, with the Rev. Donald Woolum of Salem Grove United Methodist church officiating. Burial was in Maple Grove Cemetery, Sylvan Center.

Expressions of sympathy may be made to the Michigan Cancer Foundation.

Geno G. Coltre

755 Flanders St., Chelsea
Geno G. Coltre, 69, 755 Flanders St. Chelsea, died Friday, Nov. 22 from injuries in an automobile accident.

He was born Sept. 21, 1916 in Braintree, Mass., the son of Valero and Anna (Tallamini) Coltre. On March 29, 1941 he married Mary Anne Sawicke in Ohio, and she survives him.

Other survivors include two sons, William and Craig, both of Chelsea; one brother, Valerio and one sister, Mrs. Marian Perry, both of California; and several nieces and nephews.

Mr. Coltre was a member of the First Congregational church of Chelsea, the Chelsea Rod and Gun Club, and the Clinton Masonic Lodge No. 175 F&AM. He was an avid fisherman and hunter, and a friend and giver to many in Chelsea. He retired in 1979 from Federal Screw Works after 43 years of service.

Funeral services were held Tuesday at 1 p.m. at the First Congregational church of Chelsea, with the Rev. John W. Gibbon officiating. Burial was in Oak Grove Cemetery.

Funeral arrangements were handled by the Cole-Burghardt Funeral Chapel.

Leo J. Scully

214 Ann Arbor St., Manchester
Leo J. Scully, 78, 214 Ann Arbor St., Manchester, died Wednesday, Nov. 20 at Chelsea Community Hospital.

He was born Dec. 15, 1906 in Manchester, the son of James and Iretta Coleman Scully. On May 24, 1930 he was married to Dorothy Pieplow, and she survives him.

Other survivors include two sons and their wives, James and Eunice Scully and Michael and Marjorie Scully, all of Manchester; two daughters and their husbands, Rosemary and Douglas Elfring of Saline and Sally and Donald Eyestone of Wellington, O.; 11 grandchildren; and one sister, Mrs. Lucille Blumhardt of Clinton.

He was preceded in death by an infant son, William; and one brother, Edward.

Funeral services were held Friday, Nov. 22 at 10 a.m. at St. Mary's church, Manchester with the Rev. Fr. Raymond Schlinkert officiating. Burial followed at St. Mary's Cemetery.

Memorial contributions may be made to the Knights of Columbus Building Association or the American Heart Association.

Arrangements were handled by the Jenter Funeral Home, Manchester.

Malinda Haab

12851 Waters Rd., Chelsea
Malinda I. Haab, 70, 12851 Waters Rd., Chelsea, died Tuesday, Nov. 12 at the University of Michigan Hospital.

She was born March 10, 1915 in Ann Arbor, the daughter of Philip and Ida (Jedele) Seitz. On June 18, 1944 she married Elmer M. Haab, who preceded her in death on Jan. 13, 1984.

Survivors include two sons, Keith and Luther, both of Chelsea; one daughter, Mrs. Carl (Colleen) Grund of Hanceville, Ala.; four grandchildren, Sheila and Abigail Haab, and Nancy and Michael Pidd; one sister, Mrs. Walter (Della) Kempf of South Lyon; and several nieces and nephews.

Mrs. Haab was a resident of Chelsea for 41 years and was a member of Zion Lutheran church.

Funeral services were held Friday, Nov. 15 at Zion Lutheran church in Rogers Corners, with the Rev. John R. Morris officiating. Burial followed in Zion Cemetery.

Expressions of sympathy may be made to the Zion Lutheran Church Building Fund.

Arrangements were handled by the Staffan-Mitchell Funeral Home.

Births

A son, Andrew Thomas, Nov. 14 at St. Joseph Mercy Hospital, Ann Arbor, to Thomas and Patricia Clemons of 116 Pierce St., Chelsea. Paternal grandparents are Harold and Bertha Saarinen of Chelsea. Maternal grandparents are Roy and Bertha Clemons, also of Chelsea. Great-grandmother is Margaret Filpus of Arnheim. Andrew has a 3½-year-old sister, Rochelle Kay.

John Leigh Weber, Nov. 17, to Suzie and Biff Weber, Canoga park, Calif. Grandparents are George and Donna Palmer of Chelsea and Felix and Silvia Weber of Bakersfield, Calif. Great-grandparents are Lois Palmer of Cavanaugh Lake and the late Leigh Palmer, and Ada Anderson of Manistee and the late John L. Anderson.

A son, James Bernard, II, Nov. 2, at St. Joseph Mercy Hospital, Ann Arbor, to James and Joyce Lindstrom of Waterloo-Munith Rd., Grass Lake. Grandparents are Joe and Dorothy Lindstrom and Phillip and Rosie McGibney. The baby has two sisters, Jayme and Emily.

Howard and Jeannie Salyer of Silverdale, Wash., have announced the adoption of a son, Zachary Christian, born Oct. 16, 1985. Paternal grandparents are Roma Salyer of Chelsea. Maternal grandparents are Beverly Bladen of Saline and Mr. and Mrs. Wesley Bladen of Oregon.



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Thursday, Nov. 28—Thanksgiving vacation, no classes.

Friday, Nov. 29—Vacation continues, no classes.

Monday, Dec. 2—Chicken patty on bun, french fries, dill pickles, fruit cocktail, milk.

Tuesday, Dec. 3—Home-made Italian spaghetti, buttered corn, warm French bread with butter, applesauce, milk.

Wednesday, Dec. 4—Beef barbecue on a bun, hash brown patty, carrot and celery stix, chocolate chip cookie, milk.

Thursday, Dec. 5—Crispy fish filet, oven browned potatoes, cole slaw, bread and butter, pineapple tidbits, milk.

Friday, Dec. 6—Cheese and sausage pizza, tossed salad with dressing, fresh fruit, butterscotch pudding, milk.

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DISABLED TRUCK IS HOISTED on the wrecker from Smith's Mobil Service after it rear-ended a second pick-up on Main St. (M-52) at Sibley, Saturday, Nov. 23. Officer David Dettling, center of photo, reported three people were injured in the collision and treated at the emergency

room of Chelsea Community Hospital. A truck driven by Tammy Gay Collinsworth, 24, of Salyersville, Ky., had stopped to make a left turn when it was struck in the rear by the vehicle shown above. Jeffery Allan Clear, 16, of Stockbridge was the driver of the second vehicle.



TWO-TRUCK SMASH on Main St. (M-52) at Sibley, Saturday, Nov. 23, sent three people to the emergency room of Chelsea Community Hospital with injuries. The vehicle shown in the photo was a green 1973 Ford pick-up driven by Jeffery Allan Clear, 16, of Stockbridge. It struck a second pick-up truck which was stopped to make a left turn at the intersection, with Tammy Gay Collinsworth of Salyersville, Ky. at the wheel and her mother,

Mollie S. Collinsworth of Chelsea riding in the passenger's seat. All three occupants of the trucks were treated at CCH, Chelsea police officer Richard Foster was one of the investigators at the scene. Lee Underhile and Roger Quackenbush, shown in the photo, swept up the debris from the accident—they were working in nearby Veterans Memorial Park and came to help.

Three Injured Saturday in Collision of Pick-Up Trucks

Three people were injured in a collision involving two pick-up trucks, Saturday, Nov. 23, on Main St. at the Sibley Rd. intersection in Chelsea.

At approximately 3:35 p.m., a 1973 Ford pick-up driven by Jeffery Allan Clear, 16, of Stockbridge collided with a second truck, a 1983 Ford, northbound on Main St. which had stopped to make a left turn on Sibley.

Driver of the vehicle which was hit was identified as Tammy Gay

Collinsworth, 24, of Salyersville, Ky.

Mollie S. Collinsworth was riding in the passenger seat beside her daughter. Chelsea police officers investigating the accident scene reported the mother's head was thrown through the truck's rear window during the crash—the window popped out.

The Stockbridge youth was treated at the emergency room of Chelsea Community Hospital. He suffered facial cuts and abrasions in the mishap.

Driver of the Collinsworth truck complained of pain in her left leg. She was taken to the emergency room by her father, while the other injured parties were transported by Huron Valley Ambulance to the hospital.

In addition to officers Richard Foster and David Dettling from the Chelsea Police Dept., a pair of Chelsea youths who were working in nearby Veterans Memorial Park responded, bringing their brooms to help sweep up debris at the accident site.

Brighton Hospital Program Concerns Effects of Drugs

The effects of cocaine and marijuana use will be the topic of Brighton Hospital's next Community Education Program on Dec. 3.

The free program begins at 7 p.m. with a lecture by Daniel DeFer, PAC, a member of the hospital's medical staff. DeFer will discuss how these drugs affect the human body and will point out the symptoms family members should look for in the person who is dependent on them.

Although Brighton Hospital specializes in treating alcoholism, many of its patients are also dependent on other drugs, including cocaine and marijuana, notes DeFer. "We hope family members will take advantage of this unique opportunity to learn more about these drugs and be better able to head off the serious complications that accompany their use," says DeFer.

The hospital's community education program is held on the first Tuesday evening of each month and concentrates on providing family members with basic information about alcoholism and related chemical dependency.

Brighton Hospital is located on East Grand River, near Exit 151 of the I-96 freeway. For additional information and a schedule of programs for the coming year, contact the hospital



A daughter, Laura Elizabeth, Wednesday, October 23, 1985, at New York University Hospital, N.Y., to Michael and Shirley Curran of New York City. Maternal grandparents are Ted and Irme-gard Newcome of Chelsea.



DR. DOROTHY COONS, above, recently spoke to a gathering of bankers, accountants, insurance industry representatives, and funeral directors about her involvement with the University of Michigan Institute of Gerontology and Wesley Hall, which have received grants from the Chelsea Civic Foundation. The idea was to give them a

case history about how the foundation works so that they might keep it in mind when helping clients plan their estates. Others involved in the program were, from left, Civic Foundation President Walter Hamilton, local attorney Randy Mushbach, and Jeff Stommen.

Civic Foundation Projects Described for Businessmen

A group of 25 bankers, accountants, insurance company representatives and funeral directors were given a verbal case history of the work of the Civic Foundation of Chelsea at a luncheon last week at Chelsea Community Hospital.

The foundation is a charitable organization that underwrites new and existing projects that are deemed to be of benefit to the community.

Dr. Dorothy Coons, director of the University of Michigan Institute of Gerontology, told the group how foundation grants have helped in her work with Alzheimer's disease patients at

Wesley Hall, the program for patients at the Chelsea United Retirement Home. She is also director of the hall.

The foundation funded a slide-tape show that trains people how to work with Alzheimer's patients. It is also one of several sponsors of a program about the disease to be aired on public television.

The idea, according to Marilyn Chasteen, director of the foundation's Special Resources Committee, was to invite professionals who often deal with people who are involved in planning their estates, so they can understand how the foundation works. Money

from estates can be a major source of funding for the foundation.

"We weren't trying to pressure anyone into giving money," Chasteen said. "It was strictly an informational meeting."

Chasteen said the luncheon was the first in a series. She said the next one would likely be next spring.

The U. S. Department of Labor's Bureau of Labor Statistics uses a scientific sample of homes, designed and selected by the Census Bureau, to prepare its monthly Employment Situation report.

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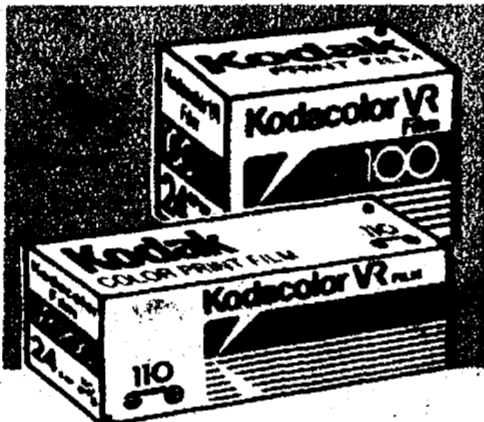
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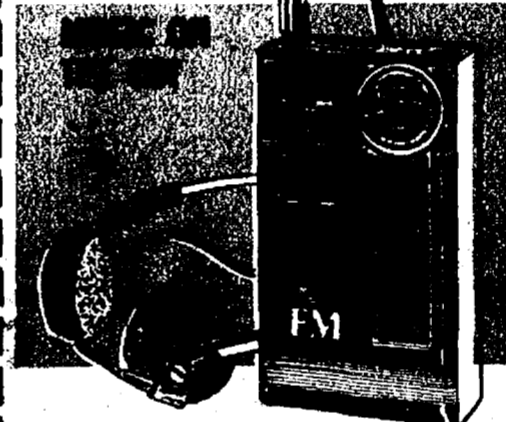
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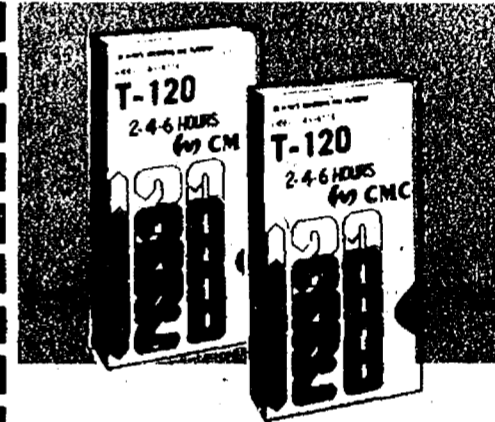
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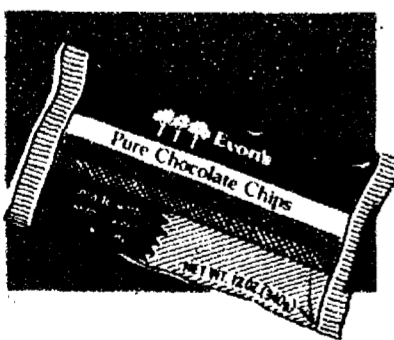
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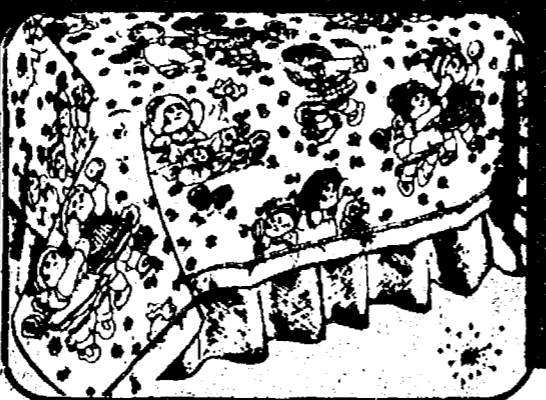
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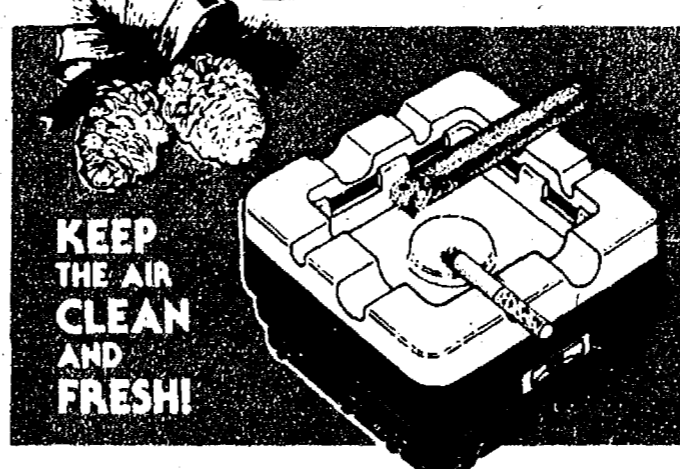
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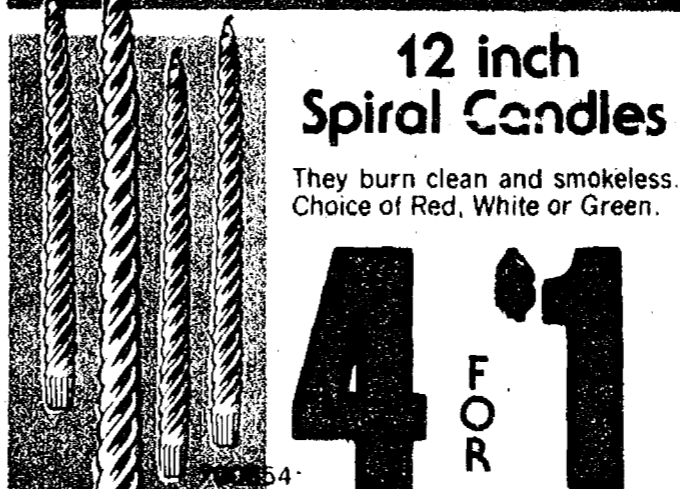
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4 FOR 1



Glass Candle Holders

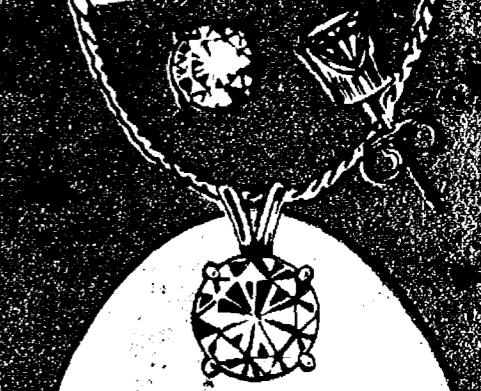
6 Pack Scented Votive Candles

Your Choice

99

714961

SAVE OVER
50% OFF



BRILLIANT CUBIC ZIRCONIA PENDANT or EARRINGS

A brilliant gift...a spectacular simulation! Large jewels that are cut with the same precision as their original counterparts. Made by man...adored by women! Pendant on 16" chain. Pierced earrings with surgical steel posts. Each gift boxed.

VALUES TO \$19.95

799



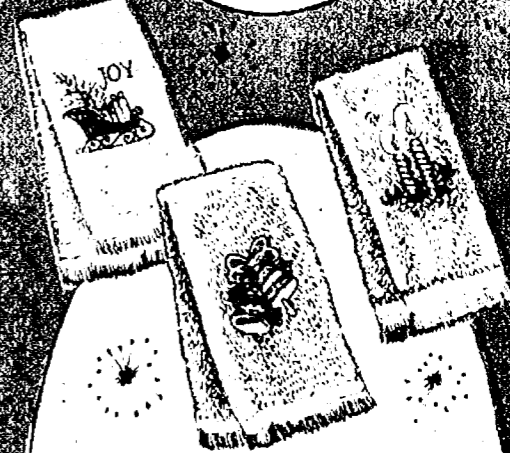
50% OFF

Sergio Valente 14-K GOLD FILLED POSTS Pierced Earrings

Bold, clean designs in gleaming gold that go great with any wardrobe. Select from a large assortment made to sell for twice the price. They're hypo-allergenic.

599

716316



Christmas Guest Towels

100% cotton terry in 11" x 19" fingertip size. Select from 4 Holiday designs and colors. Great stocking-stuffer gift.

199

714961

CLIP 'N SAVE HOLIDAY COUPON SPECIAL



"MUSICAL" 8 MELODY BELL

3" metallic bell with lifelike holly decor. Electronically plays 8 Christmas melodies continuously... Silent Night, Jingle Bells, First Noel. Volume control. Uses "AA" battery, not included.

Price Without Coupon \$4.99
3 99
713569

Limit 1 Bell with this coupon

CLIP 'N SAVE HOLIDAY COUPON



1-OUNCE TRIAL SIZE JAR CUSTOM BLENDED NESCAFE COFFEE

- CLASSIC BRAVA
- DECAF SILKA

Your Choice
Price Without Coupon 79¢
69¢
716233

Limit 2 Jars with this coupon

CLIP 'N SAVE HOLIDAY COUPON SPECIAL

TRU-TIME FULL FEATURED L.E.D. CLOCK DIGITAL SNOOZE ALARM

Large display with 24-hour alarm and snooze bar that lets you sleep a little longer - wakes you again. Top mounted controls. If current fails... battery system takes over. Batteries not included. U.L. listed.



Price Without Coupon \$9.99

6 99
714911

Limit 1 Clock with this coupon

HOLIDAY COUPON VALUE



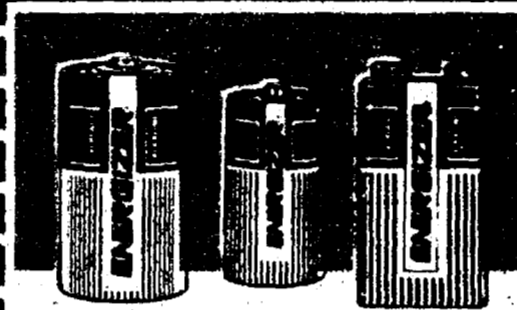
Milk Chocolate Novelty Candy

- SANTA CLAUS - 7/8 oz.
- RACING CAR - 7/8 oz.
- SANTA FACE 1 oz. SUCKERS
Chocolate or Peanut Butter

Your Choice
Price Without Coupon \$1.00
3 FOR 1
714729-30
716317

Limit 6 of Your Choice with this coupon

CLIP 'N SAVE HOLIDAY COUPON



Eveready Energizer Alkaline Battery

- C-Cell 2-PACK
- D-CELL 2-PACK
- 9-VOLT SINGLE

Your Choice
Price Without Coupon \$1.99
1 49
711233-35
EACH PACK

AA Cell - 4 Pack
1 99

Limit 4 Packs with this coupon

HOLIDAY COUPON VALUE



CLEO • HOLIDAY ROLLS 26-INCH GIFT WRAP

Choice of 25 sq. ft. of traditional paper or 10 sq. ft. of solid or print foil.

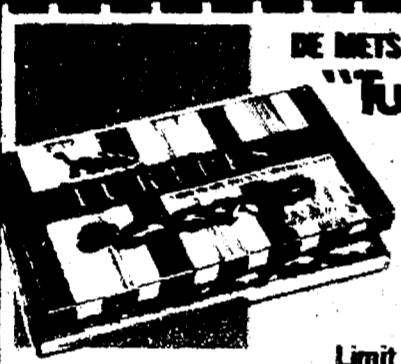
100-FT. FLAT RIBBON

Roll of 5/8" wide flat ribbon in choice of many Holiday colors.

Your Choice
Price Without Coupon 99¢
79¢
707502
714767-68

Limit 2 of each with this coupon

HOLIDAY COUPON

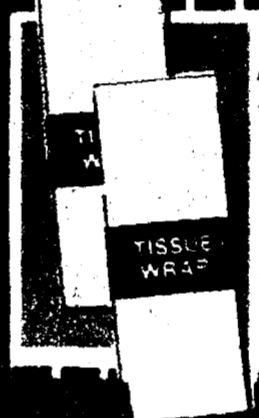


DE METS CHOCOLATE PECAN CARAMEL "Turtles" Candy

Price Without Coupon \$3.99
2 99
714684

Limit 2 Boxes with this coupon

HOLIDAY COUPON



CLEO WHITE • 20 SHEETS, 72 SQ. FT. 26 inch Tissue Wrap

Price Without Coupon 79¢
2 FOR 1
714379

Limit 2 Packs with this coupon

HOLIDAY COUPON

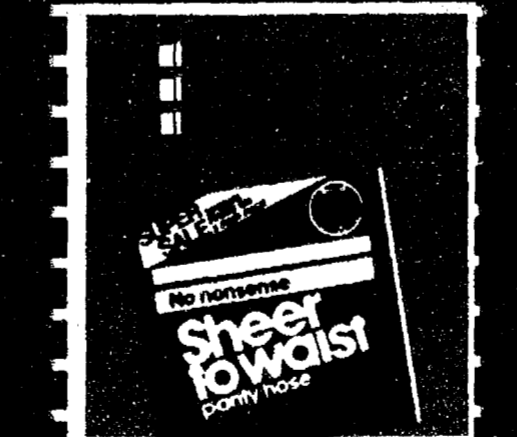


NUTCRACKER FANCY SALTED Cashew Halves

11-OZ. CAN
Price Without Coupon \$3.99
2 99
714253

Limit 2 Cans with this coupon

HOLIDAY COUPON



NO NONSENSE Panty Hose 2-Pk.

Price Without Coupon \$2.99

Your Choice
1 99
716322

Limit 2 Packs with this coupon

HOLIDAY COUPON



WIDE BAND, STRETCH NYLON No Nonsense Knee-Hi 3-Pack

Price Without Coupon \$1.29

99¢
716324

Limit 2 Packs with this coupon

HOLIDAY COUPON



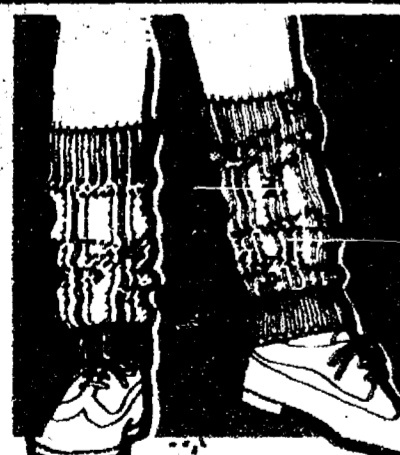
A Gift for Man's Best Friend! Milk-Bone 9oz. Dog Gift Pack

Price Without Coupon 99¢

79¢
716193

Limit 2 Boxes with this coupon

HOLIDAY COUPON



SUPER WARM - ASST. COLORS Fashionable Leg Warmers

Price Without Coupon 2 for \$5.00

1 99
712515

Limit 2 Pairs with this coupon

HOLIDAY COUPON

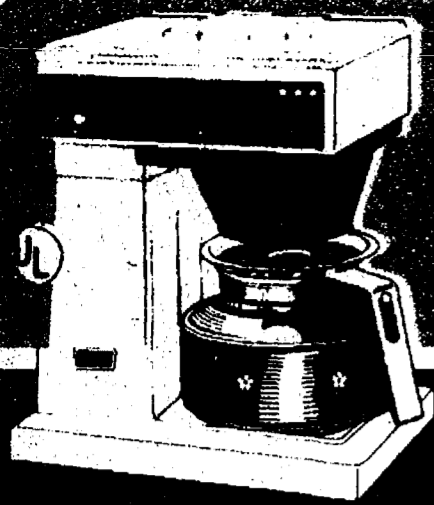


SALTED or UNSALTED Dry Roasted 16 oz. Peanuts

Price Without Coupon \$1.99

1 49
713548-49

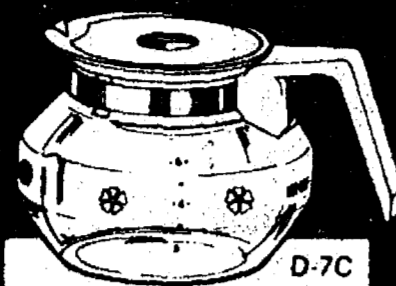
Limit 2 Jars with this coupon



MR. COFFEE
Rebate
OFFER



MR. COFFEE
10-CUP AUTOMATIC
COFFEE MAKER



Mr. COFFEE
10-CUP GLASS
DECANTER

MR. COFFEE
10-CUP MODEL WITH
CLOCK TIMER

19⁹⁹
- 7⁰⁰

OUR LOW
PRICE **4⁹⁹**
LESS MFR.
REBATE **- 2⁰⁰**

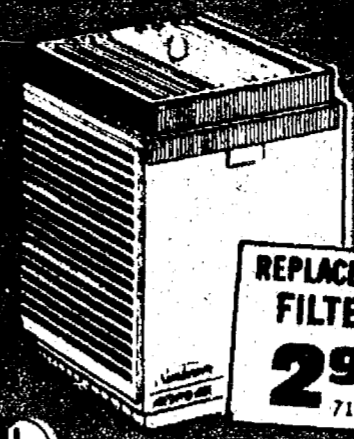
29⁹⁹
- 5⁰⁰

1299

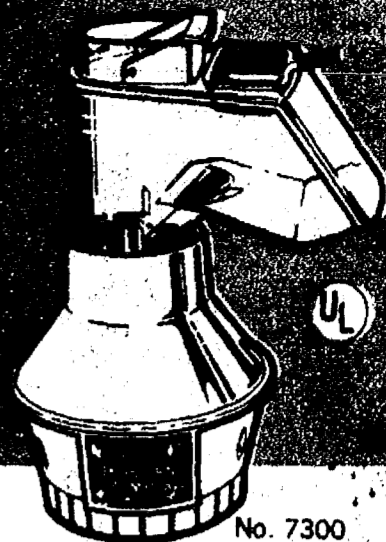
299
705324

2499

YOUR ACTUAL COST AFTER MAIL-IN REBATE



REPLACEMENT
FILTERS
299
713905



No. 7300

Wear • Ever
Popcorn Pumper

Pop light, puffy, delicious popcorn with hot air...not hot oil! No oil means lower in calories and cholesterol, plus no messy clean-up. Built-in butter melter. Pops gourmet, premium and regular brands. U.L. listed.

Sunbeam
Fresh'nd-Aire
Room Air Cleaner

2 speeds plus 2 fans helps filter tobacco smoke, cooking odors and pet odors. 4-way filter system with adjustable citrus scent—turn it off or on as needed. U.L. listed.

OUR LOW PRICE **7⁹⁹**
LESS MFR.
MAIL-IN REBATE **- 4⁰⁰**

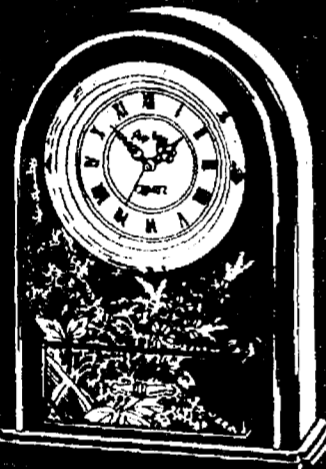
OUR LOW PRICE **12⁹⁹**
LESS MFR.
MAIL-IN REBATE **- 3⁰⁰**

399
713904

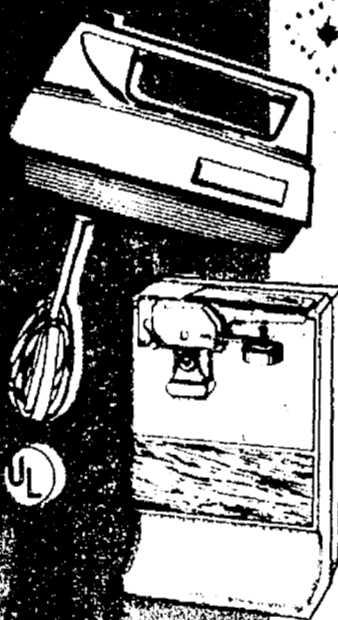
999
716198

YOUR ACTUAL COST AFTER MAIL-IN REBATE

Decorative Design
Deluxe Quartz Clock



1299



5-Speed Mixer

Fingertip control. Chrome-plated beaters for long life, easy clean-up. Beater ejector button means no mess, no fuss. Almond color. U.L. listed.

Can Opener & Knife Sharpener

Opens all cans automatically. Flip-top magnet holds can lids. Built-in knife sharpener. Almond color with woodgrain applique.

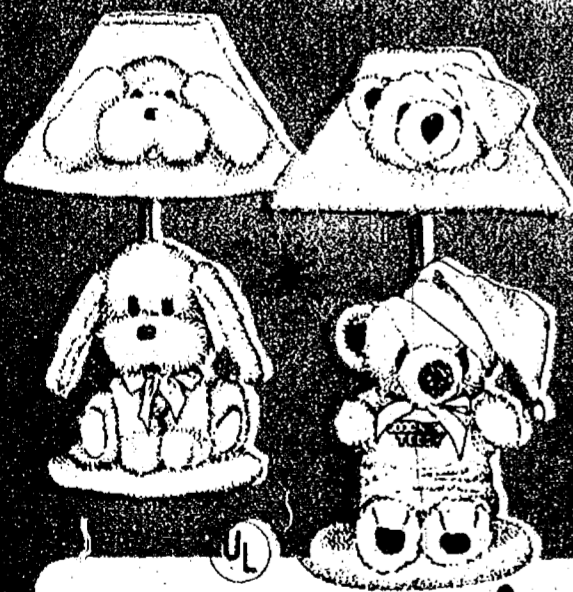
Your Choice

999
EACH



Deluxe Briefcase Asst.

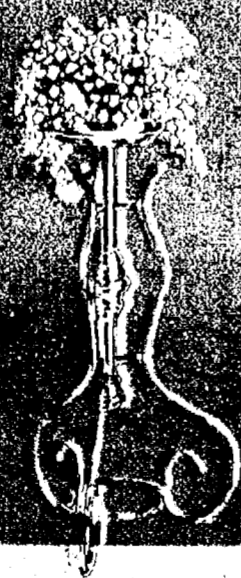
999



CHILDREN'S "STORYTIME"
Plush Animal
Assorted Lamps

Delight the kids this Christmas with a furry little animal lamp of their own! Matching head on plush shade. Choice of colorful friends—"Teddy" bear, "Trixie" dog, "Oscar" elephant. U.L. listed.

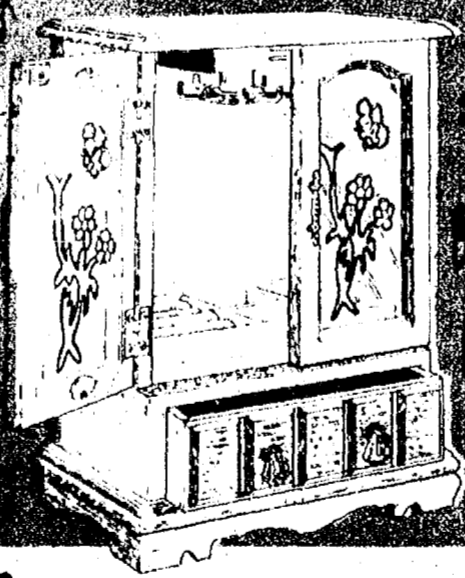
1999
716350



ELEGANT AND STURDY
Brass Plated
36" Plant Stand

A lovely way to display your favorite house plant in all its beauty. Brass plated finish will not tarnish. An accent for the foyer, living room, den, bedroom. Easy to assemble.

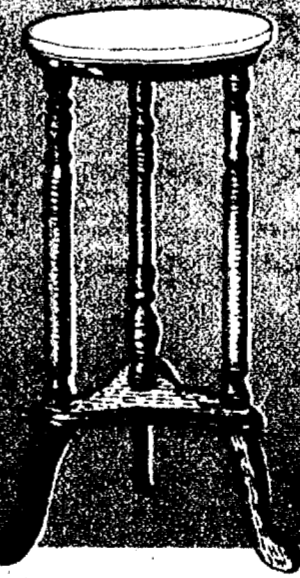
999
714999



WALNUT FINISHED WOOD
Musical Lighted
Jewelry Chest

11 1/4" detailed cabinet with stained glass design doors, large drawer. Inside lights up & plays "Love Story". Felt lined interior with mirror & 10 hook carousel. Uses 2 "AA" batteries, not incl.

1999
715654



DECORATIVE-PRACTICAL
Marble Top
Accent Table

The table of many, many uses in what ever room you choose! Rich, genuine walnut wood finish. 27 1/2" high with 13 1/4" diameter marble top. Assembles in minutes without tools.

1999
715000



PRACTICAL-DECORATIVE
Crystal Glass
Night Light

3 decorative styles to choose from: Swan, Unicorn, Elephant. Adds a lovely glow to any room setting. On/off in-line switch on cord. Bulb incl. Walnut finished wood base.

799
711788

MANUFACTURER'S

Rebate

PERSONAL CARE GIFTS



Professional Curling Iron WITH 2 HEAT SETTINGS

Recommended by beauticians everywhere for creating lasting curls fast and easy. Chrome barrel with insulated cool tip. Non-tangle swivel cord. U.L. listed.

OUR LOW PRICE **4⁹⁹**
LESS MFR.
MAIL-IN REBATE - **2⁰⁰**

2⁹⁹*

705187

Styling "Hot" Curling Brush WITH 2 HEAT SETTINGS

The styling brush that curls, shapes and adds body to your hair. Safety cool tip, 2-heat switch, ready light. Tangle-free swivel cord. U.L. listed.

OUR LOW PRICE **5⁹⁹**
LESS MFR.
MAIL-IN REBATE - **2⁰⁰**

3⁹⁹*

708713

'3-in-1' Curling Iron and Brush 2 IRON & 1 BRUSH-HEAD

2 chrome barrels, 1/2 and 3/4 inch size. Interchangeable attachments give you complete styling freedom. 2 heat settings. Tangle-free swivel cord. Cool safety tips on irons—removable bristles on brush. U.L. listed.

OUR LOW PRICE **11⁹⁹**
LESS MFR.
MAIL-IN REBATE - **4⁰⁰**

7⁹⁹*

710210

Pro 1200 watt Styler-Dryer WITH AIR CONCENTRATOR

Powerful styler/dryer for men and ladies. Features 3 heat settings plus 2 air speeds for fast drying. Lightweight balanced design with long cord. Air concentrator for fast spot drying. U.L. listed.

OUR LOW PRICE **9⁹⁹**
LESS MFR.
MAIL-IN REBATE - **3⁰⁰**

6⁹⁹*

710282

Rechargeable Ronson Shaver WITH "MICRO FOIL" HEAD

Cordless shaver with stainless steel blades in angled head for smooth shaving. Pop-up trimmer. Deluxe charging stand with charging indicator light and clear dust cover. Cleaning brush included. U.L. listed.

OUR LOW PRICE **19⁹⁹**
LESS MFR.
MAIL-IN REBATE - **5⁰⁰**

14⁹⁹*

716332

*YOUR ACTUAL COST AFTER MAIL-IN REBATE

Lady Ronson Deluxe Shaver

'TWIN HEAD' CORD MODEL

Stainless steel shaving head with dual cutting action. Curved radius-cut trimming edge for underarm comfort. Sleek styling for handling ease. Travel case included. U.L. listed.

OUR LOW PRICE **14⁹⁹**
LESS MFR.
MAIL-IN REBATE - **5⁰⁰**

9⁹⁹

716481

YOUR ACTUAL COST AFTER REBATE



Beauty Touch Nail Dryer

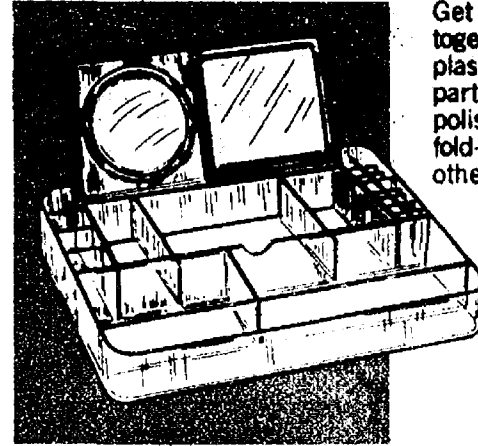
BATTERY POWERED

The final touch to beautiful nails! Dries them quickly...won't bubble or smear nail polish. Compact size for easy storage. Operates on two "C" cell batteries, not included.

4⁹⁹

714982

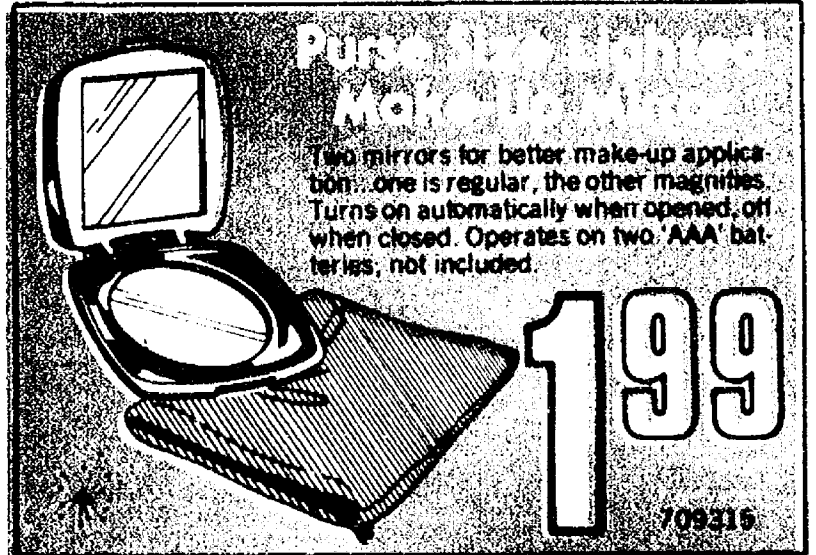
Deluxe Beauty Organizer



Get all your cosmetic supplies together! Tortoise shell color plastic case with many compartments for lipsticks, nail polish, tissue, brushes. Two fold-away mirrors—one regular, other magnifies.

4⁹⁹

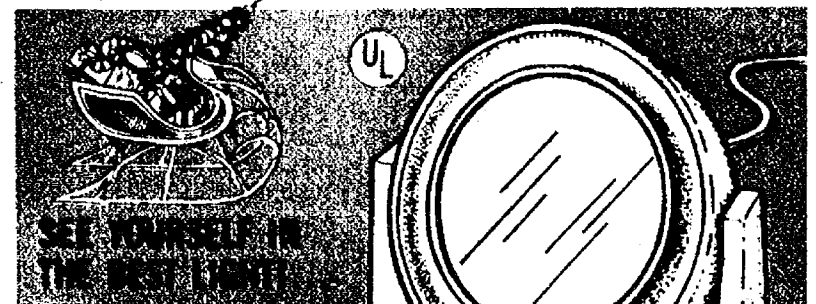
713587



Purely Practical
Magnifying Mirror
Two mirrors for better make-up application...one is regular, the other magnifies. Turns on automatically when opened, off when closed. Operates on two "AAA" batteries, not included.

1⁹⁹

709316



LIGHTED 2-WAY, 6.5 INCH MAKE-UP MIRROR

One side is regular, the other magnifies. 40 watt bulb with non-glare day light reflector. Mirror tilts to any desired angle. Tumble-free base with skid-free rubber feet...can be wall mounted. U.L. listed.

12⁹⁹

711584

\$2.00 REBATE



GILLETTE BRUSH PLUS SHAVING SYSTEM

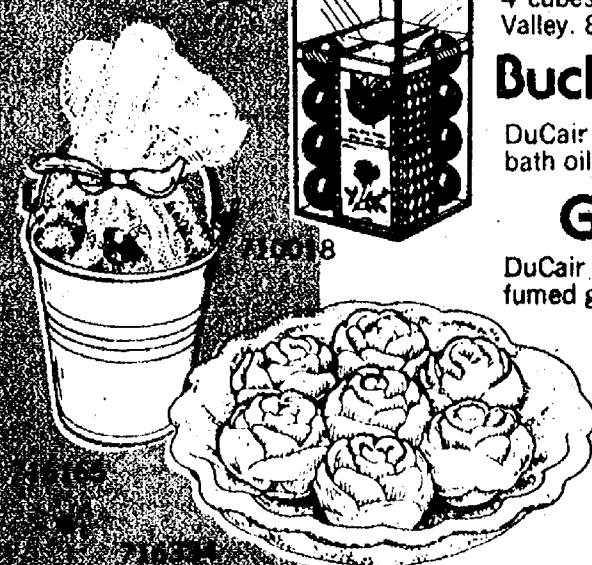
OUR LOW PRICE **4⁹⁹**
LESS MFR.
MAIL-IN REBATE - **2⁰⁰**

2⁹⁹

Refund Offer Expires 4-30-86 716335

Your Cost After Mfr. Refund

Fragrant Gifts



Bath Oil Pearls & Cubes

Delagar deluxe gift pack—everything for a luxury bath. 4 cubes: Lavender, Gardenia, Rose and Lily of the Valley. 8 perfumed bath oil capsules.

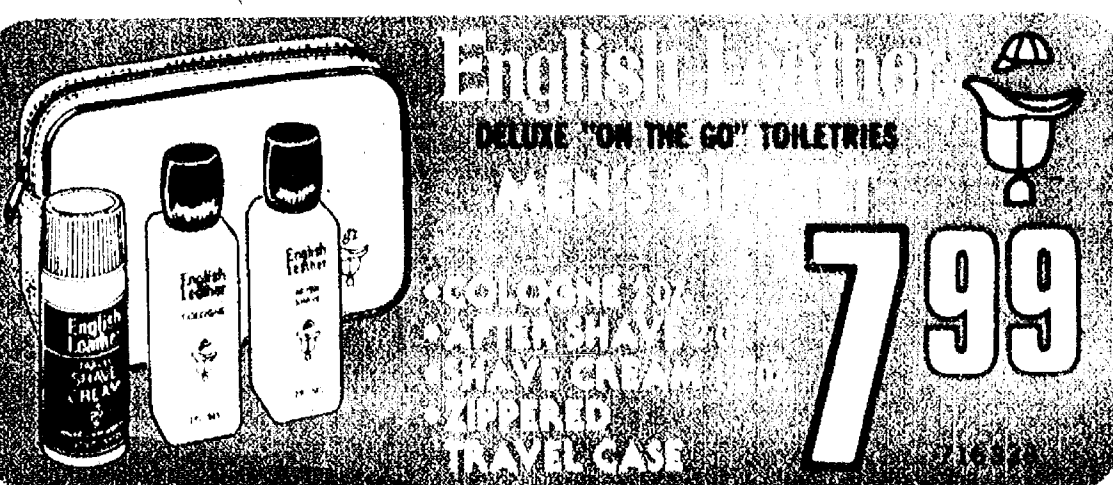
Bucket of Bath Oil Drops

DuCair metal gift basket filled with lanolin-enriched bath oil drops. Choice of lovely fragrances.

Guest Soaps in Dish

DuCair gift pack of a lovely glass dish filled with perfumed guest soaps. Select from several fragrances.

Your Choice **2⁹⁹** EACH



ENGLISH LAVENDER DELUXE "ON THE GO" TOILETRIES

7⁹⁹



SEIKO

ANALOG ELECTRONIC
Quartz Watches
FOR BOTH MEN AND LADIES

VALUES UP TO \$185*

4999



Fashionable Quartz Sport Watches

Smoothly styled analog sport watches with sweep second hand from TRU-TIME. Quartz dependability and accuracy. Select from many colorful designs for men, ladies and children. Some models are waterproof.

LIMITED 1-YEAR WARRANTY

Your Choice

999

716147



QUARTZ L.C.D. DIGITAL Child's Timex 'Kermit' Watch WITH ANIMATED BUBBLES

Kermit...the Muppets' famous frog, featured on this children's watch. 6-function display: hours, minutes, seconds, day, date and month. A timely gift for kids!

699

716137



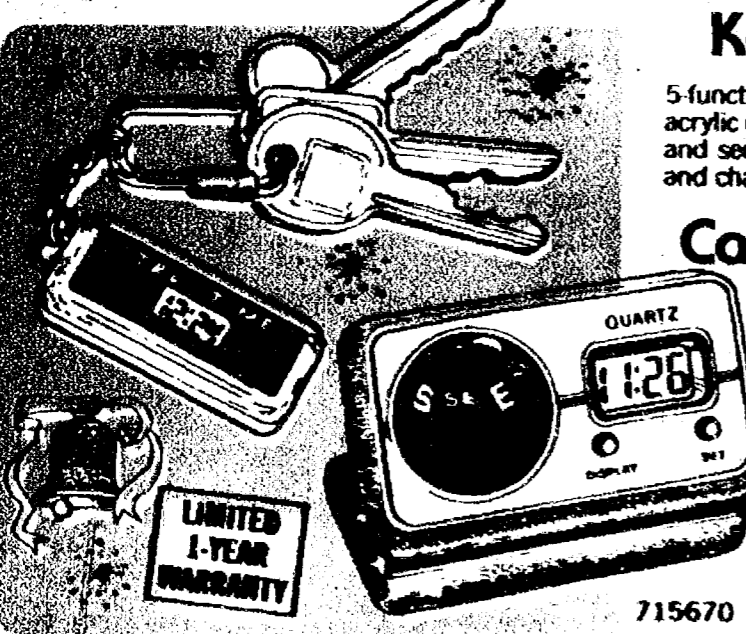
TRU-TIME GOLD-TONE L.C.D. Ladies' Quartz Dress Watch WITH BRACELET BAND

Fashionable styling in an ultra-thin design with 5 functions: hours, minutes, seconds, month and date. Gleaming gold-tone watch with matching adjustable bracelet.

LIMITED 1-YEAR WARRANTY

799

714294



Keychain Acrylic Digital Clock

5-function, dependable and accurate Quartz watch in rugged, clear acrylic case. L.C.D. display of month and date as well as hours, minutes and seconds. Long-life battery included. Heavy duty sure-lock key ring and chain.

Car Digital Clock with Compass


Handy dashboard combination. Large L.C.D. display for hours & minutes plus month, date & seconds. Revolving global compass is easy to read from any angle. Fold-away stand has adhesive backing...easy mounting almost anywhere.

LIMITED 1-YEAR WARRANTY

Your Choice

299 EACH

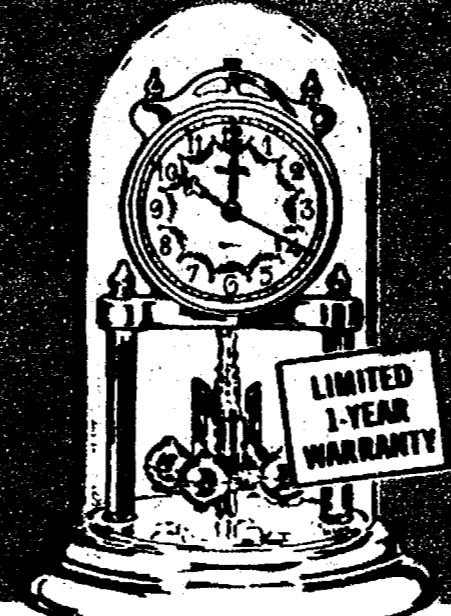
715670



Wristband Wallet & Watch
FOR THE SPORTS PERSON ON YOUR LIST!

399

A CLASSICAL GIFT OF TIME!



LIMITED 1-YEAR WARRANTY

TRU-TIME DELUXE 12-INCH ANNIVERSARY QUARTZ CLOCK UNDER GLASS DOME

Quartz movement assures you of accuracy & dependability. A gleaming gold-tone, classical design in a table clock. Antique styled metal face with sweep second hand & revolving pendulum. This 400 day clock is powered by one "AA" battery, not incl.

2995

715909

DELUXE DESK L.C.D. CLOCK WITH PEN & DIGITAL THERMOMETER



999

LIMITED 1-YEAR WARRANTY

CAPTURE THE HOLIDAY FUN ON FILM...



CONTINENTAL 350T "TELEPHOTO" 110 CAMERA WITH BUILT-IN ELECTRONIC FLASH

Uses all 110 instant load film cartridges. Sharp, pre-focused lens...just aim & shoot. Flash unit delivers up to 200 flashes on two "AA" batteries, not included. Top switch lets you select normal or telephoto lens. Double exposure prevention. 1-year warranty.

OUR LOW PRICE **1499**
LESS MAIL-IN MFR. REBATE **- 300**

Expires Dec. 31, 1985
YOUR ACTUAL COST AFTER MFR. REBATE

1199

710340



"BATH MATE" WATER RESISTANT AM-FM RADIO

The perfect companion gift for the person who likes to sing in the shower! Portable radio slips in and out of it's own wall bracket. Bracket attaches with self-adhesive strip or screws provided. Operates on 4 "AA" batteries, not included. White cabinet.

SPECIAL WALL BRACKET

999

715679

TDK LIFETIME WARRANTY LOW NOISE BLANKS 2-PACK CASSETTE TAPES

Premium recording tape with low noise, high output for best recording results on voice and music. Super precision mechanism prevents tape jamming.



60 MINUTE Blank Cassettes

249

710428

90 MINUTE Blank Cassettes

349

710427

4 SPEAKER SYSTEM

Toshiba Mini AM-FM Stereo Radio

With Cassette Recorder & TV Band, plus Dual Power



4999

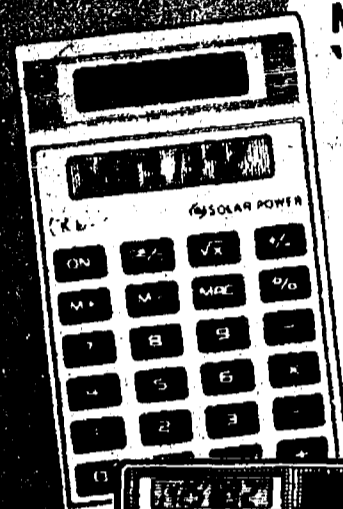
L.C.D. CALCULATORS

THE GIFT THAT YOU CAN COUNT ON TO GIVE GREAT PLEASURE!

NEVER BUY BATTERIES AGAIN!

"SOLAR POWER" CALCULATOR

Endless power!...use these calculators in any type of light. Built-in Silicon Solar Cells receive their power from natural sun or artificial light. 3-key memory system plus one-touch percent and square root key. 8-digit bright L.C.D. display. Handsome leatherette case incl.



CREDIT CARD or POCKET MODEL

599 EACH

714097




DESK TOP MODEL

799

714119

CHECKBOOK CALCULATOR WITH CONTINUOUS BALANCER

799



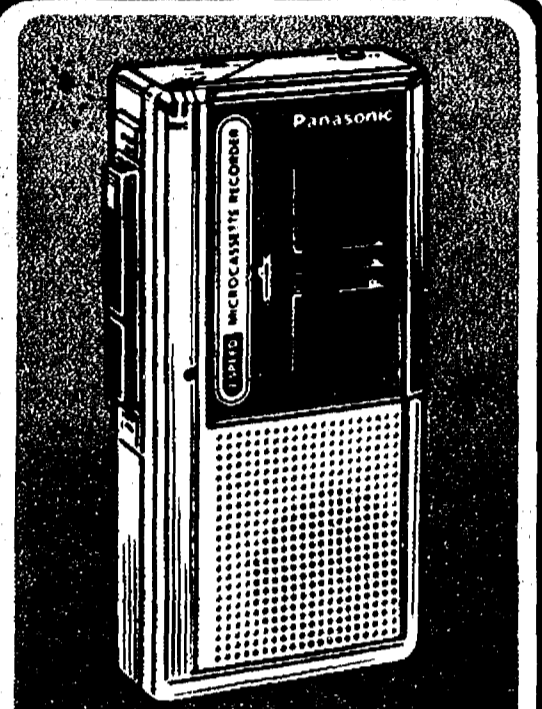
MULTI-PURPOSE TOTE CASE WITH ADJUSTABLE SHOULDER STRAP

Shock protected, padded nylon case featuring "twin" zipper closure. Holds compact recorder, small pocket radio, personal stereo and headphones or 10 cassette tapes. Choice of colors.



499

715647



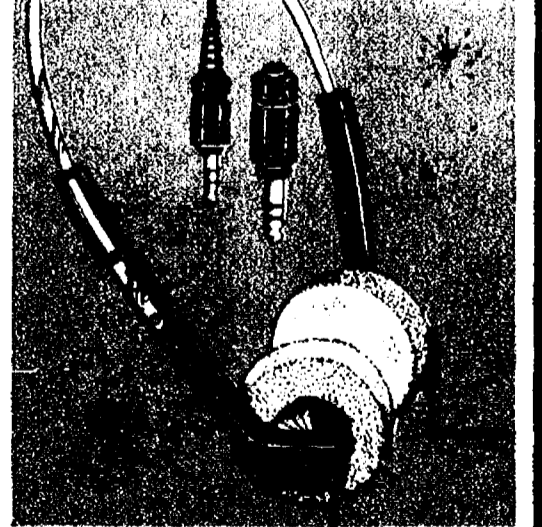
Panasonic

2-SPEED ULTRA-COMPACT MICRO CASSETTE TAPE RECORDER WITH ONE-TOUCH RECORDING

2-speed tape selector allows you to record up to 2 hours on standard 60 minute micro cassette. Built-in condenser mike. Cue and review controls. Trio power...operates on 2 'AA' batteries, not included, house current with optional AC adapter, or automobile with optional adapter.

2999

714883



MINI "STEREO" HEADPHONES

Light as a feather with headband and soft urethane pads for comfort. Superior voice coils provide dynamic sound. Mini stereo plug and 1/4" adapter to fit most stereo systems.

399

714122

GENERAL ELECTRIC PORTABLE AM-FM "Stereo" Cassette Player WITH LIGHTWEIGHT HEADPHONES

Versatile stereo performance plus contemporary styling. Offers excellent sound from stereo cassettes or built-in AM/FM/FM Stereo Tuner. Easy pushbutton controls put personal stereo listening at your fingertips.



2999

716321



SAMSUNG "DUAL POWER" AM-FM Radio-Cassette Recorder

Operates on 4 "D" batteries, not included, and AC house current for complete versatility. Built-in condenser mike. Pushbutton tape controls with pause and monitoring control plus auto stop. Automatic recording level. 3" speaker. Earphone jack. U.L. listed.

2499

AM-FM DUAL POWER PORTABLE

The "Beacon" radio operates on 4 "AA" batteries, not included, or AC house current. Large, easy-to-read digital telescopic antenna. Handsome appearance. Earphone included. U.L. listed.



1299

714147



EMERSON AM-FM Stereo Tape to Tape Cassette

Dual cassette tape mechanism allows you to copy from one cassette to another. Auto stop at end of tape. Automatic level control. Built-in condenser mike. Pause control. Digital tape counter. Top mounted push-button controls. Dynamic 4-Speaker system for great stereo sound. Operates on AC house current or batteries, not included.

U.L. LISTED

6999

GIFTS GALORE AT PRICES YOU CAN AFFORD!

**CREATES 120 POUNDS OF PRESSURE
PORTABLE AIR COMPRESSOR
OPERATES ON ALL CAR 12-VOLT SYSTEMS**

Operates from your car's cigarette lighter with 10 ft. cord. Quick connector attaches to tire valve instantly...features "Pressure Check Valve" Nozzle adapter for inflatables. Compact, portable lightweight carrying case.

999 710046

DELUXE "GENUINE" LEATHER WALLET AND CLUTCH PURSES

- Men's Billfolds •Men's Trifold Wallets
- French Purses •Checkbook and Clutch Purse Combo

Top quality leather in assorted colors. Billfolds feature clear plastic photo/card cases. Clutch purses in many fashionable designs and colors.

Billfolds and Trifolds **399** 714998

Lacquer Cover Photo Album
Hard cover album with crystal-clear vinyl pockets to hold 48, 3 1/2" x 5" photos. Post design lets you add pages. Choice of 3 covers.

499 714998

Memo Jotter Organizer
Vinyl case with velcro closure...featuring 20 month calendar, memo pad, fine-line pen, date book, indexed address & phone book, credit card/photo holders.

499 715002

AUTO VACUUM with DRUSH and NOZZLE

499

CLIP 'N SAVE HOLIDAY COUPON

French and Clutch Purses

499 702368

LADIES' DELUXE 3-Piece Purse Set

Disposable slim-line butane lighter with adjustable flame. Cigarette case in leather-grained vinyl with snap closure and nylon stitched design, plus key chain. Assorted colors.

299 709324

Deluxe Brass
Brass-plated desk lamp in a true 12 3/4" adjustable arm to let you watt tubular bulb, not included.

Brass Gooseneck
Brass plated multi-purpose lamp with gooseneck arm. 6-inch weighted standard 60-watt bulb, not included.

Magnifier Lamp
Clamp-on base. Arm adjusts to ground glass lens. Uses 60 watt.

FLUORESCENT LANTERN
With Car 12 volt Adapter

Your Choice

OLD SPICE GIFT SETS

- COLOGNE-2 1/4 OZ.
- AFTER SHAVE-2 1/4 OZ.
- AFTER SHAVE-2 1/4 OZ.
- STICK DEODORANT-2 1/2 OZ.

Your Choice
Price Without Coupon **399** 714712 714709
\$4.99

After Shave 2 1/2 oz.
Soap On A Rope 5 oz.
499

Limit 3 Sets with this coupon

Aviance Night Musk Spray Cologne

Price Without Coupon \$6.99

599 712763

\$8.00 Retail Value

Limit 1 Bottle with this coupon

CLIP 'N SAVE COUPON

CHOICE OF FRAGRANCE Charlie • Jontue Cologne Spray

Your Choice
Price Without Coupon \$5.99 **499** 708193 715810

Limit 1 Bottle with this coupon

CLIP 'N SAVE

Baby Soft Gift Set by

- BODY MIST
- BODY POWDER

\$7.50 Retail Value
Price Without Coupon \$6.99 **599**

Limit 1 Set with this coupon

CLIP 'N SAVE COUPON

Ralph Lauren Chaps Cologne

Price Without Coupon \$7.99

\$9.00 Retail Value **699** 712843
1.8 oz.

Limit 1 Bottle with this coupon

CLIP 'N SAVE COUPON

Enjoli Natural Cologne Spray

Price Without Coupon \$7.00

\$7.00 Retail Value **599** 715833

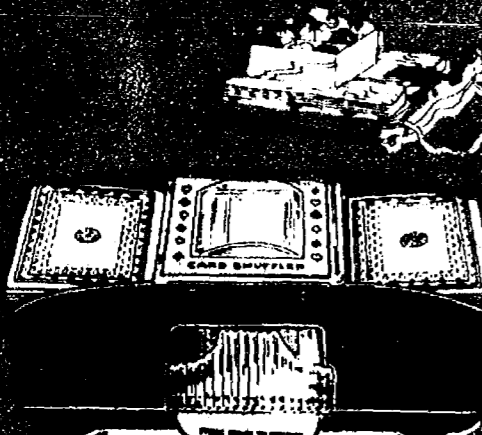
Limit 1 Bottle with this coupon

CLIP 'N SAVE COUPON

CHOICE OF FRAGRANCE Charlie • Jontue Cologne Spray


Your Choice
Price Without Coupon \$5.99 **499** 708193 715810

Limit 1 Bottle with this coupon



Automatic Card Shuffler
Automatic 'push-button' operation. Shuffles two full decks completely. Operates on 2 'C' cell batteries, not included. Cards extra.

799 714086



5-Piece Mug Tree Set
4 hefty earthenware mugs with easy-grip handles plus...brown enameled metal tree stand to hang them on.

499 713619



'Musical' Floral Arrangement
ILLUMINATED UNDER GLASS
12" tall with beautiful glass chimney—revolves as it plays "Feelings" or "The Way We Were". Choice of delicate red or pink bouquet. Powered by 2 "AA" batteries, not included.

999 715003



Old Fashioned GUMBALL MACHINE

1699

20 oz. GUMBALLS 299

Piano Lamp
Classical styling. 6" tip-proof base with direct the light where needed. Uses 60 U.L. listed.

1999 EACH

1299



AUTOMATIC 12" PLUSH PILE PILLOW MASSAGER
BATTERY OPERATED—NO ELECTRIC CORD...NO ON/OFF SWITCH
Just lean back against it—turns on automatically. Operates on 2 D-cell batteries (not included) inside the 4" thick polyurethane foam filling. Vibrating action instantly relaxes tight shoulder, neck and back muscles. Great to perk-up tired feet!

999 711552

GET A GENTLE RELAXING MESSAGE ANYWHERE-ANYTIME!
Ideal at home, office, in the car or after exercising.



Set of 3 Wooden Stacking Tables
Most useful set of tables ever...use as snack tables or display tables for plants and art objects. Inlaid oak design with hi-gloss protective finish. All 3 nest together for space-saving storage.

1999 715004



Quality Wood Rocking Horse

Smoothly sanded wood. Finished with clear lacquer...completely safe with no sharp edges. Accented with flowing yarn tail and mane. 22" high x 30" long. Easy-to-assemble.

1999 714954



PERFUME GLASS ATOMIZER

299

CLIP 'N SAVE HOLIDAY COUPON

JOVAN MUSK OIL COLOGNE
Earthy • Sensual • Long Lasting
Ladies' 2 oz. Musk Oil Spray

Price Without Coupon \$6.99

599 712808

Men's 4 oz. Musk Oil Cologne/After Shave

699

Limit 1 of Each with this coupon

COUPON

1999

Soft Love
1.5 oz.
R-1.5 oz.

999

716349
This coupon

CLIP 'N SAVE COUPON



Gucci-1 oz. Spray
•Ladies' Eau de Parfum
•Men's Pour Homme

999

Your Choice
Price Without Coupon \$12.99

715604-05
Limit 1 Bottle with this coupon

CLIP 'N SAVE COUPON



Nina Ricci L'Air du Temps
Price Without Coupon \$12.88

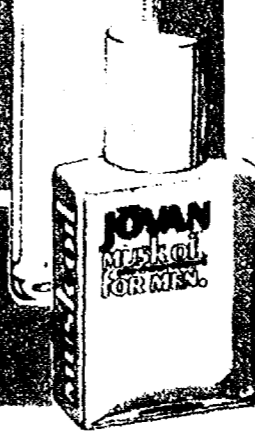
1.6 oz. SPRAY

1188 715724

\$13.50 Retail Value

Limit 1 Bottle with this coupon

CLIP 'N SAVE COUPON



JOVAN MUSK OIL COLOGNE
Earthy • Sensual • Long Lasting
Ladies' 2 oz. Musk Oil Spray

Price Without Coupon \$6.99

599 712808

Men's 4 oz. Musk Oil Cologne/After Shave

699

Limit 1 of Each with this coupon

CLIP 'N SAVE COUPON



Chloe Spray Eau de Toilette
Price Without Coupon \$19.99

1.7 oz.

1899 715752

\$22.50 Retail Value

Limit 1 Bottle with this coupon

CLIP 'N SAVE COUPON



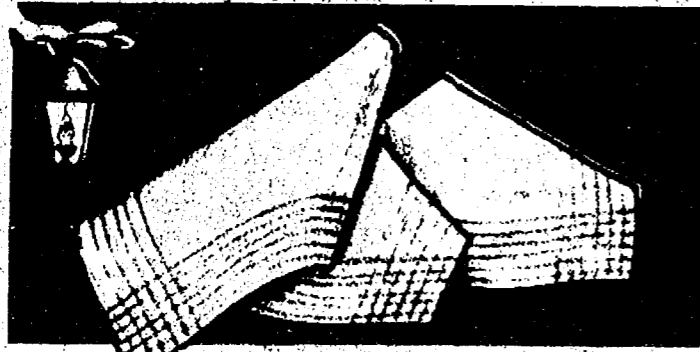
'CIE' Spray Cologne
For All The Woman You Are!
Price Without Coupon \$8.99

699 714578

\$10.00 Retail Value

Limit 1 Bottle with this coupon

For that man...

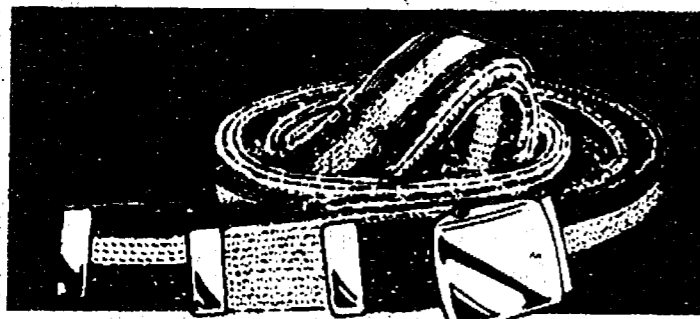


**MEN'S GIFT BOXED
3-Pack Handkerchiefs**

A fashion accessory for him that's a most handy necessity! 17" x 17" size in white Permanent Press polyester-cotton. An attractive gift boxed stocking stuffer.

2.99

716336



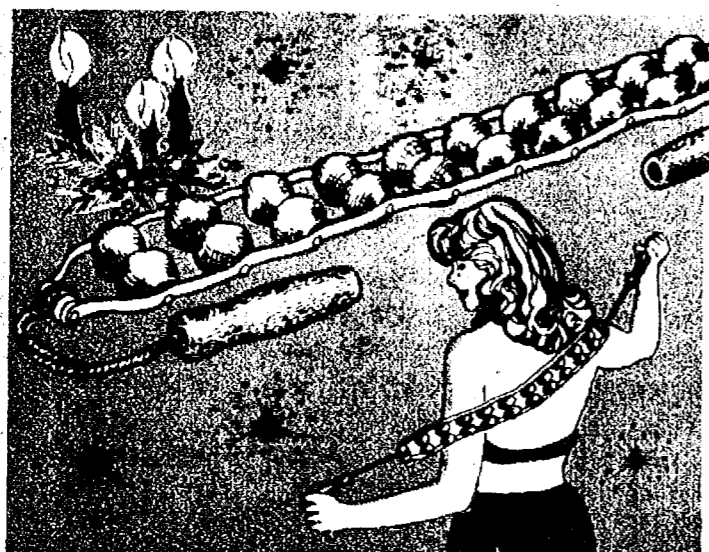
**FASHIONABLE SPORTS STYLING
Men's 5-piece Belt Kit**

Set of 4 belts in 1 1/4" Cotton-Tetoron webbing. Cut-to-fit 40 inch length. Colors in set: tan, brown, olive-red and blue-tan. Brass buckle with lacquer finish...interchangeable with all 4 belts.

4.99

714962

**Roll-Away
aches and muscle tension**

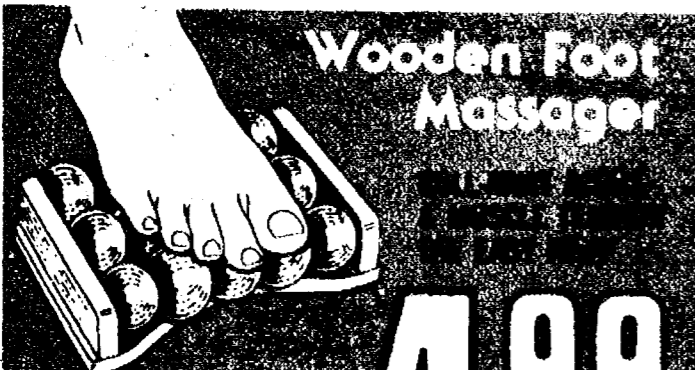


41" Wood Body Massager

Easy-to-handle massager allows you to give yourself a relaxing massage. 41 inches long with handles and walnut finished wooden rollers to smooth out tension. A great way to un-wind after a hard day's work!

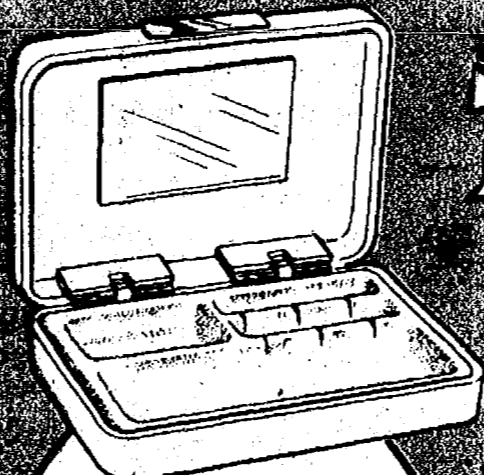
3.99

711720



**Wooden Foot
Massager**

4.99



**Jewelry
Travel Case**

4" x 5 1/2" case with built-in mirror...perfect size for travel as well as at home. Soft lined compartment trays to protect your valuables. Choice of beige, grey or black.

2.99

714967



**Ceramic 12 oz.
'No Spill' Mug**

Designed to prevent spills, ideal for car trips. Rubber, flexible-grip base prevents sliding. Dishwasher and microwave safe.

2.99

710155



**Kitchen Tool
5-Piece Set**

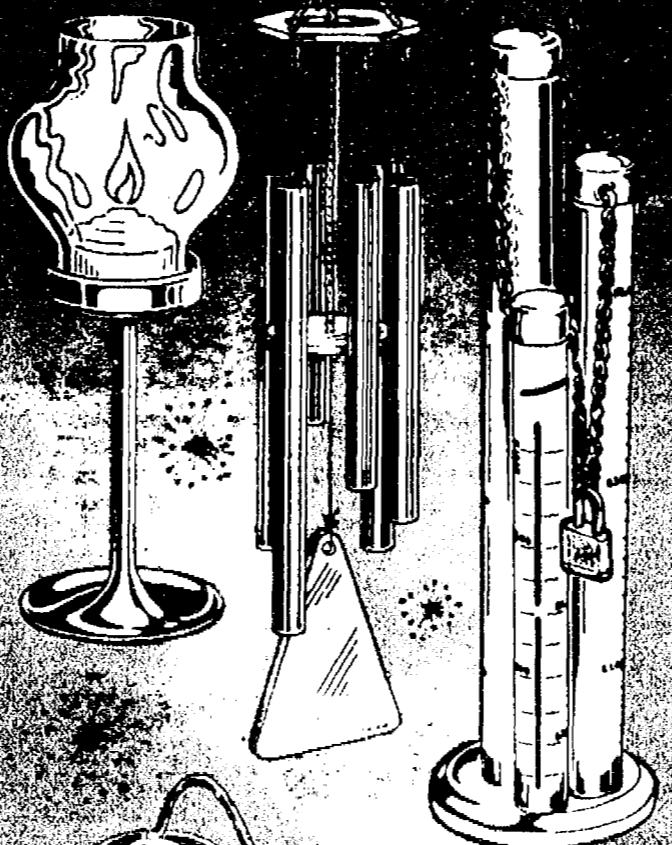
Decorative, hand-painted ceramic utensil holder to brighten the kitchen. Choice of rooster, cow or pig. 4 wooden tools include: fork, spatula, spoon and stirrer.

3.99

715655

BRASS

**The Gift With
A Touch of Class.**



Candle Holder

Elegant pedestal designed candle holder—plated in gleaming brass. 8" tall with glass chimney. A welcome sight in any room setting. Candle included.

3.99

715623

36-inch Wind Chimes

6 brass plated metal tubes that create delicate melodic sounds as the wind moves thru them. A charming addition to the patio or hang it in a near by tree.

3.99

715631

Spare Change Banker

3 slender brass plated tubes on base to hold nickels, dimes and quarters, \$50.00 total. Lock on chain to provide security. 2 keys included. Scale on each tube lets you see your savings grow! 12 inches tall.

4.99

714955

Portable Wine Rack

Graceful design constructed of brass plated heavy gauge tubing with carrying handle for mobility. Holds seven bottles. Takes up very little floor space. 18" tall x 8 1/2" wide.

6.99

715624

Modern Magazine Rack

Gleaming brass plated 1/2-inch tubular metal design that's extra sturdy. Blends well with all furniture styles. A great way to hold and organize magazines and newspapers. Easy to assemble.

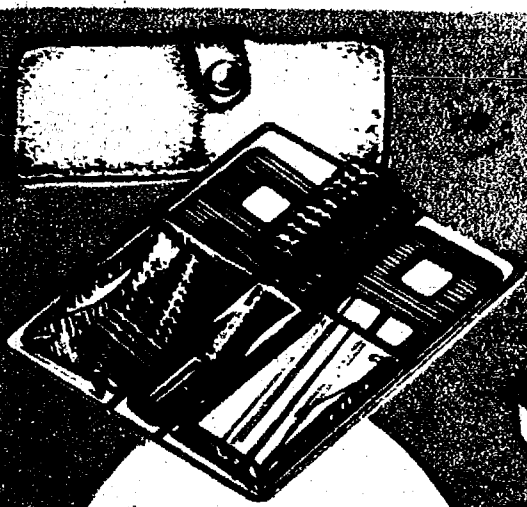
9.99

715630

Helping Hand Back Scratcher



1.99



Brush, Comb & Mirror Set

Cosmetic trio in contemporary design. Popular tortoise shell color plastic. All 3-pieces nest into suede-like plastic case with snap closure.

1.99

706610



3-Pc. Porcelain Bathroom Set

Decorative, practical, all porcelain set of toothbrush holder, 7 oz. cup and soap dish. Lovely floral design, choice of decorative colors.

2.99

711819



Ceramic Ring Box

3 1/2" round white ceramic catchall for your jewelry. Ladies' head with wide brim hat and fluffy genuine feather collar adorns the top of the box.

2.99

715001



"Musical" Decorations

MINI STRING INSTRUMENTS WITH BUILT-IN MUSIC BOXES

Lovely creations with precision key-wound music boxes to add an accent of music to any room setting. BANJO plays "Music Box Dancers" GUITAR and MANDOLIN strums out "Raindrops Keep Fallin' on my Head."

4.99

713592



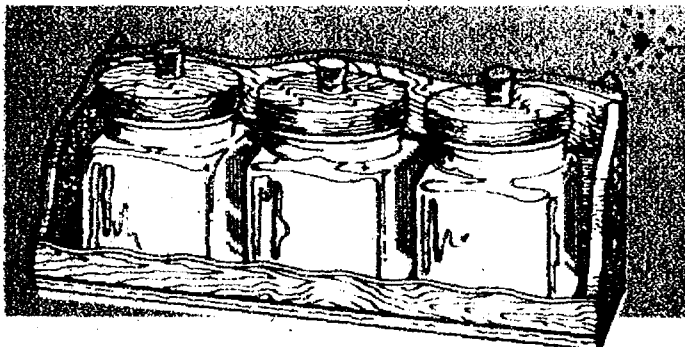
FOR RINGS, JEWELRY AND THINGS

Wooden Keepsake Box WITH FLORAL DESIGN TOP

Fine craftsmanship in wood and glass construction. Blonde wood with natural finish. Hinged top displays a colorful stained glass floral design. Mirrored bottom to reflect contents.

5.99

711616



Deluxe Canister Set 3 GLASS JARS IN WOODEN RACK

Lustrous walnut finished 14 1/2 inch long rack. Sets on counter or can be wall mounted with hooks provided. Each canister jar features air-tight wooden lids.

9.99

715644



Oriental Ceramic Vases

Beautiful golden designs on glazed ceramic vases in cream, blue or black. These 11 inch tall accent pieces are available in six different designs.

6.99

715659

Golden Fantasy 9-inch Tree

A real decorator's touch to the home or office. A shimmering display of 240 brass-plated leaves on an intricately wound gold wire trunk and branches. Tip-proof base.

4.99

714956



Porcelain Victorian Coach

A classical Victorian design in gleaming white porcelain with rich cobalt blue trim and accented with gold leaf. 7 1/2 inch long base.

7.99

715643



MUSICAL PORCELAIN OWL

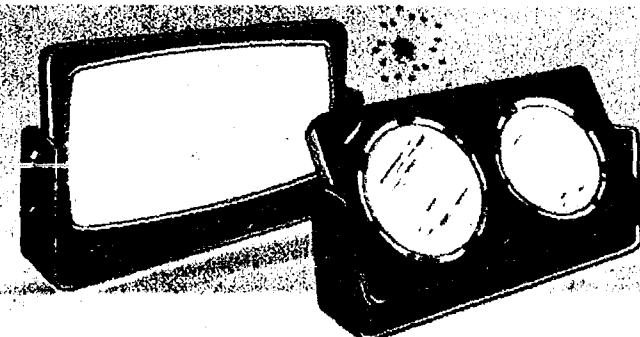


"Musical" Beauty Mirror WITH REVOLVING BUTTERFLY or SEA GULL

Wind-up musical mirror with your choice of colorful scenes on them. Special magnet under glass as music plays...letting the butterfly or seagull glide to the soft lilting melody.

5.99

710172

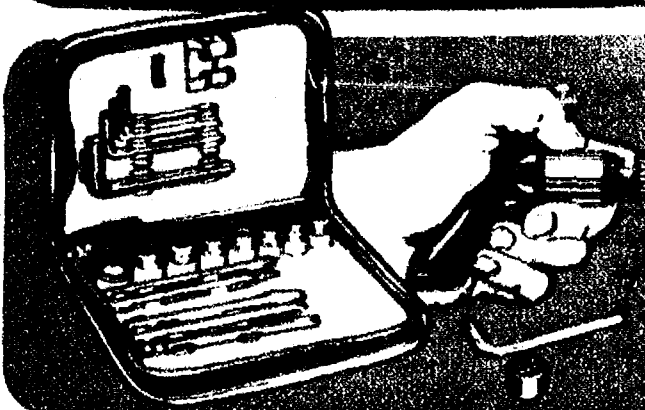


"3-Way" Make-up Mirror •REGULAR •2x MAGNIFY •3x MAGNIFY

3 different mirrors afford you the right view for every type of make up application or inserting contact lens. Tortoise shell plastic case. tilts to any viewing angle.

3.99

705092



SCREWDRIVER & SOCKET WRENCH SET

20 PIECES IN CASE

3.99



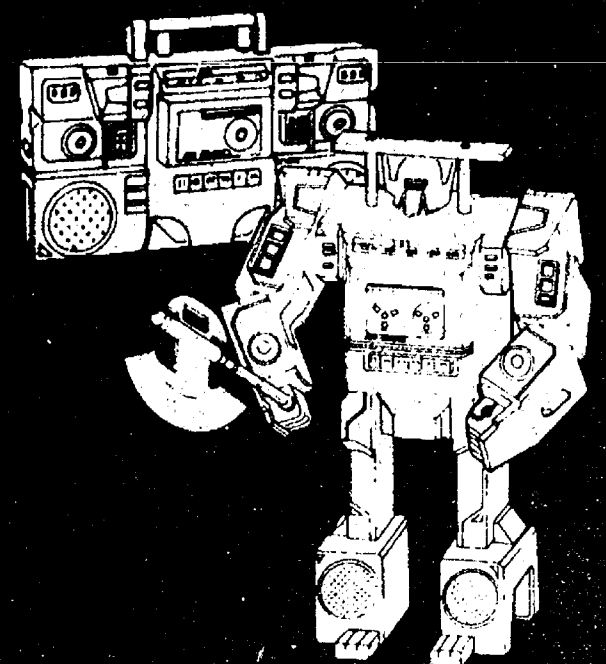
LARGE HUGGABLE
25" Stuffed Dolls
WITH LARGE WHISTLE

The Giant Love-ables! Polyester-rayon cloth dolls, stuffed with 100% cotton. Nylon feet. Rooted yarn hair. Soft plastic heads, hands. Assorted colors of clothing, hair.

1299
714957



TRANSFORMABLE
ROBOT
AM BAND
RADIO
999

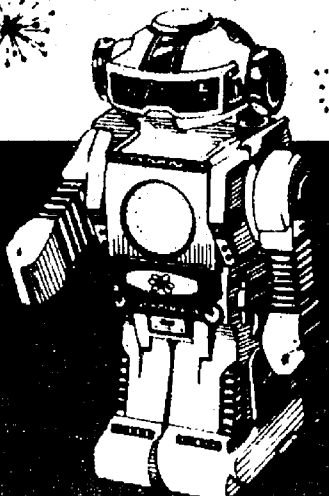


Doll House Furniture

Detailed miniatures. Choice of 6 pieces such as: table & chairs, cradle & baby chair, couch, rocker & stool, coat rack & floor mirror, wash basin rack.

199
715625

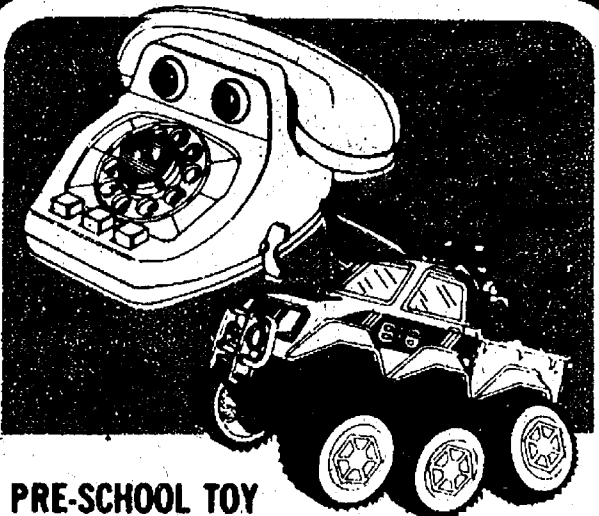
Your Choice



WALKIE-TALKIE SET
WITH MORSE CODE KEY

TALKING WALKING ROBOT
BATTERY OPERATED BUMP 'N GO ACTION

Your Choice **1299**



PRE-SCHOOL TOY
Wind-Up Kiddy Phone

Fun filled educational toy! Pushbuttons ring sound, moves eyes. Push nose for Beep-Beep sound. Dial for click-click sound. Built-in bank. Puzzle face & safety mirror in hand set.

BATTERY OPERATED OFF-ROAD STAR 6 Wheel Vehicle

The front, middle and rear wheels are independent of each other. This allows the vehicle to drive over rough terrain without stopping. Operates on 2 "AA" batteries, not included.

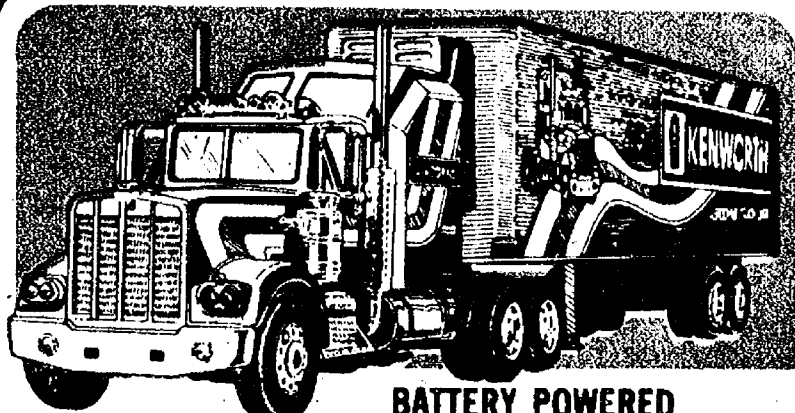
Your Choice **399** EACH



BATTERY POWERED OFF-ROAD RACER Bump 'N Go Truck

You can't stop this toy...it bumps into objects, turns & keeps on going! 14 inches long with siren sound and working top, tail and headlights. Uses 3 "C" batteries, not included.

999
715648



BATTERY POWERED REMOTE HIGHWAY HAULER
SUPER 18" LONG

Authentically detailed truck with detachable container, rear doors open. Full steering action with dual stick control... lets you drive forward, reverse, turn right or left. Operates on 2 "C" batteries, not included.

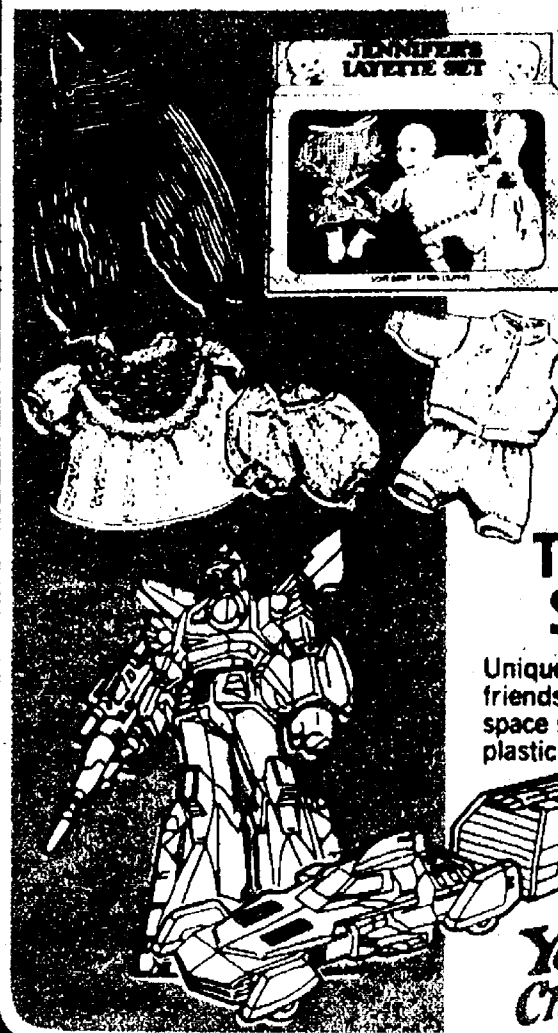
1299
714992



BATTERY OPERATED LAUGHING CLOWN

Press his belly and he laughs! Made of soft vinyl with rooted red hair, cotton costume. Operates on "C" battery, not included.

999



Jennifer's Layette Set

Soft baby doll with her own pacifier. Jennifer comes complete with extra outfits to dress her up.

Assorted Doll Clothes

Large assortment to fit 16" to 18" boy and girl dolls. Assorted styles such as: dresses, sleepers, jumpers, overalls play outfits & more.

Transformable Space Robot

Unique 2-in-1 space toy! Amaze your friends...Robot transforms into either a space ship or intergalactic cruiser. Sturdy plastic.

Your Choice **299** EACH

REMOTE CONTROL PUPPY DOG



599



Plush Baby Bear with Back Carrier

12" huggable bear in a zippered "piggy-back" carrier with adjustable shoulder straps. Choice of colors.

Mother and Baby Koala Bear

A huggable, loveable pair that will delight children of all ages. 9 inch mother Koala's velcro hands tenderly hold little 5 1/2" baby bear.

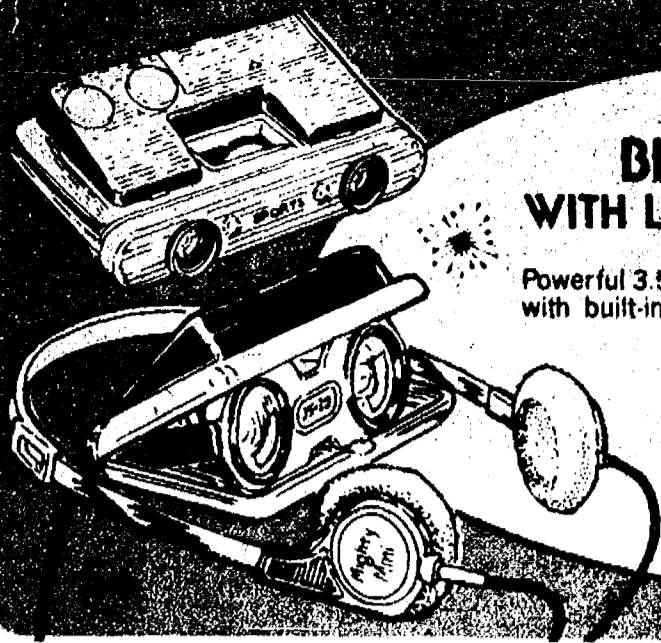
Musical TV Money Box

A great place for kids to keep their money safe. Wind-up the music box and watch the TV picture move.

711593

Your Choice

599 EACH



**COMBINATION FOLDING
BINOCULAR-RADIO
WITH LIGHTWEIGHT HEADPHONES**

Powerful 3.5 x 30mm binocular with built-in AM radio. Handy belt clip. Operates on one 'AA' battery, not included. Quality headphones with adjustable headband for comfort.

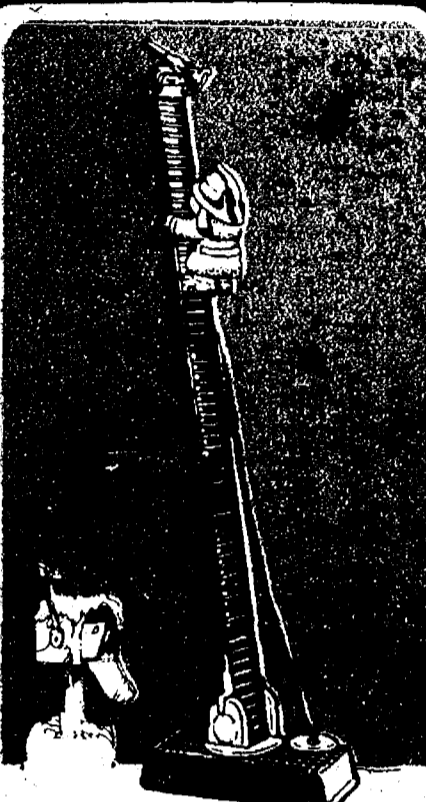
14 99
716311

**BATTERY POWERED SET "MIDNITE THUNDER"
REMOTE CONTROL TRANSPORT
WITH HELICOPTER
BUMP 'N GO ACTION**



SUPER 24-INCH LONG

16 99



**BATTERY POWERED ACTION
Remote Control
Fireman Set**

Watch the fireman climb up and down the 21 1/2" ladder, that swivels in any direction. Adjustable water gun atop ladder. Powered by 2 'AA' batteries, not included.

4 99
714983



**"Porcelain"
18-Inch Doll**

"Miss Michelle" is a charming collectable doll. Beautifully hand painted porcelain face, life-like hair, eyes open and close. Calico dress and bonnet in blue, brown or burgundy.

7 99
715629



**ADORABLE STOCKING STUFFER!
MINI-BABY DOLL
IN SANTA SUIT**

Cute and cuddly soft new born baby dressed for the holiday season. Comes with its very own bottle.

1 99
716130

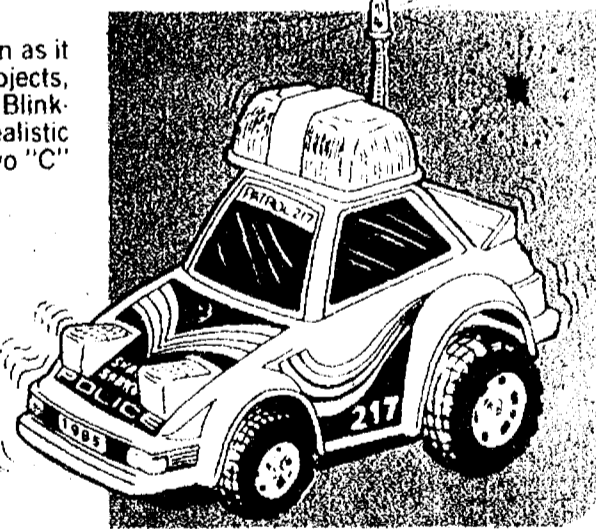
Vinyl Indoor Playhouse



9 99

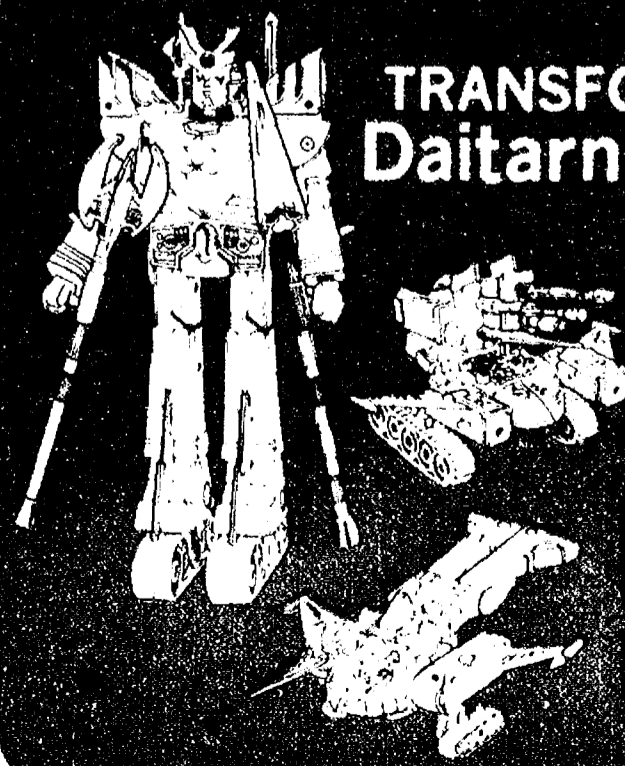
**BATTERY OPERATED BUMP 'N GO ACTION!
"SHAKY-SHAKY" POLICE CAR**

Watch it shake up and down as it moves along, bumps into objects, turns and keeps on going. Blinking top and head lights. Realistic siren sound. Powered by two "C" cell batteries, not included.



5 99
715627

**TRANSFORMABLE
Daitarn 3 Robot**



9 99



Harmonica

A quality musical instrument featuring 16 double holes for a full range of notes. Black or red-trimmed in elegant gold design. Case included.

**FUZZY PLAY FRIENDS!
Assorted Plush
Hand Puppets**

Kids will have fun creating their own puppet shows. 100% acrylic polyester creatures...select from 6 lovable animals such as ducks, frogs, monkey and crocodile.

2 99
EACH



**24" Necklace
with 6 Charms**

Children's colorful costume jewelry for their very own. Each charm is accompanied by a metal bell on its own removable necklace clip. Choice of colors.

**"Rainbow"
9.5" Cloth Doll**

Give them a "Rainbow Friend" this year! Soft arms, legs and body with rooted yarn hair. 3 great colors: forest green, sunshine yellow, hot red.

**Plush Lamb
with Sound**

A soft and loveable, 100% acrylic yarn lamb that children will treasure. Turn over and upright to hear realistic sheep sound. White with black, brown or burgundy accents.

**"Magnetic"
3-in-1 Game Set**

Great game set for travel...hours of fun in the car, train or airplane. Set contains 3 games — chess, checkers and backgammon

3 99
EACH



**PORCELAIN-REVOLVING
"Musical"
Holiday Figurine**

Hand painted with bisque finish. Little critters decorating tree plays "We Wish You A Merry Christmas." Santa at the chimney plays "Santa Claus is Coming to Town."

5.99
715646



"Musical" Train Set

It plays 3 Christmas melodies continuously as it chugs along the oval track. The "Santa Express" locomotive features twinkling light. Each of the 3 cars has boy with gift, drummer bear and toy soldier on top. 8 feet of track. Operates on two "AA" batteries, not included.

9.99
716309



**BATTERY OPERATED
Lighted "Trio" Decoration
ANGELS OR CHOIR BOYS**

A lovely holiday greeting for fireplace mantel, window, table or in a centerpiece. Twinkling lights. Operates on 4 "AA" batteries, not included.

2.99
711649



3-Pack Hanging Wood Christmas Ornaments
20 GREAT DESIGNS IN 9 DIFFERENT PACKS

Hand painted miniature, old fashioned tree ornaments. Ideal for tree, wreaths & gift packages.

1.99
716338
PACK



Glass Bell Tree Ornament

Crystal clear glass bells with Santa, Xmas tree, snowman, stocking, bell or strawberry inside.

99¢
ea.



Assorted Ornaments

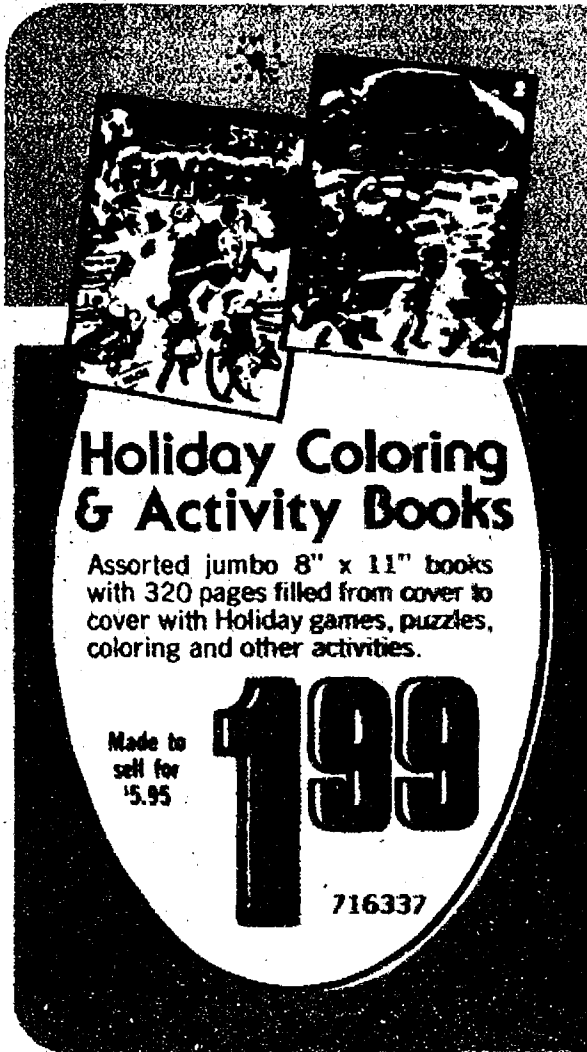
STAINED GLASS style ornaments for tree or window with suction cup, 6 designs. ETCHED BRASS...shiny creations for the tree, choice of design. ANTIQUE STYLE... 6 hand decorated designs to select from.

99¢
ea.
716339



10 Mini Light Candelier

3.99



Holiday Coloring & Activity Books

Assorted jumbo 8" x 11" books with 320 pages filled from cover to cover with Holiday games, puzzles, coloring and other activities.

Made to sell for \$5.95
1.99
716337



Extra Strong Shopping Bag

2.99



Glass Dome Candle Holder

Add a soft glow to the Holiday Season! Decorated ceramic holder, available in 3 designs. Complete with candle.

1.99
714959



5-Qt. Plastic Holiday Pail

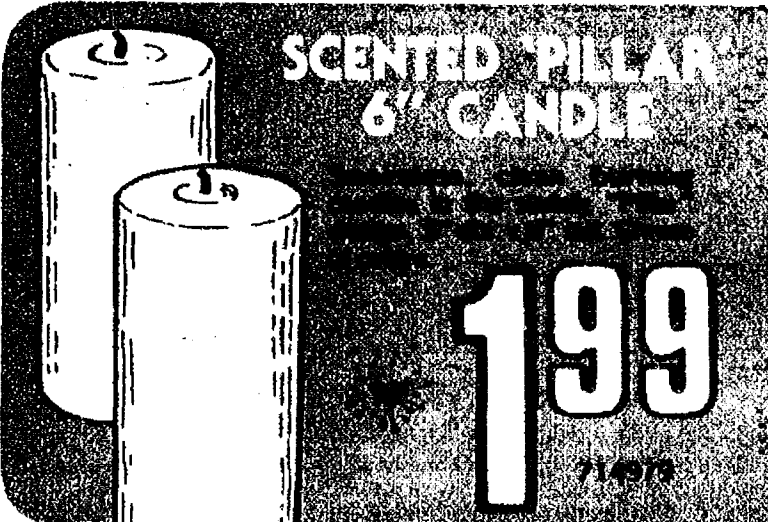
99¢



COLORFUL 52" x 70" Holiday Table Cloth

Add a festive touch to the season! Flannel backed vinyl tablecloth won't crack or peel. Choice of Holiday designs.

2.99
706508



SCENTED PILLAR 6" CANDLE

1.99
714979



SPRAY SNOW

Effectively adds a festive touch to Christmas trees, wreaths, evergreen boughs. Highlights windows and mirrors.

13 oz. AEROSOL CAN
99¢
706492



EXTRA LONG GARLAND

Lustrous, sparkling gold or silver tinsel. Full 3 strands, 4-ply design. 100 ft. long.

2.99
711370

BIG SAVINGS ON LIGHT SETS!



Indoor-Outdoor 35 Light Set

Midget base light set. Light-up the Holidays indoors and out. U.L. listed

1.99
713650



Indoor-Outdoor 50 Light Set

2.99
REPLACEMENT 5-PACK BULBS **49¢**



END-TO-END Indoor 50 Mini Light Set

ADD-ON PLUG AT BOTH ENDS OF 24-FT. CORD

4.99
707605

11-Mini Light 'Star' Tree Top

Add real sparkle to the top of your tree! If one bulb burns out, the rest remain lit. Extra bulbs included. U.L. listed.

2.99
701804

9-Ft. 3 Outlet Extension Cord

Polarized—for indoor use only. Saf-T-Cap to protect kids from accidental shock. Heavy duty insulated cord. White or brown. U.L. listed.

2.99
708180



"Serenity" Prayer Plaque

7" x 10 1/4" folding plaque in beautiful stained glass design. Display it on wall, desk, end table or mantle.

1.99
713585



16-inch Plush Red Stocking

99¢

4.5 INCH PLUSH STOCKING **39¢**



Porcelain Dinner Bells

Choice of 4 designs: Dove with Holly Leaves, Santa, Santa with Grandma, Double Doves with Holly.

1.99
711808



LUSH and HEAVY 12-FT GARLAND

Decorate with this beautiful garland. Perfect for indoor and outdoor use. Flame resistant. Choice of green or white.

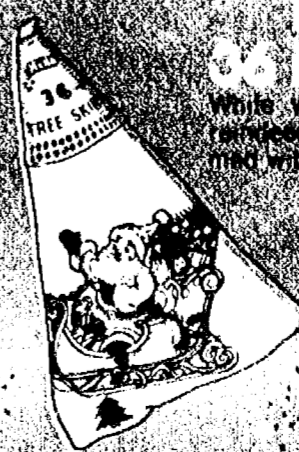
1.79
710024



1000 STRANDS 18 inch TREE ICICLES

Flameproof, lightweight, contains no lead. Will not tangle. The finishing touch to trees.

3 FOR 1.00
711366



White with full color Santa, sleigh and reindeer decorations. Soft and fluffy. Trimmed with green trees.

2.99
707541

"Wrap-It-Up" Specials

30" Jumbo Roll Paper or Foil

Heavy weight paper in 60 square ft. roll of traditional and holiday flair designs. Shiny foil 20 sq. ft. roll, choice of prints or solids.

Your Choice **1.99**
716484
716485
716360

36 inch GIANT PAPER KID'S OR TRADITIONAL DESIGN

2.99

THE FINAL TOUCH TO GIFT WRAPPING 40 Enclosure Cards

Assortment pack of many colorful designs to top off your Christmas gift wrapping.

28-COUNT STICK-ONS

Instant Gift Bows

No fuss...perfect ready-made bows. Just peel self-sticking backs and adhere to gifts. Assorted colors.

Your Choice **59¢** EA.
714722
712921

BUY TWO ROLLS...TRY ONE "FREE" 3-PACK SCOTCH TAPE

- BUY TWO 1/2" x 500" TRANSPARENT ROLLS
- GET A FREE 1/2" x 250" SCOTCH MAGIC TAPE



ALL FOR ONLY

1.00
713773

HOLIDAY FOLD-OUT GIFT BOXES

- 4 LINGERIE/BLOUSE
- 3 SHIRT/SWEATER

Heavy duty cardboard in many Holiday designs and colors, plus plain white also. No extra wrapping needed...just add a bow!

Your Choice **99¢**
714771-72
716361-62

CLIP 'N SAVE HOLIDAY COUPON

Planter's Mixed Nut Sale



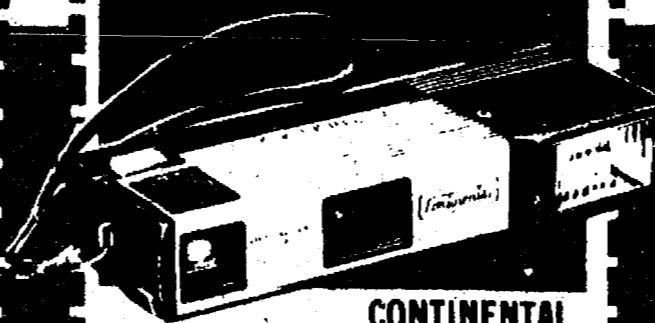
- 20% MORE BONUS CAN 14.5 oz. SALTED MIX
- HONEY ROAST 12 oz. CASHEW & PEANUTS
- UNSALTED MIXED 12 oz. CAN

Your Choice **279**

Price Without Coupon \$3.19 712985-86 716166

Limit 2 Cans with this coupon

CLIP 'N SAVE HOLIDAY COUPON



CONTINENTAL 110 Pocket Camera WITH BUILT-IN Electronic Flash

Up to 200 flashes on just one set of 2 'AA' batteries (not included). Ready light with only 8 second recycle time. Uses all 110 instant load film cartridges. Sharp, prefocused lens...just aim & shoot.

Price Without Coupon \$12.99

WITH THIS COUPON... 9.99 LESS MAIL-IN MFR. REBATE -2.00

Expires 12-31-85 ACTUAL COST AFTER MAIL-IN REBATE **799**

707256 Limit 1 Camera with this coupon

CLIP 'N SAVE HOLIDAY COUPON



SNOOZE-ALARM AM-FM Digital Clock Radio

Large L.E.D. display. Set-and-forget alarm with memory and automatic shutoff. Wake up & sleep time display. Top mounted controls for setting time and alarm. 3" dynamic speaker.

Price Without Coupon \$14.99

Limit 1 Clock Radio with this coupon

1299 710182

HOLIDAY COUPON VALUE

12-Pack Candy Canes

6-OZ. BOX **67¢**

Price Without Coupon 99¢ 716259

18 Count Mini Canes

69¢

Limit 2 of Each with this coupon

CLIP 'N SAVE HOLIDAY COUPON

BUY 3-GET 1 FREE!



INDIVIDUALLY WRAPPED PIECES RICH CHOCOLATE "ANDES" CANDIES

- MINT PARFAIT-6 oz.
- CREME DE MENTHE-6 oz.
- PEANUT PARFAIT-5 1/4 oz.
- TING-A-LING-6 oz.
- CHOCOLATE PETITES-6 oz.

Price Without Coupon \$1.29 **100**

708643-44 709912 711349 714683

Your Choice Limit 3 Boxes with this coupon

HOLIDAY COUPON VALUE

Large 1 oz. Candy Canes

ORIGINAL OR RAINBOW **5 for 1**

Price Without Coupon 4 for \$1.00 716257-58

Giant 5 oz. Darber Poles

2 for 100

Limit 5-1 oz. Canes & 2-5 oz. Canes with this coupon

HOLIDAY COUPON

CHOCOLATE CANDY-EACH FOIL WRAPPED

Hershey Kisses-16 oz.

Price Without Coupon \$2.69 **239**

714642 Limit 2 Bags with this coupon

HOLIDAY COUPON

FOIL-WRAPPED SOLID MILK CHOCOLATE

Giant Hershey Kiss

Price Without Coupon \$2.99 **259**

709991 Limit 2 Boxes with this coupon

HOLIDAY COUPON

Knott's Berry Farm 8 oz. Preserves

Assorted Flavors **67¢**

Price Without Coupon 89¢ 716241

Limit 3 Jars with this coupon

HOLIDAY COUPON

CHRISTOPHER'S 6-OZ. Irish Cream Mints

Price Without Coupon \$1.29 **100**

716164 Limit 2 Boxes with this coupon

HOLIDAY COUPON



FAMOUS DANE-16 OZ. Imported Butter Cookies

Price Without Coupon \$1.99

139 712981

Limit 2 Cans with this coupon

HOLIDAY COUPON



Milk Chocolate Flavored Balls or Bells 8 oz. Candy

Price Without Coupon 99¢

79¢ 714621-22

Limit 2 Bags with this coupon

HOLIDAY COUPON



WHOLE COOKED Swift 1-Pound Canned Ham

Price Without Coupon \$2.79

199 714631

Limit 2 Cans with this coupon

HOLIDAY COUPON



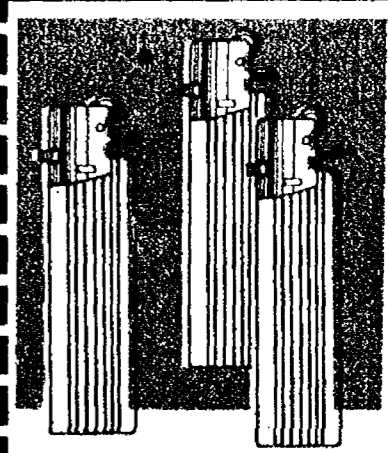
POLAR DRAGON BRAND 6 oz. White Crab Meat

Price Without Coupon \$1.79

139 712870

Limit 2 Cans with this coupon

HOLIDAY COUPON



SLIM-LINE BUTANE Disposable Lighters

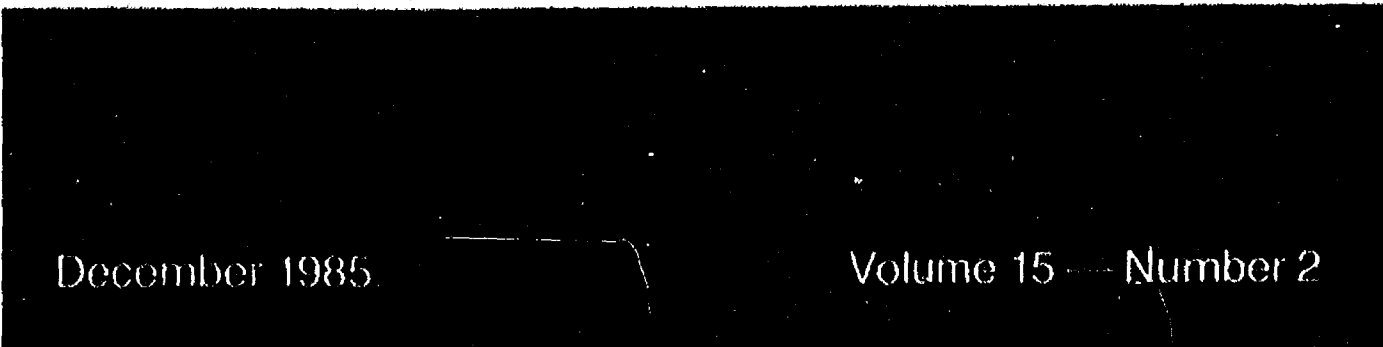
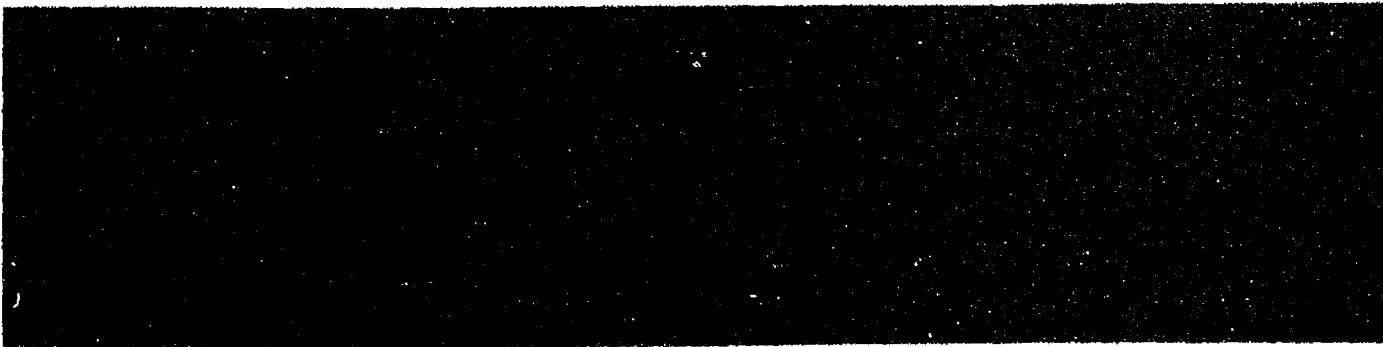
Price Without Coupon 39¢ ea.

4 for 1 704222

Limit 4 with this coupon

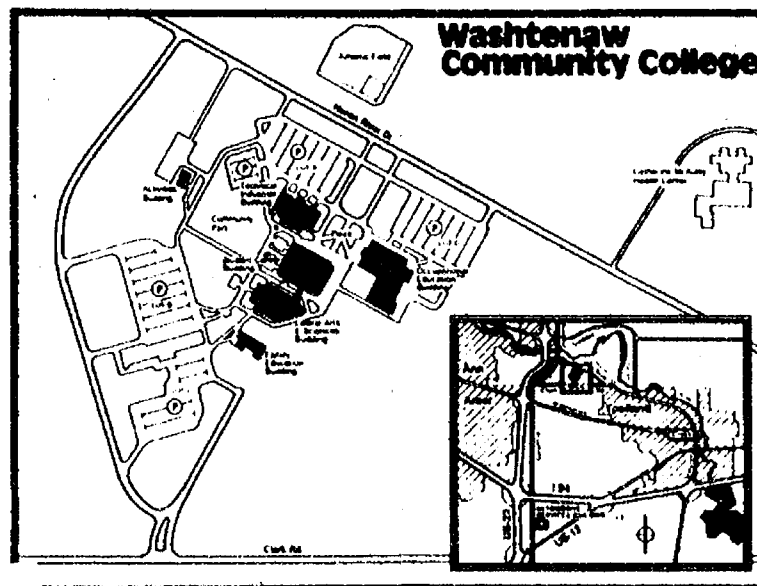
WASHTENAW COMMUNITY COLLEGE

1985-86 Winter Time Schedule



WASHTENAW COMMUNITY COLLEGE TELEPHONE ASSISTANCE

Switchboard (General Information)	(313) 973-3300
Admissions (Enrollment Services)	973-3543
Adult Resource Center	973-3528
Automotive Center	434-1555
Bookstore (Ulrich's)	973-3594
Career Development Center	973-3558
Children's Center	973-3538
Continuing Education Services	973-3493
Counseling Center	973-3464
Emeritus Program	973-3526
Extension / Evening / Weekend Programs	973-3408
Financial Aids Office (Enrollment Services)	973-3524
General Information	973-3300
Information Center (College Events, Resources)	973-3622
Learning Resource Center (Library)	973-3429
Office of Cooperative Education	973-3656
Registration	973-3548
Registration Information Tape (Daily Hours and General Information)	973-3650
Technical Job Training Programs (Apprenticeship and Trade Related Programs)	973-3533
Telecourse Hotline	973-3671
Telephone Registration	973-3100
Veterans' Counseling	973-3481



The Washtenaw Community College Bulletin (USPS 897-820) is issued four times a year in April, August, October and December by Washtenaw Community College, Ann Arbor, Michigan 48106. Second Class postage paid at Ann Arbor, Michigan. POSTMASTER: Send Form 3579 to Washtenaw Community College, P.O. Box D-1, Ann Arbor, Michigan 48106.



Gunder A. Myran, Washtenaw Community College President

A NOTE FROM THE PRESIDENT

November 1985

This schedule bulletin provides us with an opportunity to share information about the College with you. We feel that Washtenaw Community College is *your* college, and we want to keep you informed. If you plan to attend classes here in the fall term, the bulletin is your guide to planning your program. If you are not planning to attend, we invite you to read the bulletin as a means of learning more about the offerings of the College.

Our faculty, staff and the citizens who support us have built a tradition of excellence which will be our foundation as we move into the future. Our hallmark has become a caring concern about each student who comes to us, regardless of educational background, experience, or age. We invite you to join us, whether for one class or a full program.

Gunder A. Myran
President
Washtenaw Community College

BOARD OF TRUSTEES

Richard W. Bailey Chair
Vanzetti M. Hamilton Vice Chair
James W. Anderson, Jr. Secretary
John Corey Treasurer
Marcia D. Harrison Trustee
Susan Madley Trustee
Anthony J. Procassini Trustee

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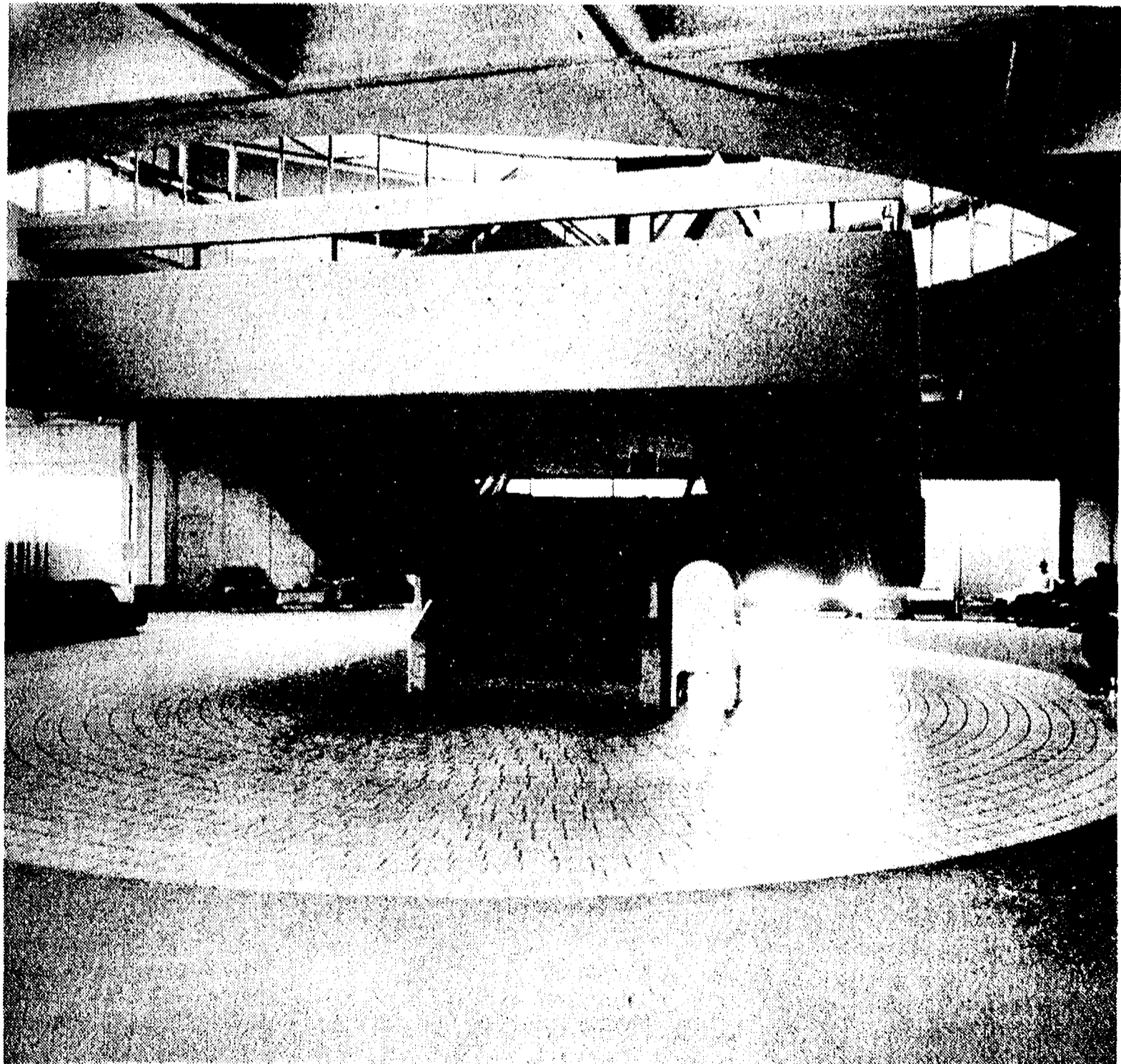
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WELCOME TO THE WINTER SEMESTER, 1985 AT WASHTENAW COMMUNITY COLLEGE

Washtenaw Community College, set up in 1965 to serve the residents of Washtenaw County, is located near the Huron River between Ann Arbor and Ypsilanti. Nearly 8,000 students a semester, representing many different age groups, educational backgrounds and career goals attend the College, taking advantage of the wide range of course offerings. Washtenaw Community College has been accredited by the North Central Association and enjoys a reputation as an outstanding college committed to helping its students reach career and life goals through quality education.

HOW TO USE THIS TIME SCHEDULE

Courses at Washtenaw Community College are offered in two major areas: credit and credit-free. The first section of this time schedule is concerned with credit work—admissions, instruction, registration. The second part, beginning on page 74, is concerned with credit-free work offered by the Continuing Education Services. A third section details special services available to students and the community by the College.



REGISTRATION CALENDAR—WINTER SEMESTER 1985-86

No on-campus registration December 2-6

DECEMBER 1985

Continuing students are those students who attended Fall 1985

2	3	4	5	6
8:30am-8:00pm PHONE Registration Continuing Students only	8:30am-8:pm PHONE Registration Continuing Students only	8:30am-8:00pm PHONE Registration Continuing Students only	8:30am-8:pm PHONE Registration Continuing Students only	8:30am-4:00pm PHONE Registration Continuing Students only

Registration for all students begins December 16

16	17	18	19	20
7:00am-Permits issued Registration 8:30am-8:00pm All students Permits required today only	Registration 8:30am-8:00pm All Students	Registration 8:30am-8:00pm All Students	Registration 8:30am-8:00pm All Students	Registration 8:30am-4:00pm All Students
23	24	<p>Christmas Break — Registration Resumes Jan. 2, 1986</p>		
Registration 8:30am-4:00pm All Students	Registration 8:30am-4:00pm All Students			

JANUARY 1986

			2	3
			Registration 8:30am-8:00pm	Registration 8:30am-4:00pm
6	7	8	9	10
Late Registration Drop/Add period 8:30am-8:00pm Classes begin	Late Registration Drop/Add period 8:30am-8:00pm	Late Registration Drop/Add period 8:30am-8:00pm	Late Registration Drop/Add period 8:30am-8:00pm	Late Registration Drop/Add period 8:30am-4:00pm Last day for 100% refund

BE SURE TO READ IMPORTANT INFORMATION ABOUT

- PERMITS on Page 9
- PHONE REGISTRATION on Page 10
- DROP AND ADD on Page 11
- REFUNDS on Page 10
- LATE REGISTRATION on Page 11
- EXTENSION CENTER REGISTRATION on Page 84
- BRIGHTON AREA CENTER REGISTRATION on Page 80
- BOOKSTORE POLICY ON PAGE 79

COLLEGE CALENDAR

Jan. 6, 1986	Classes begin (Winter '86)
Feb. 26, 1986	Classes break
Mar. 4, 1986	Classes resume
Mar. 28, 1986	Good Friday holiday
April 14, 1986	Last day to drop
April 25, 1986	Classes end
April 28, 1986	12:00 noon, grades due

ADMISSIONS (FOR CREDIT STUDY)

Washtenaw Community College is open to all individuals who can benefit from the College's instructional and service programs. The focus is on the individual's career and life goals rather than on his or her previous educational background. The College seeks to create an admissions assistance process where those interested in attending the College can learn about College programs and assess their own academic, career and life goals. This service is available without charge, and the individual is then free to decide whether College programs are available which match these goals.

Admissions Criteria:

Any person who has graduated from high school or passed the GED examination may be admitted. Persons 18 years of age or older who are not high school graduates may be admitted to specific classes, but are encouraged to visit with a counselor before enrolling. Persons under 18 years of age who have passed the GED examination may be admitted with the recommendation of their high school principal. Any person, regardless of experience or educational background, is encouraged to visit with a counselor to learn about services the College can provide. Applications for admissions can be made any time during the year and throughout the registration period. Allied Health Program applicants are encouraged to apply in their junior year of high school or one year in advance of anticipated acceptance in the program.

Admissions Priorities:

All potential students, regardless of residence, are invited to apply. In those few cases where enrollment in a particular program is limited, the following priorities will apply:

- Priority 1: Legal residents of the Washtenaw Community College district
- Priority 2: Legal residents of counties adjacent to Washtenaw County without a community college
- Priority 3: Legal residents of all counties of the State of Michigan other than those included in Priority 2
- Priority 4: Persons whose legal residence is outside the State of Michigan
- Priority 5: Persons whose official residence is a foreign country.

Application is considered complete when the application form is received by the College and the \$10.00 application fee has been paid. This fee is non-refundable and paid only once, no matter how many times one enrolls in classes at the College in the future. This enables a student to take any course or program at the College with the exception of some programs in the Allied Health Occupations which have special admissions requirements. Information on these requirements is available by calling the College Admissions Office (313)973-3596.

The procedure for applying for admission is simply to fill out the application blank in the back of this booklet or contact the Admissions Office by telephone (313)973-3543 for an application blank or to come in person to the Office on the second floor of the Student Center Building. Fill out the application and return with the \$10 fee.

Fees:

Tuition is \$29.00 per credit hour for in-district residents; \$46.00 per credit hour for out-of-county residents; \$60.00 per credit hour for out-of-state/country residents.

Throughout the year many non-credit workshops and programs which run from several hours to a semester in length are offered. Tuition for these courses is determined by the subject content and the length of the course. See page 74 for this listing.

Other fees are the \$10.00 application fee for new students only and, for those who register after the regular registration period, a \$5.00 late registration fee. Both are non-refundable. A \$10.00 processing fee is charged to students who have registered but who withdraw completely from the College prior to the first day of school.

Tuition is \$36.00 per credit hour for Livingston County residents attending the Brighton Area Center.

The College reserves the right to change tuition and fees without advanced notice.

Tuition Assessment

CREDITS	IN-DISTRICT	OUT-DISTRICT	OUT-STATE/COUNTRY
1	\$ 29.00	\$ 46.00	\$ 60.00
2	58.00	92.00	120.00
3	87.00	138.00	180.00
4	116.00	184.00	240.00
5	145.00	230.00	300.00
6	174.00	276.00	360.00
7	203.00	322.00	420.00
8	232.00	368.00	480.00
9	261.00	414.00	540.00
10	290.00	460.00	600.00
11	319.00	506.00	660.00
12	348.00	552.00	720.00
13	377.00	598.00	780.00
14	406.00	644.00	840.00
15	435.00	690.00	900.00
16	464.00	736.00	960.00
17	493.00	782.00	1,020.00
18	522.00	828.00	1,080.00
19	551.00	874.00	1,140.00
20	580.00	920.00	1,200.00

NOTE: MasterCard and VISA will be accepted during the registration period for current tuition assessment.

Readmission:

Former students who were not registered for classes at Washtenaw Community College for one (1) full semester (Spring and Summer session excluded) must reactivate their files at the Admissions Office by filling out a re-enrollment form. Fill out the application and return to the Admissions Office. Any student reactivating his or her file is encouraged to see a counselor or advisor prior to registering for classes.

Residency Policy:

Students enrolling at Washtenaw Community College shall be classified in-district, out-district, or out-of-state for purposes of administering tuition charges.

CLASSIFICATION OF RESIDENCY:

The following regulations are set forth as the major points which govern the determining of residency status:

In-District Students are

- Independent applicants who have resided in
- Applicants who live *with* and whose spouse has resided in

- Applicants who live *with* and are dependent on parents or a legal guardian who has resided in the WCC District for a minimum of
 - 60 days as a non-student immediately prior to enrollment if previous residency was within Michigan
 - 6 months as a non-student immediately prior to enrollment if previous residency was outside of Michigan.

Out-District Students are applicants who do not meet the requirements of an in-district student, but who are legal residents of the State of Michigan for at least six months.

Out-of-State Students are applicants who do not meet the requirements for an in-district or an out-district resident.

Out-of-Country Students are applicants who are on a visa or whose permanent address is out of the country. Out-of-country students are assessed out-of-state tuition.

ASPECTS OF RESIDENCY:

Students living out of the county who are employed full time by an in-district company for 30 days prior to enrollment may pay in-district tuition rates at the time of registration providing they have appropriate documentation at the beginning of each semester. **APPROPRIATE FORMS ARE AVAILABLE IN THE ADMISSIONS OFFICE.**

Further information about residency is available from the Admissions Office.

CHANGE IN OUT-DISTRICT or OUT-OF-STATE CLASSIFICATION:

Students who feel they are entitled to in-district or out-district residency classifications may petition the Admissions Officer, stating their reasons, with supporting documents, why their residency classifications should be changed. Any residency change after the eighth day of classes becomes effective the following semester.

High School Students:

High school juniors and seniors may take classes for college credit or for units to be counted toward the high school diploma.

High school students enrolled under this program must be assigned to and work consistently with a Washtenaw Community College counselor. Students will be allowed to enroll for a maximum of six (6) credit hours. Application for admission must be initiated through the high school, signed by the high school principal, and forwarded to the Washtenaw Community College Admissions Office.

It is the intent of Washtenaw Community College to permit College district high school seniors and juniors to take courses at the College as an enrichment to their high school program through the financial sponsorship of the school district. Such arrangements shall be initiated by the individual school district.

New Student Orientation Sessions:

WCC wants students to get the most out of their education. A good start is very important if a student is to succeed. For this reason, the registration procedure for new students includes an orientation. The orientation is planned to assist students in selecting and scheduling their courses for the coming semester.

At the orientation sessions, students will participate in basic skills (language, reading, math) assessment followed by placement recommendations. Students will also be given information about College programs and services, how to select courses, how to register, and will be provided a tour of the campus. Counselors will be available at orientation to help students select programs and courses, and approve schedules. New students will be *required* to attend an orientation *before* registering for classes. **PLEASE NOTE THAT ATTENDANCE AT THE ORIENTATIONS IS BY APPOINTMENT ONLY.** Call 973-3463 to sign up for the session most convenient for you.

Exemption Categories

Please be advised that meeting the following criteria relates to being exempted from New Student Orientation only. Exempted students must still follow the established procedures, dates and times for seeing a counselor, being admitted and registering for classes.

1. Non-degree seeking students taking only non-credit classes or credit activity classes (dance, racquetball, yoga, etc.).
2. Emeritus students.
3. Students officially admitted to a health occupation program (nursing, dental assisting, respiratory therapy, or radiologic technology).
4. Apprenticeship and Trade Related Instruction students (apprenticeship training, pre-apprenticeship training).
5. Students taking classes at WCC Extension Centers only: Ann Arbor 'Y,' Briarwood Mall, Brighton Area Center, Chelsea High School, Dexter High School, Saline High School, Ypsilanti Center.
6. Students with college experience who are not seeking a degree; bring verification of previous college experience.
7. Guest students from other colleges (use Guest-Student application obtained from and approved by college personnel at your institution).
8. Persons who can verify attendance at a previous semester's orientation at WCC (attended orientation, but did not register that term).
9. Handicapped students (persons who because of a physical handicap cannot access the room where orientation is being held).
10. WCC staff.

Exemption Procedures

1. Fill out Registration Card completely: make sure prerequisites and/or co-requisites are met; see course descriptions.
 - Officially admitted Health Occupation program students, see your program advisor (Occupational Education Building, Room 102) for signed approval of your Registration card.
 - Apprenticeship/Pre-Apprenticeship Training and Trade Related Instruction students, see staff in the Technical and Industrial Building, Room 115 for signed approval of your Registration card.
2. Fill out the application for admission on page 91 of this time schedule.
3. See a counselor at Orientation to verify exemption status, obtain approval of exemption; get Registration card (schedule) approved.
4. Proceed to the Walk-In Admissions/Registration Area located in Student Center Building, Second Floor:
 - Submit application for admission at the Walk-In Admissions Area
 - Then, proceed to the Registration Area to get registered for classes.

Orientation Schedule

Orientation sessions will be held at the following times:

Saturday, Dec. 14	9:00 a.m.-12:30 p.m.
Monday, Dec. 16	8:00-11:30 a.m. 12:00 noon-3:30 p.m. 4:00- 7:30 p.m.
Tuesday, Dec. 17	8:00-11:30 a.m. 12:00 noon-3:30 p.m. 4:00- 7:30 p.m.
Wednesday, Dec. 18	8:00-11:30 a.m. 12:00 noon-3:30 p.m. 4:00- 7:30 p.m.

Thursday, Dec. 19	8:00-11:30 a.m. 12:00 noon-3:30 p.m. 4:00- 7:30 p.m.
Friday, Dec. 20	8:00-11:30 a.m. 12:00 noon-3:30 p.m.
Monday, Dec. 23	12:00 noon-3:30 p.m.
Tuesday, Dec. 24	8:00-11:30 a.m.
Christmas Break	
Thursday, Jan. 2	8:00-11:30 a.m. 12:00 noon-3:30 p.m. 4:00- 7:30 p.m.
Friday, Jan. 3	8:00-11:30 a.m. 12:00 noon-3:30 p.m.
Late Registration	
Monday, Jan. 6	8:00-11:30 a.m. 12:00 noon-3:30 p.m. 4:00- 7:30 p.m.
Tuesday, Jan. 7	8:00-11:30 a.m. 12:00 noon-3:30 p.m. 4:00- 7:30 p.m.
Wednesday, Jan. 8	8:00-11:30 a.m. 12:00 noon-3:30 p.m. 4:00- 7:30 p.m.
Thursday, Jan. 9	8:00-11:30 a.m. 12:00 noon-3:30 p.m. 4:00- 7:30 p.m.
Friday, Jan. 10	8:00-11:30 a.m. 12:00 noon-3:30 p.m.

Please be prompt. Once a session has begun, no other students will be admitted. Signs will be posted on campus indicating location of all sessions.

If you have additional questions, please contact the Counseling Center at 973-3464.



INSTRUCTIONS FOR CREDIT-CLASS REGISTRATION

PERMITS TO REGISTER

A Permit to Register will give the student a specific day and time to register. The permit is good only at that time and if the student cannot register at the specified time a new one must be obtained through the Registration Office. A limited number of permits are available and no student will be allowed to register without one during the required dates. Permits will be required on Monday, December 16 **only**. ONE PERMIT per student will be issued at the East Entrance to the Student Center Building beginning at 7:00 a.m. on Monday, December 16.

REGISTRATION INSTRUCTIONS

1. Please obtain a Permit to Register from the Registration Office on required days.
2. Please bring a ballpoint pen to complete forms.
3. Check the Schedule posted in the registration area for cancelled, closed, added classes and changes after the schedule was printed.
4. Have your Registration Form filled out with your counselor or advisor's signature. Students will be responsible for classes taken without a counselor or advisor's signature.
5. Present your Permit to Register and Registration Form at Station I in the registration area during dates required.
6. Students must pay tuition in full at registration unless requiring financial aid (Deferred Loans, BEOG/PELL, Company-to-pay, Emeritus, etc.). Those students will be directed to Financial Aid, then to the cashier financial aid window.

DEFERRED TUITION LOANS are available for certain students who meet the eligibility requirements established by the College. Loans are available to students only if they enroll for six credit hours or more. The down payment for In-District students will be \$86.00 plus a \$4.00 non-refundable processing fee. After the semester starts, students will be required to make a down payment of 60% of their semester tuition. For Out-District students a 60% down payment plus a \$4.00 non-refundable processing fee is required. Repayment of the loan is required by the fourth week of a semester. For further details concerning eligibility needs, students should contact the Financial Aid Office, located in Room 221, Student Center Building or call 973-3523.

7. After payment, you will receive a validated ID Card and a copy of your schedule at Station 5 which will complete your registration.

PLEASE NOTE:

REGISTRATION IS NOT COMPLETE UNTIL ALL CARDS
ARE TURNED IN AT THE STATION **AFTER** THE CASHIER.

8. Any veteran receiving benefits must be certified each semester and should report to Room 227A of the Student Center Building after registering. (Please refer to "Veteran Certification" for details.)
9. Allow at least two (2) hours depending on individual needs for assistance and number of people registering, advising, financial aid, and registration.

Registration Holds:

Students may be withheld from registering if they have failed to meet their financial responsibilities to the College or for disciplinary reasons. Any hold must be cleared with the office issuing the hold.

Telephone Registration: (Reserved for continuing students only.)

TO FACILITATE YOUR REGISTRATION, FIRST PLEASE READ THIS ENTIRE SECTION, THEN CALL THE APPROPRIATE NUMBER. If your tuition is to be billed to your employer, or a local industry, you must bring a billing authorization from your employer to complete your registration.

973-3100—all continuing students (students taking more than 12 hours will be asked to verify seeing a counselor or advisor)

973-3533—industrial apprentices and trainees

Telephone Registration Hours

Monday, December 2	8:30 a.m.-8:00 p.m.
Tuesday, December 3	8:30 a.m.-8:00 p.m.
Wednesday, December 4	8:30 a.m.-8:00 p.m.
Thursday, December 5	8:30 a.m.-8:00 p.m.
Friday, December 6	8:30 a.m.-4:00 p.m.

1. Have your social security number ready.
2. Have the correct course, department number, title, days and hours ready.
3. Make sure that you have completed any prerequisites required by the class for which you are registering.
4. The operator will tell you how much your tuition will be for classes you select.
5. Your payment is due, in full, **within five (5) calendar days** after you phone register or your classes will be cancelled. Payment may be made in person during registration hours or by mail. If you mail in your payment, it must be received in the registration office **within five (5) calendar days**. Checks or money orders must be made payable to Washtenaw Community College in the exact amount due. Place your full name and social security number on the face of the check.
6. A copy of your schedule and a validated identification card will be sent to you upon receipt of your payment.
7. Cashier hours are: December 2-6, 8:30 a.m.-4:00 p.m. (open noon hours)
December 9-13, 8:30 a.m.-4:00 p.m. (open noon hours)
December 5, 9 and 11, evening hours 6:00-8:00 p.m.

Refunds:

All refunds are calculated based on total tuition assessed and **must be initiated by the student**, including refunds for cancelled classes and all residency changes. In the case of an official withdrawal during the 100% refund period, a \$10.00 processing fee will be charged.

REFUND DEADLINES

Refund	
100%	Jan. 10
75%	Jan. 17
50%	Jan. 31

NOTE: Students dropping and adding after the official drop/add period (100% refund) must pay the difference if they wish to drop and add classes.

Example: 4 credit drop 75% = \$ 87.00
4 credit add = 116.00
Student pays \$ 29.00

Exceptions to this are cancelled classes, or instructors shifting student to higher or lower levels of classes (i.e. Mathematics, English, Reading).

Late Registration:

Late registration will be held the first five (5) days of the semester. Hours are extended to 8:00 p.m. January 6 through 9. A \$5 late fee is assessed.

Adds and Section Changes:

A student may add a class or complete a section change beginning the first day of the semester. No adds or section changes will be accepted before that time. All adds and section changes must be filled out and have the instructor's signature before registering. An add is not complete until all fees are paid and all materials for adds and section changes must be turned into the final station.

Drops:

A student may drop a class any time before the beginning of the semester and during the regular registration period. Drops may also be processed beginning the first week of the semester and are subject to the refund policy. A student is not officially dropped from the class until the drop card is accepted in the Registrar's office.

Withdrawals:

A student finding it necessary to withdraw from the College during the semester must initiate the withdrawal procedure in the Counseling Office. A student who leaves the College during the semester without obtaining an official withdrawal may be reported as having failed all courses. The withdrawal procedure will not take place automatically for the student who leaves the campus because of illness, of either one's self or family member, but must be initiated by writing the Registrar's Office.

Graduation:

Students planning to graduate in April-June 1986, should apply for graduation registration in Room 227 (Counseling Area) of the Student Center Building. Cap and gown measurements for students planning to attend the June 1986 graduation exercises will be taken in Room 227 (Counseling Area) of the Student Center Building. Deadline for measurements is March 15, 1986. A late fee will be charged for cap and gown measurements taken after March 15, 1986.



CREDIT CLASSES IN AREA CENTERS

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
<h2 style="margin: 0;">Key to Building and Center Abbreviations in this Schedule</h2> <p style="text-align: center;">Buildings:</p> <p> AC Activities Building AS Automotive Service Center FE Family Education Building LA Liberal Arts and Science Building OE Occupational Education Building SC Student Center Building TI Technical and Industrial Building </p> <p style="text-align: center;">Centers:</p> <p> AAY Ann Arbor "Y" BRIAR Briarwood Shopping Mall BRGHT Brighton High School CHELS Chelsea High School DEXTR Dexter High School LINCN Lincoln Consolidated High School SALNE Saline High School YPSI Ypsilanti Community Center Building </p> <p style="text-align: center;">Days of the week are abbreviated as follows:</p> <p> M Monday T Tuesday W Wednesday R Thursday F Friday S Saturday </p>								

CREDIT CLASSES IN AREA CENTERS

ANN ARBOR 'Y' 350 S. Fifth Avenue

090	PAR/CHILDS READING		2	083	M	700-1000PM	AAY	
100	PERS & CONS FINANCE		3	083	W	700-1000PM	AAY	
202	U S 1865 TO PRESENT		3	083	R	700-1000PM	AAY	
106	PSYCH OF AGING		2	083	R	600- 800PM	AAY	
100	PRIN OF SOCIOLOGY		3	083	T	700-1000PM	AAY	MARTIN L THOMAS E
121	INTER CONV SPANISH	SPN 111 OR EQUI	2	083	T	630- 830PM	AAY	BIEDERMAN R

BRIARWOOD SHOPPING MALL (Community Room) I-94 at State

122	PRIN OF ACCOUNTING	ACC 111	3	060	T	600- 900PM	BRIAR	
211	INTRO TO YOGA		3	060	M	1000- 100PM	BRIAR	WHITEFORD P
122	BUSINESS LAW	BUS 111	3	060	W	600- 900PM	BRIAR	MCNALLY R
121	CONVERSATIONAL FRM		2	060	S	1000-1200	BRIAR	
200	HUMAN REL IN BUS IN	BUS 140	3	060	S	100- 400PM	BRIAR	
230	SUPERVISORY MGT		3	060	M	600- 900PM	BRIAR	
161	CHESS PRACT&THEORY		1	060	T	1000- 100PM	BRIAR	
162	ADVANCED CHESS		1	060	T	1000- 100PM	BRIAR	
090	GENERAL PHOTO		2	060	R	1000- 100PM	BRIAR	JOHNSON R
160	COPING WITH STRESS		3	060	F	1000- 100PM	BRIAR	WHITEFORD P
121	INTER CONV SPANISH	SPN 111 OR EQUI	2	060	W	1000-1200	BRIAR	

BRIGHTON AREA CENTER 850 Spencer Road

122	PRIN OF ACCOUNTING	ACC 111	3	089	M	600- 900PM	BRGHT	
100	BLUEPRINT READING		2	089	T	600- 800PM	BRGHT	
110	OLPHY FOR CONST TRA	BPR 100	2	089	R	600- 800PM	BRGHT	
111	COMPUTER CONCEPTS		3	089	R	700-1000PM	BRGHT	
112	COMPUTER FUNCTIONS	CIS 111	3	089	TW	900-1200 700-1000PM	BRGHT	

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
BRIGHTON AREA CENTER 7878 Brighton Road (Cont.)								
122	BALLROOM DANCE		1	089	W	800-930PM	BRGHT	
222	BALL ROOM DANCE II	ON 122 OR CONSE	1	089	W	630-800PM	BRGHT	
210	CHILDRENS LIT		3	089	T	700-1000PM	BRGHT	
270	CREATIVE WRITING		3	089	W	700-1000PM	BRGHT	
102	NEXT CIV SINCE 1600		3	089	M	600-900PM	BRGHT	
230	SUPERVISORY MGT		3	089	W	600-900PM	BRGHT	
250	PRIN OF MARKETING		3	089	T	600-900PM	BRGHT	
039	BASIC MATHEMATICS		3	089	T	630-930PM	BRGHT	STEELE A
039	BASIC MATHEMATICS		3	090	W	630-930PM	BRGHT	STEELE A
090	OCCUP MATH	MTH 039	3	089	T	630-930PM	BRGHT	STEELE A
090	OCCUP MATH	MTH 039	3	090	W	630-930PM	BRGHT	STEELE A
097A	INTRO ALGEBRA	MTH 039	3	089	T	630-930PM	BRGHT	STEELE A
097A	INTRO ALGEBRA	MTH 039	3	090	W	630-930PM	BRGHT	STEELE A
097B	INTRO ALGEBRA	MTH 097A	3	089	T	630-930PM	BRGHT	STEELE A
097B	INTRO ALGEBRA	MTH 097A	3	090	W	630-930PM	BRGHT	STEELE A
163	BUSINESS MATH	MTH 039	3	089	T	630-930PM	BRGHT	STEELE A
163	BUSINESS MATH	MTH 039	3	090	W	630-930PM	BRGHT	STEELE A
169A	INTERMEDIATE ALG	MTH 097	3	089	T	630-930PM	BRGHT	STEELE A
169A	INTERMEDIATE ALG	MTH 097	3	090	W	630-930PM	BRGHT	STEELE A
169B	INTERMEDIATE ALG	MTH 169A	3	089	T	630-930PM	BRGHT	STEELE A
169B	INTERMEDIATE ALG	MTH 169A	3	090	W	630-930PM	BRGHT	STEELE A
177	TRIANGLE TRIG	MTH 097	3	089	T	630-930PM	BRGHT	STEELE A
177	TRIANGLE TRIG	MTH 097	3	090	W	630-930PM	BRGHT	STEELE A
108	GOV AND SOCIETY		3	089	R	700-1000PM	BRGHT	
100	INTRO PSYCHOLOGY		3	089	T	600-900PM	BRGHT	KOLLEN M
257	ABNORMAL PSYCHOLOGY		3	089	W	600-900PM	BRGHT	
102	TYPEWRITING		3	089	W	600-1000PM	BRGHT	
130	BUSINESS MACHINES	MTH 090	3	089	R	700-1000PM	BRGHT	
100	PRIN OF SOCIOLOGY		3	089	M	700-1000PM	BRGHT	
202	CRIMINOLOGY		3	089	R	700-1000PM	BRGHT	
222	LOSSES & GRIEVING		3	089	M	100-400PM	BRGHT	
271	CREATIVE WRITING II		3	089	W	700-1000PM	BRGHT	

Tuition is \$36.00 per credit hour for Livingston County residents attending the Brighton Area Center. See page 84 for details.

CHELSEA HIGH SCHOOL East Washington Street

100	BLUEPRINT READING		2	055	M	700-900PM	CHELS	
110	BLPRT FOR CONST TRA	BPR 100	2	055	W	700-900PM	CHELS	
111	COMPUTER CONCEPTS		3	055	MW	700-1000PM	CHELS	
112	COMPUTER FUNCTIONS	CIS 111	3	055	MW	700-1000PM	CHELS	
222	PRINCIPLES OF ECON	EC 211	3	055	W	700-1000PM	CHELS	
100	PERS & CONS FINANCE		3	055	T	700-1000PM	CHELS	
102	NEXT CIV SINCE 1600		3	055	R	700-1000PM	CHELS	
209	SMALL BUS MGT		3	055	M	700-1000PM	CHELS	
039	BASIC MATHEMATICS		3	054	M	630-930PM	CHELS	MCGILL J
039	BASIC MATHEMATICS		3	055	R	630-930PM	CHELS	SMITH K
090	OCCUP MATH	MTH 039	3	054	W	630-930PM	CHELS	MCGILL J
090	OCCUP MATH	MTH 039	3	055	R	630-930PM	CHELS	SMITH K
097A	INTRO ALGEBRA	MTH 039	3	054	W	630-930PM	CHELS	MCGILL J
097A	INTRO ALGEBRA	MTH 039	3	055	R	630-930PM	CHELS	SMITH K
097B	INTRO ALGEBRA	MTH 097A	3	054	W	630-930PM	CHELS	MCGILL J
097B	INTRO ALGEBRA	MTH 097A	3	055	R	630-930PM	CHELS	SMITH K
163	BUSINESS MATH	MTH 039	3	054	W	630-930PM	CHELS	MCGILL J
163	BUSINESS MATH	MTH 039	3	055	R	630-930PM	CHELS	SMITH K
169A	INTERMEDIATE ALG	MTH 097	3	054	W	630-930PM	CHELS	MCGILL J
169A	INTERMEDIATE ALG	MTH 097	3	055	R	630-930PM	CHELS	SMITH K
169B	INTERMEDIATE ALG	MTH 169A	3	054	W	630-930PM	CHELS	MCGILL J
169B	INTERMEDIATE ALG	MTH 169A	3	055	R	630-930PM	CHELS	SMITH K
177	TRIANGLE TRIG	MTH 097	3	054	W	630-930PM	CHELS	MCGILL J
177	TRIANGLE TRIG	MTH 097	3	055	R	630-930PM	CHELS	SMITH K
104	STUDY SKILLS MEETS	FIRST 7 WEEKS	2	055	R	700-1000PM	CHELS	
102	TYPEWRITING		3	055	T	600-1000PM	CHELS	
107	CLERICAL METH/PROC	SO 102 OR EQUI	4	055	R	600-1000PM	CHELS	
121	INTER CONV SPANISH	SPN 111 OR EQUI	2	055	M	700-900PM	CHELS	
101	FUND OF SPEAKING		3	055	T	700-1000PM	CHELS	BIXBY M
100	CAREER PLAN SEMINAR		3	055	M	630-930PM	CHELS	

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
DEXTER HIGH SCHOOL 2615 Baker Road								
122	PRIN OF ACCOUNTING	ACC 111	3	062	W	700-1000PM	DEXTR	
043	BASIC TUNE UP	MEETS 1ST 7 WEEKS	1	062	M	600-900PM	DEXTR	
059	CONSUMER CAR CARE	MEETS 2ND 7 WEEKS	1	062	M	600-900PM	DEXTR	
112	COMPUTER FUNCTIONS	CIS 111	3	062	T R	700-1000PM	DEXTR	
122	BALLROOM DANCE		1	062	M	800-930PM	DEXTR	
222	BALLROOM DANCE II	DN 122 OR CONSE	1	062	M	630-800PM	DEXTR	
039	BASIC MATHEMATICS		3	062	T	630-930PM	DEXTR	SMITH G
090	OCCUP MATH	MTH 039	3	062	T	630-930PM	DEXTR	SMITH G
097A	INTRO ALGEBRA	MTH 039	3	062	T	630-930PM	DEXTR	SMITH G
097B	INTRO ALGEBRA	MTH 097A	3	062	T	630-930PM	DEXTR	SMITH G
163	BUSINESS MATH	MTH 039	3	062	T	630-930PM	DEXTR	SMITH G
169A	INTERMEDIATE ALG	MTH 097	3	062	T	630-930PM	DEXTR	SMITH G
169B	INTERMEDIATE ALG	MTH 169A	3	062	T	630-930PM	DEXTR	SMITH G
177	TRIANGLE TRIG	MTH 097	3	062	T	630-930PM	DEXTR	SMITH G

SALINE HIGH SCHOOL 7190 Maple Road

100	INVESTMENTS		1	094	T	700-800PM	SALNE	
111	POLICE COM RELATION		3	094	M	700-1000PM	SALNE	LUDDS P
121	CONVERSATIONAL FRN		2	094	T	700-900PM	SALNE	
160	PRIN OF SALES	BUS 140	3	094	R	700-1000PM	SALNE	
039	BASIC MATHEMATICS		3	093	M	630-930PM	SALNE	SMITH K
039	BASIC MATHEMATICS		3	094	M	630-930PM	SALNE	SMITH G
090	OCCUP MATH	MTH 039	3	093	M	630-930PM	SALNE	SMITH K
090	OCCUP MATH	MTH 039	3	094	M	630-930PM	SALNE	SMITH G
097A	INTRO ALGEBRA	MTH 039	3	093	M	630-930PM	SALNE	SMITH K
097A	INTRO ALGEBRA	MTH 039	3	094	M	630-930PM	SALNE	SMITH G
097B	INTRO ALGEBRA	MTH 097A	3	093	M	630-930PM	SALNE	SMITH K
097B	INTRO ALGEBRA	MTH 097A	3	094	M	630-930PM	SALNE	SMITH G
163	BUSINESS MATH	MTH 039	3	093	M	630-930PM	SALNE	SMITH K
163	BUSINESS MATH	MTH 039	3	094	M	630-930PM	SALNE	SMITH G
169A	INTERMEDIATE ALG	MTH 097	3	093	M	630-930PM	SALNE	SMITH K
169A	INTERMEDIATE ALG	MTH 097	3	094	M	630-930PM	SALNE	SMITH G
169B	INTERMEDIATE ALG	MTH 169A	3	093	M	630-930PM	SALNE	SMITH K
169B	INTERMEDIATE ALG	MTH 169A	3	094	M	630-930PM	SALNE	SMITH G
177	TRIANGLE TRIG	MTH 097	3	093	M	630-930PM	SALNE	SMITH K
177	TRIANGLE TRIG	MTH 097	3	094	M	630-930PM	SALNE	SMITH G
180	MUSIC APPRECIATION		3	094	M	700-1000PM	SALNE	
090	GENERAL PHOTO		2	094	R	700-1000PM	SALNE	ROTH J

YPSILANTI COMMUNITY CENTER BUILDING 210 West Cross

(OLD YPSILANTI HIGH SCHOOL)

122	PRIN OF ACCOUNTING	ACC 111	3	081	M	700-1000PM	YPSI	
222	PRINCIPLES OF ECON	EE 211	3	081	T	700-1000PM	YPSI	
039	BASIC MATHEMATICS		3	081	R	630-930PM	YPSI	THOMSON B
090	OCCUP MATH	MTH 039	3	081	R	630-930PM	YPSI	THOMSON B
097A	INTRO ALGEBRA	MTH 039	3	081	R	630-930PM	YPSI	THOMSON B
097B	INTRO ALGEBRA	MTH 097A	3	081	R	630-930PM	YPSI	THOMSON B
163	BUSINESS MATH	MTH 039	3	081	R	630-930PM	YPSI	THOMSON B
169A	INTERMEDIATE ALG	MTH 097	3	081	R	630-930PM	YPSI	THOMSON B
169B	INTERMEDIATE ALG	MTH 169A	3	081	R	630-930PM	YPSI	THOMSON B
177	TRIANGLE TRIG	MTH 097	3	081	R	630-930PM	YPSI	THOMSON B
090	GENERAL PHOTO		2	081	M	700-1000PM	YPSI	KELLMAN T
101	FUND OF SPEAKING		3	081	M	700-1000PM	YPSI	

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
ACCOUNTING (ACC)				Dept. 41				
091	FUND OF ACCOUNTING	MTH 090	3	001	M W	800- 930	105 SC	
			3	002	T R	200- 330PM	236 LA	
092	FUND OF ACCOUNTING	ACC 091	3	001	T R	200- 330PM	244 LA	
			3	002	M W	530- 700PM	106 SC	
111	PRIN OF ACCOUNTING	MTH 163 167	3	001	M W F	800- 900	244 LA	BELLERS C
			3	002	M W F	900-1000	236 LA	BELLERS C
			3	003	M W F	1000-1100	244 LA	KOKKALES P
			3	004	M W F	1100-1200	244 LA	BELLERS C
			3	005	T R	930-1100	236 LA	MEYERS N
			3	006	T R	1100-1230PM	244 LA	KOKKALES P
			3	007	T R	100- 230PM	244 LA	KOKKALES P
			3	008	M W	700- 830PM	244 LA	BELLERS C
			3	009	T R	830-1000PM	236 LA	
122	PRIN OF ACCOUNTING	ACC 111	3	001	M W F	900-1000	244 LA	KOKKALES P
			3	002	M W F	1000-1100	236 LA	MEYERS N
			3	003	M W F	100- 200PM	244 LA	KOKKALES P
			3	004	T R	1100-1230PM	236 LA	MEYERS N
			3	005	M W	530- 700PM	244 LA	
			3	006	M W	700- 830PM	236 LA	
			3	007	T R	700- 830PM	236 LA	
			3	008	S	900-1200	244 LA	
			3	060	T	600- 900PM	BRIAR	
			3	062	W	700-1000PM	DEXTR	
			3	081	M	700-1000PM	YPSI	
			3	089	M	600- 900PM	BRGHT	
131	COMPUTER ACCOUNTING	ACC 092-111	3	001	M W	1230- 200PM	211 TI	MEYERS N
			3	002	T R	930-1100	244 LA	KOKKALES P
200	PERSONAL TAX ACCTG	ACC 111	3	001	T R	1100-1230PM	102 SC	VASS S
225	MANAGERIAL COST ACC		3	001	M W F	1100-1200	236 LA	MEYERS N
			3	002	T R	530- 700PM	236 LA	

ANTHROPOLOGY (ANT) Dept. 01

150	RELIGIONS OF WORLD		3	001	M W F	1100-1200	210 SC	THOMAS E
			3	002	M	530- 830PM	107 SC	WHITEFORD P
			3	003	T R	930-1100	206 SC	WHITEFORD P
189	STUDY PROBLEMS	CONSENT	1-8	001	* * * TO	BE ARRANGED	* * *	WHITEFORD P
201	INTRO CULT ANTHRO		3	001	T R	930-1100	107 SC	SUSNICK S
			3	002	W	700-1000PM	107 SC	SUSNICK S
			3	050	* * * TO	BE ARRANGED	* * *	SUSNICK S
211	INTRO TO YOGA		3	001	T R	930-1100	123 AC	WHITEFORD P
			3	060	M	1000- 100PM	BRIAR	WHITEFORD P
222	PHIL & PRACT YOGA	ANT 211	3	001	W	530- 830PM	121 AC	WHITEFORD P

ARCHITECTONICS (ARC) Dept. 61

100	SPECIFICATIONS	ARC 117	1	001	T	1000-1100	132 OE	BYRD D
109	SITE LAYOUT		3	001	S	900-1200	134 OE	MYERS G
111	ARCHITECT DRAWING		6	001	M W	800-1230PM	134 OE	BYRD D
			6	002	M W	530-1000PM	134 OE	POGLIANO M
120	MECH/ELECT SYS/BLDG		3	001	T	900- 100PM	134 OE	POGLIANO M
122	ARCHITECTURE DRAW	111	6	001	M W	800-1230PM	134 OE	BYRD D
			6	002	M W	530-1000PM	134 OE	POGLIANO M
150	PRES DRNGS & MODELS		4	001	R	800- 200PM	134 OE	POGLIANO M
189	STUDY PROBLEMS	CONSENT	1-8	001	* * * TO	BE ARRANGED	* * *	BYRD D
			1-8	002	* * * TO	BE ARRANGED	* * *	POGLIANO M
199	ON THE JOB TRAINING	CONSENT	1-6	001	* * * TO	BE ARRANGED	* * *	BYRD D
208	EST CONST COSTS	207	2	001	MT	1230- 130PM	134 OE	BYRD D
			2	002	T	800-1000	134 OE	BYRD D
210	STRUCTURE IN ARCH	SEE CATALOG	2	001	S	900-1200	134 OE	MYER
213	ARCHITECT DRAWING	122	6	001	M W	800-1230PM	134 OE	BYRD D
			6	002	M W	530-1000PM	134 OE	POGLIANO M
224	ARCHITECT DRAWING	213	6	001	M W	800-1230PM	134 OE	BYRD D
			6	002	M W	530-1000PM	134 OE	POGLIANO M

ART (ART) Dept. 17

101	DRAWING AND PAINTNG		3	001	F	900-1200	103 TI	LOCKARD J
			3	002	F	100- 400PM	103 TI	ZENIAN P
111	BASIC DRAWING		4	001	M W	600- 900PM	103 TI	HOROWITZ F
			4	002	M W F	400- 600PM	103 TI	
112	BASIC DESIGN		4	001	M W	100- 400PM	103 TI	ZENIAN P

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
ART (ART)				Dept. 17 (Cont.)				
120	PORT PNTG LIFE DRAW		4	001	T R	1230- 330PM	103 TI	LOCKARD J
			4	002	T R	600- 900PM	103 TI	LOCKARD J
122	BASIC DRAWING	ART 111	4	001	T R	900-1200	103 TI	HOROWITZ F
123	BASIC DESIGN	ART 112	3	001	T R	900-1200	242 TI	ZENIAN P
130	ART APPRECIATION		3	001	T R	100- 230PM	334 LA	HOROWITZ F
			3	002	T	600- 900PM	334 LA	LEVINE B
AUTO BODY REPAIR (ABR)				Dept. 59				
111	BODY REPAIR FUND		4	001	M W	800-1200	ANNX AS	CAMMET E
			4	002	M W	600-1000PM	ANNX AS	MALL B
112	AUTO REFINISH FUND		4	001	T R	800-1200	ANNX AS	JORDAN L
			4	002	T R	600-1000PM	ANNX AS	
113	LIGHT BODY SERVICE		1	001	F	800-1200	ANNX AS	JORDAN L
114	APPL AUTO BODY WELD		1	001	F	800-1200	ANNX AS	JORDAN L
123	BODY REPAIR APP	111	4	001	T R	800-1200	ANNX AS	CAMMET E
			4	002	T R	600-1000PM	ANNX AS	
124	AUTO REFINISHING	112	4	001	M W	800-1200	ANNX AS	JORDAN L
			4	002	M W	600-1000PM	ANNX AS	POSEGAY J
127	MAJOR REPAIR FUND	111&WF 101	2	001	F	800-1200	ANNX AS	CAMMET E
189	STUDY PROBLEMS	CONSENT	1-6	001	* * * TO	BE ARRANGED	* * *	CAMMET E
199	ON THE JOB TRAINING	CONSENT	1-6	001	* * * TO	BE ARRANGED	* * *	CAMMET E
219	MAJOR REPAIR PROC		4	001	T R	800-1200	ANNX AS	CAMMET E
			4	002	T R	600-1000PM	ANNX AS	
220	ENAMEL REFIN PRACT	112 AND 124	4	001	M W	800-1200	ANNX AS	JORDAN L
			4	002	M W	600-1000PM	ANNX AS	POSEGAY J
230	SPECIALIZED STUDY	CONSENT	2-8	001	T R	800-1200	ANNX AS	CAMMET E
			2-8	002	T R	600-1000PM	ANNX AS	
AUTOMOTIVE SERVICE (AS)				Dept. 60				
043	BASIC TUNE UP		1	001	S	900-1230PM	T3L2 AS	
	• MEETS FIRST HALF OF SEMESTER		1	002	S	100- 430PM	T3L2 AS	
			1	003	F	600- 930PM	T1L2 AS	
			1	062	M	600- 900PM	DEXTR	
059	CONSUMER CAR CARE		1	001	S	900-1230PM	T1L2 AS	
	•• MEETS SECOND HALF OF SEMESTER		1	002	S	100- 430PM	T1L2 AS	
			1	003	F	600- 930PM	T1L2 AS	
			1	062	M	600- 900PM	DEXTR	
110	AUTO SERVICE FUND		2	001	T	800-1200	T1L2 AS	FISHER S
			2	002	F	100- 500PM	T3L2 AS	BARRON K
			2	003	M	600-1000PM	T1L1 AS	
111	ENGINES	PRE/COREQ: 110	2	001	T	100- 500PM	T1L1 AS	WEID R
			2	002	R	600-1000PM	T1L1 AS	
113	MANUAL DRIVE TRAINS	COREQ:AS110	2	001	W	100- 500PM	T1L2 AS	FISHER S
			2	002	T	600-1000PM	T1L1 AS	
116	AUTO ELECTRONICS	PRE/COREQ 110	2	001	M	100- 500PM	T3L2 AS	MANN J
			2	002	W	600-1000PM	T3L2 AS	
118	FUEL SYSTEMS	PRE/COREQ 110	2	001	R	1100- 300PM	T3L2 AS	
			2	002	T	600-1000PM	T3L2 AS	
121	ENGINE REPAIR	AS 111	2	001	R	800-1200	T1L1 AS	WEID R
			2	002	W	600-1000PM	T1L1 AS	WEID R
125	BRAKE SYSTEMS		2	001	M	800-1200	T1L2 AS	WEID R
126	ELECTRICAL SYSTEMS	AS 116	2	001	W	800-1200	T3L2 AS	MANN J
			2	002	M	600-1000PM	T3L2 AS	
128	FUEL SYSTEM SERVICE	AS 110	2	001	F	800-1200	T3L2 AS	BROWN E
129	DIAGNOSIS & REPAIR	110,111,113,116	2	001	T	800-1200	T1L2 AS	
			2	002	R	600-1000PM	T3L2 AS	
160	SMALL ENGINE REPAIR		2	001	S	830-1200	T1L1 AS	SCHUSTER W
			2	002	S	1230- 400PM	T1L1 AS	SCHUSTER W
189	STUDY PROBLEMS	CONSENT	1-6	001	* * * TO	BE ARRANGED	* * *	
199	ON THE JOB TRAINING	CONSENT	1-6	001	* * * TO	BE ARRANGED	* * *	
212	AUTOMATIC TRAN MECH	113	2	001	M	100- 500PM	T1L1 AS	BARRON K
214	STEER/SUSPEN/SYSTEM	AS 124,125	2	001	F	100- 500PM	T1L1 AS	FISHER S
			2	002	F	600-1000PM	T3L1 AS	FISHER S
215	BRAKE SYSTEMS SERV		2	001	R	1100- 300PM	T1L1 AS	
216	ELECTRICAL CIRCUITS	AS 126	2	001	T	100- 500PM	T3L2 AS	MANN J
218	ENGINE PERFORM DIAG	AS 128,111,120	2	001	W	100- 500PM	T3L2 AS	BROWN E
222	AUTOMATIC TRANS HYD	212	2	001	W	800-1200	T1L1 AS	BARRON K
227	HEAT & AIR COND	CONSENT	2	001	M	800-1200	T3L2 AS	BROWN E
230	PRACT FIELD EXPR		2	001	T	1000-1200	T3L1 AS	MANN J
240	MEAS VEH PERFORM	CONSENT	2	001	F	800-1200	T1L1 AS	BARRON K
250	NEW CAR PRODUCTS	CONSENT	2	001	T	800-1000	T3L1 AS	WEID R

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
BIOLOGY (BIO)				Dept. 27				
101	CONCEPTS OF BIOLOGY		4	001	M W F	1100-1200	305 LA	NIEHAUS P
					W	800-1100	307 LA	
			4	002	M W F	1100-1200	305 LA	NIEHAUS P
					W	200- 500PM	307 LA	
			4	003	M W F	1000-1100	305 LA	STRAYER J
					T	900-1200	307 LA	
			4	004	M W F	1000-1100	305 LA	STRAYER J
					R	900-1200	307 LA	
			4	005	M W F	100- 200PM	L2 LA	STRAYER J
					T	100- 400PM	307 LA	
			4	006	M W F	100- 200PM	L2 LA	STRAYER J
					R	1230- 330PM	307 LA	
			4	007	T R	530- 700PM	305 LA	
					T	700-1000PM	307 LA	
102	HUMAN BIOLOGY		4	001	T R	1100-1230PM	L2 LA	DAVENPORT J
					T	800-1100	301 LA	
			4	002	T R	1100-1230PM	L2 LA	DAVENPORT J
					T	100- 400PM	301 LA	
111	ANATOMY/PHYSIOLOGY		5	001	T R	1000-1200	L3 LA	
					W	100- 400PM	301 LA	
			5	002	T R	1000-1200	L3 LA	
					W	100- 400PM	303 LA	
			5	003	T R	1000-1200	L3 LA	
					M	100- 400PM	301 LA	
			5	004	T	600-1000PM	305 LA	
					R	600- 900PM	301 LA	
			5	005	M W	100- 300PM	305 LA	
					R	1230- 330PM	301 LA	
			5	006	M W	1000-1200	L3 LA	DAVENPORT J
					R	800-1100	301 LA	
128	ZOOLOGY	BIO 101	4	001	M W	600- 730PM	305 LA	
					T	600- 900PM	303 LA	
131	OUTDOOR GARD PREP		3	001	M	600- 800PM	301 LA	DAVENPORT J
137	ORNAN INDOOR PLANT		2	001	M	100- 300PM	301 LA	DAVENPORT J
			2	002	M	600- 800PM	301 LA	DAVENPORT J
237	MICROBIOLOGY	BIO 101	4	001	M W F	100- 200PM	L3 LA	NIEHAUS P
					F	800-1100	307 LA	
			4	002	M W	530- 700PM	305 LA	NIEHAUS P
					M	700-1000PM	307 LA	
259	FLO STDY COMMON PLT		1	001	T	400- 600PM	307 LA	STRAYER J
	BIO 259-001 MEETS SECOND HALF OF SEMESTER							

BLACK STUDIES (BLS) Dept. 10

107	BLACK PSYCHOLOGY		3	001	M W F	1000-1100	101 FE	ROBERTS A
120	PORT PNTG LIFE DRAW		4	001	T R	1230- 330PM	103 TI	LOCKARD J
			4	002	T R	600- 900PM	103 TI	LOCKARD J
181	BLACK LIT		3	001	M W	100- 230PM	211 SC	HATCHER R
183	AFRO-AMER MUS CULT		3	001	M W F	1100-1200	109 AC	LAWRENCE M

BLUEPRINT READING (BPR) Dept. 64

100	BLUEPRINT READING		2	001	T	900-1200	113 OE	POGLIANO M
			2	002	W	600- 900PM	110 OE	LOY D
			2	055	M	700- 900PM	CHELS	
			2	089	T	600- 800PM	BRIGHT	
101	BLUEPRINT READING		3	001	M	1200- 300PM	113 OE	LOWE B
			3	002	M	600- 900PM	113 OE	LOWE B
			3	003	W	900-1200	113 OE	LOWE B
			3	004	W	600- 900PM	113 OE	LOWE B
106	BLPRT FOR WELDERS		3	001	M W	430- 600PM	113 OE	LOWE B
110	BLPRT FOR CONST TRA	BPR 100	2	001	R	600- 800PM	113 OE	
			2	002	W	900-1100	181 OE	LOY D
			2	055	W	700- 900PM	CHELS	
			2	089	R	600- 800PM	BRIGHT	
189	STUDY PROBLEMS	CONSENT	1-8	001	* * * TO BE ARRANGED		* * *	LOWE B

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
BUSINESS (BUS) Dept. 46								
100	INVESTMENTS		1	001	M	600- 700PM	L2 LA	CHANIAN J
			1	004	T	700- 800PM	SALNE	
107	WOMEN IN WORKPLACE	MEETS 1/7 TO 2/26	1	001	T	330- 530PM	236 LA	ARNOLD G
111	BUSINESS LAW		3	001	M W F	900-1000	103 SC	ZEEB R
			3	002	M W F	1000-1100	103 SC	MC NALLY R
			3	003	M W F	1100-1200	106 SC	MCNALLY R
			3	004	M W	100- 230PM	106 SC	ZEEB R
			3	005	T R	930-1100	103 SC	ZEEB R
			3	006	T R	530- 700PM	103 SC	MCNALLY R
122	BUSINESS LAW	BUS 111	3	001	M W F	900-1000	106 SC	MCNALLY R
			3	060	W	600- 900PM	BRIAR	MCNALLY R
140	INTRO TO BUSINESS		3	001	M W F	800- 900	106 SC	MC NALLY R
			3	002	M W F	1000-1100	106 SC	ZEEB R
			3	003	M W F	1100-1200	103 SC	ZEEB R
			3	004	M W F	1200- 100PM	106 SC	BELLERS C
			3	005	M W	200- 330PM	103 SC	ROSS F
			3	006	M W	400- 530PM	244 LA	
			3	007	M W	530- 700PM	103 SC	BELLERS C
			3	008	M W	830-1000PM	103 SC	
			3	009	T R	1230- 200PM	236 LA	
			3	010	T R	530- 700PM	106 SC	
			3	011	T R	700- 830PM	106 SC	MCNALLY R
			3	012	S	900-1200	236 LA	
200	INDEPENDENT STUDY	CONSENT	2-8	001	* * * TO	BE ARRANGED	* * *	
207	BUS COMMUNICATION		3	001	M W	130- 300PM	244 LA	
			3	002	T R	1100-1230PM	106 SC	
			3	003	M W	530- 700PM	236 LA	

CHEMISTRY (CEM) Dept. 33

057	INTRO CHEMISTRY		3	001	M W F	1000-1100	L2 LA	GRISWOLD G
			3	002	M W F	1000-1100	L2 LA	GRISWOLD G
			3	003	M W F	1000-1100	L2 LA	GRISWOLD G
			3	004	T R	700- 830PM	L2 LA	
			3	005	T R	700- 830PM	L2 LA	
058	INTRO CHEMISTRY LAB		3	006	S	900-1200	238 LA	HEINENAN B
			1	001	T	900-1200	237 LA	VANGENDEREN G
			1	002	T	100- 400PM	237 LA	FRENCH G
			1	003	R	1200- 300PM	237 LA	VAN GENDEREN G
			1	004	M	700-1000PM	237 LA	DEJOHN D
			1	005	W	700-1000PM	237 LA	DEJOHN D
			1	006	S	100- 400PM	237 LA	HEINEMANN B
105	FUND OF CHEMISTRY	HS CEM OR 057	4	001	M W F	1100-1200	L2 LA	POOL M
			4		T	800-1100	235 LA	
			4	002	M W F	1100-1200	L2 LA	POOL M
			4		R	800-1100	235 LA	
			4	003	M W F	1100-1200	L2 LA	POOL M
			4		W	100- 400PM	235 LA	
			4	004	M W	600- 730PM	238 LA	
			4		T	700-1000PM	235 LA	
111	GENERAL CHEMISTRY	H S CEM & ALG	4	001	M W F	900-1000	L2 LA	FRENCH G
			4		T	900-1200	231 LA	
			4	002	M W F	900-1000	L2 LA	FRENCH G
			4		T	100- 400PM	231 LA	
			4	003	M W F	900-1000	L2 LA	FRENCH G
			4		R	800-1100	231 LA	
			4	004	M W	700- 830PM	L2 LA	SANCHEZ J
			4		T	700-1000PM	231 LA	
			4	005	M W	700- 830PM	L2 LA	SANCHEZ J
			4		R	700-1000PM	231 LA	
122	GENERAL CHEMISTRY	CEM 111	4	001	M W F	1120- 200PM	231 LA	GRISWOLD G
140	ORGANIC BIOCHEM	105 OR 111	4	001	M W F	1100-1200	238 LA	FRENCH G
			4		R	800-1100	233 LA	
			4	002	T R	700- 830PM	238 LA	
			4		W	700-1000PM	233 LA	
222	ORGANIC CHEMISTRY	211 & 122	5	001	M W F	100- 200PM	238 LA	POOL M
					T R	1200- 300PM	235 LA	

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
CHILD CARE WORKER (CCW) Dept. 76								
103	ALT PROG CHILD CARE		3	001	M W	330- 500PM	101 FE	TRAVIS P
105	PRACTICUM I		3	001		TBA -	101 FE	GLUSAC A
106	PRACTICUM II		3	001		TBA -	101 FE	GLUSAC A
110	SOC EMDT DEVEL		3	001	M W	1230- 200PM	101 FE	GLUSAC A
114	PRACTICUM III		4	001		TBA -	101 FE	GLUSAC A
189	STUDY PROBLEMS	CONSENT	1-8	001	* * * TO	BE ARRANGED	* * *	GLUSAC A

SEMINAR FOR CCW 105, 106 AND 114 MEETS MONDAYS 100-200PM. STUDENTS IN PRACTICUMS ARE TO CONTACT WCC CHILDRENS CENTER DURING REGISTRATION.

COMPUTER INFORMATION SYSTEMS (CIS) Dept. 40

100	INTRD TO COMP		3	001	R	900-1200	214 TI	KRIEG L
			3	002	F	900-1200	214 TI	KRIEG L
			3	003	M	100- 400PM	214 TI	JINDAL U
			3	004	W	100- 400PM	214 TI	JINDAL U
			3	005	T	700-1000PM	214 TI	
			3	006	W	700-1000PM	216 TI	
			3	007	R	700-1000PM	214 TI	
			3	008	S	900-1200	214 TI	JINDAL U
			3	050	* * * TO	BE ARRANGED	* * *	JINDAL U
105	MICRO COMP PROG BEG		2	001	R	1000-1200	216 TI	WOTRING R
			2	002	W	200- 400PM	211 TI	
			2	003	W	700- 900PM	214 TI	
111	COMPUTER CONCEPTS		3	001	M W	800-1100	210 TI	
			3	002	T R	800-1100	210 TI	FINKBEINER C
			3	003	M W	1200- 300PM	210 TI	WOTRING R
			3	004	T R	1200- 300PM	210 TI	FINKBEINER C
			3	005	M W	700-1000PM	210 TI	
			3	006	T R	700-1000PM	210 TI	
			3	007	S	800- 200PM	210 TI	
			3	055	M W	700-1000PM	CHELS	
			3	089	M	700-1000PM	BRGHT	
112	COMPUTER FUNCTIONS	CIS 111	3	001	M W	900-1200	210 TI	
			3	002	T R	800-1100	210 TI	FINKBEINER C
			3	003	M W	1200- 300PM	210 TI	WOTRING R
			3	004	T R	1200- 300PM	210 TI	FINKBEINER C
			3	005	M W	700-1000PM	210 TI	
			3	006	T R	700-1000PM	210 TI	
			3	007	S	800- 200PM	210 TI	
			3	008	W	930-1230PM	214 TI	
			3	009	M	700-1000PM	216 TI	
			3	055	M W	700-1000PM	CHELS	
			3	062	T R	700-1000PM	DEXTR	
			3	089	TW	700-1000PM	BRGHT	
115	PROGRAMMING LOGIC	CIS 112	3	001	T	800-1100	214 TI	WOTRING R
			3	002	T	1200- 300PM	214 TI	WOTRING R
			3	003	T	700-1000PM	211 TI	
			3	004	W	700-1000PM	209 TI	
130	PASCAL BUS & INDUS	CIS 111-112 OR	3	001	T R	1030-1200	209 TI	RINN J
			3	002	M W	200- 330PM	209 TI	KRIEG L
			3	003	M	700-1000PM	214 TI	RINN J
			3	004	W	700-1000PM	214 TI	RINN J
131	FORTRAN BUS & INDUS		3	001	M	700-1000PM	211 TI	
136	BASIC FOR BUS & IND		3	001	M	900-1200	209 TI	
			3	002	W	700-1000PM	211 TI	
137	RPG	CIS 112	3	001	R	700-1000PM	209 TI	
141	COMPUTER OP I		3	001	T R	800-1000	216 TI	PAUP A
142	COMPUTER OP II	CONSENT	3	001	T R	1000-1200	211 TI	PAUP A
			3	002	T R	530- 730PM	216 TI	
170	COBOL I		4	001	W F	900-1200	209 TI	JINDAL U
			4	002	T R	730- 930PM	216 TI	
199	ON JOB TRAINING	CONSENT	1-6	001	* * * TO	BE ARRANGED	* * *	PAUP A
238	ASSEMBLER IBM PC	CIS 130	3	001	T R	900-1030	209 TI	RINN J
273	ADVANCED COBOL	CIS 272	3	001	W	900-1200	211 TI	RINN J
275	C PROGRAM LANGUAGE	CIS 130 OR EQUI	3	001	R	200- 500PM	214 TI	KRIEG L
			3	002	R	700-1000PM	211 TI	KRIEG L

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
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COMPUTER INFORMATION SYSTEMS (CIS) . Dept. 40 (Cont.)

282	DATA BASE	CIS 130	3	001	W	700-1000PM	209	TI
288	SYST ANALY & DESGN		3	001	M W	530- 700PM	210	TI

COMPUTER SCIENCE (CPS) Dept. 31

183	INTRO BASIC PROG	MTH 097	4	001	T R	900-1100	224	TI
			4	002	M W	100- 300PM	224	TI
			4	003	T R	700- 900PM	224	TI
186	INTRO PASCAL PROG	MTH 169	4	001	M W	100- 300PM	216	TI
			4	002	T R	500- 700PM	224	TI
187	INTRO FORTRAN PROG		4	001	M W	1100- 100PM	224	TI
			4	002	T R	1200- 200PM	224	TI
			4	003	M W	700- 900PM	224	TI
286	ADV PASCAL PROG	CPS 186 OR 294	4	001	M W	900-1100	224	TI
290	PROG DESIGN METHOD		4	001	M W	500- 700PM	224	TI

CRIMINAL JUSTICE (CJ) Dept. 78

100	INTRO CRIM JUSTICE		3	001	M W F	800- 900	115	SC
			3	002	M W F	900-1000	115	SC
			3	003	M	600- 900PM	115	SC
			3	004	T R	930-1100	115	SC
111	POLICE COM RELATION		3	001	M W F	1000-1100	115	SC
			3	002	T	600- 900PM	115	SC
			3	003	T R	1100-1230PM	115	SC
			3	094	M	700-1000PM	SALNE	LUDDS P
122	CORRECTIONAL SYSTEM		3	001	M W F	1100-1200	115	SC
			3	002	A	600- 900PM	115	SC
189	STUDY PROBLEMS	CONSENT	1-6	001	* * * TO	BE ARRANGED	* * *	LUDDS P
199	ON THE JOB TRAINING	CONSENT	1-6	001	* * * TO	BE ARRANGED	* * *	LUDDS P
205	APPL PSY FOR POLICE		3	001	T R	930-1100	109	SC
208	CRIMINAL EVID & PRO	209	3	001	M W F	1200- 100PM	109	SC
209	CRIMINAL LAW		3	001	R	600- 900PM	115	SC
223	JUVENILE JUSTICE		3	001	M	600- 900PM	109	SC
	CJ223-002 MEETS WITH SOC 250-001		3	002	T R	1100-1230PM	113	SC
			3	003	M W F	100- 200PM	115	SC
224	CRIMINAL INVEST		3	001	R	600- 900PM	115	SC
			3	002	M W F	200- 300PM	115	SC
225	SEM CRIMINAL JUST		3	001	M	100- 400PM	109	SC

CULINARY ARTS (CUL) Dept. 74

100	INTRO HOSP IND MGT		3	001	T R	900-1030	108	SC
110	SANITATION-HYGIENE		3	001	T R	600- 730PM	108	SC
111	ELEM FOOD PREP		6	001	MTWR	1100- 230PM	122	SC
111A	ELEM FOOD PREP		3	080	MT	600- 900PM	G0C	WHITEHEAD A
118	PRIN OF NUTRITION		3	001	T R	800- 930PM	108	SC
150	DINING ROOM MGT		6	001	MTWR	1100- 230PM	108	SC
189	STUDY PROBLEMS	CONSENT	1-6	001	T	930-1030	122	SC
199	ON THE JOB TRAINING	30 HRS IN PROGR	1-6	001	* * * TO	BE ARRANGED	* * *	BEAUCHAMP J
210	GARDE MANGER	111	4	001	MT	230- 530PM	122	SC
219	ELEMENTARY BAKING	111	4	001	WR	600- 900PM	122	SC
222	QUANTITY FOOD PROD	CUL 111	6	001	MTWR	715-1100	124	SC
224	PRIN COST CONTROL		4	001	M W	600- 800PM	181	DE
225	ADV BAKING & PASTRY	219	4	001	MT	600- 900PM	122	SC
260	CATERING & BANQUETS	100, 111	3	001	W	230- 530PM	108	SC

DANCE (DN) Dept. 16

101	BEG MODERN DANCE I		2	001	M W F	1100-1200	121	AC
102	BEGINNING MODERN II		2	001	M W	900-1030	121	AC
103	TAP DANCING		1	001	M W	100- 145PM	123	AC
105	BEG JAZZ DANCE		2	001	M W	1030-1200	123	AC
106	BEGINNING JAZZ II		2	001	T R	1100-1230PM	123	AC
107	BEGINNING BALLET		2	001	T R	1230- 200PM	123	AC
108	BEGINNING BALLET II		2	001	M W F	1200- 100PM	123	AC
110	AFRO-AMERICAN DANCE		1	001	M W	200- 300PM	123	AC

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
DANCE (DN)			Dept. 16 (Cont.)					
122	BALLROOM DANCE		1	001	R	7:00- 8:30PM	123 AC	ZELNIK S
			1	062	M	8:00- 9:30PM	DEXTR	
			1	089	W	8:00- 9:30PM	BRGHT	
123	DANCE EXERCISE I	MEETS 1/6 TO 2/26	1	001	M W F	1:00- 2:00PM	121 AC	ZELNIK S
		MEETS 1/7 TO 2/25	1	002	T R	4:00- 5:30PM	123 AC	ZELNIK S
125	DANCE COMPOSITION I		3	001	M W F	9:00-10:30	123 AC	SETRAKIAN W
201	DANCES OF INDIA		2	001	T R	2:00- 3:00PM	121 AC	SRIRAMA W
210	AFRO-AMER DANCE II	DN 110 OR CONSE	1	001	M W	6:00- 7:00PM	123 AC	LOYD C
222	BALLROOM DANCE II	DN 122 OR CONSE	1	001	R	8:30-10:00PM	123 AC	ZELNIK S
			1	062	M	6:30- 8:00PM	DEXTR	
			1	089	W	6:30- 8:00PM	BRGHT	
223	DANCE EXERCISE II	MEETS 3/3 TO 4/23	1	001	M W F	1:00- 2:00PM	121 AC	ZELNIK S
		MEETS 3/4 TO 4/24	1	002	T R	4:00- 5:30PM	123 AC	ZELNIK S
224	DANCE EXERCISE III		2	001	T R	5:30- 6:30PM	123 AC	ZELNIK S
			2	002	M W F	12:00- 1:00PM	121 AC	
DENTAL ASSISTING (DA)			Dept. 51					
120	ORAL DIAGNOSIS TECH	2.0/DA 111&114	2	001	T R	9:00-12:00	331 LA	NEVERS W
					T R	1:00- 3:30PM	331 LA	
122	ADV DENTAL SCIENCE	2.0/DA 111	4	001	M	8:00-10:00	331 LA	NEVERS W
					T R	8:00- 9:00	331 LA	
124	ADV CLINICAL DA	2.0/DA 114	3	001	* * * T	BE ARRANGED	* * *	FINKBEINER B
					W	8:00-10:00	331 LA	
125	DENTAL ROENTGENOLOGY	ADM TO PROG	2	001	W	1:00- 1:30PM	331 LA	
126	DENTAL LAB PROCEDURE	ADM TO PROG	4	001	T	9:00- 3:30PM	327 LA	FINKBEINER B
	DA 126 BEGINS 1/9 ENDS 3/20		4	002	R	9:00- 3:30PM	327 LA	FINKBEINER B
189	STUDY PROBLEMS		1-8	001	* * * T	BE ARRANGED	* * *	FINKBEINER B
200	CLINICAL PRACTICE	2.0 AVE	3	001	* * * T	BE ARRANGED	* * *	
212	DENTAL OFF PROC	SO 101	4	001	M	10:00-12:00	331 LA	FINKBEINER B
	DA 212 BEGINS 3/25 ENDS 6/18				W	1:00- 3:00PM	331 LA	
215	ADV DENTAL ROENTG	2.0 IN DA 125	2	001	* * * T	BE ARRANGED	* * *	NEVERS W
224	EXPANDED DUTIES		3	001	R	6:00- 9:00PM	331 LA	NEVERS
ECONOMICS (EC)			Dept. 02					
111	CONSUMER ECONOMICS		3	001	M W F	12:00- 1:00PM	107 SC	GLUSAC I
			3	002	T R	11:00-12:30PM	107 SC	GLUSAC I
			3	050	* * * T	BE ARRANGED	* * *	VASS S
211	PRINCIPLES OF ECON		3	001	M W F	9:00-10:00	102 SC	HOLMES G
			3	002	M W F	10:00-11:00	102 SC	HOLMES G
			3	003	M W F	11:00-12:00	102 SC	HOLMES G
			3	004	M W	1:30- 3:00PM	102 SC	HOLMES G
			3	005	M	7:00-10:00PM	102 SC	VASS S
			3	006	T R	11:00-12:30PM	106 SC	HOLMES G
			3	007	T R	12:30- 2:00PM	102 SC	VASS S
			3	008	W	7:00-10:00PM	102 SC	VASS S
222	PRINCIPLES OF ECON	EC 211	3	001	T R	9:30-11:00	102 SC	VASS S
			3	002	T	7:00-10:00PM	102 SC	VASS S
			3	003	R	7:00-10:00PM	102 SC	VASS S
			3	004	S	9:00-12:00	102 SC	KAKWAN S
			3	055	W	7:00-10:00PM	CHELS	
			3	081	T	7:00-10:00PM	YPSI	
ELECTRICITY/ELECTRONICS (EE)			Dept. 65					
101	SERVICING TECHNIQUE	123 or 123A	4	001	T R	8:00-11:00	129 LA	
			4	002	M W	7:30-10:30PM	129 LA	
105	INTRO TELECOMM		3	001	T R	10:00-11:30	121 LA	
			3	002	T R	5:30- 7:00PM	209 SC	
123	FUND OF ELECTRICITY		8	001	M W F	8:00-11:00	121 LA	
			8	002	M W F	12:00- 3:00PM	121 LA	
			8	003	M WR	7:00-10:00PM	121 LA	
123A	FUND OF ELEC A		5	001	T R	8:00-10:30	207 SC	
			5	002	M W	12:00- 2:30PM	207 SC	
			5	003	M W	4:30- 7:00PM	209 SC	
			5	004	T R	7:30-10:00PM	114 LA	
123B	FUND OF ELEC B		5	001	M W	8:00-10:30	207 SC	
			5	002	T R	12:00- 2:30PM	207 SC	
			5	003	M W	4:30- 7:00PM	207 SC	
			5	004	T R	7:30-10:00PM	207 SC	

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
ELECTRICITY/ELECTRONICS (EE) Dept. 65 (Cont.)								
134	MOTORS & CONTROLS	EE 123	4	001	T R	1200- 300PM	127 LA	
137	SWITCHING LOGIC		3	001	T R	800-1000	121 LA	
			3	002	T R	1200- 200PM	121 LA	
			3	003	T R	630- 730PM	115 LA	
			3	004	M W	730- 930PM	209 SC	
139	COMPUTER SYS FUND	137	4	001	M W	1200- 200PM	142 LA	
					M	200- 400PM	142 LA	
			4	002	M W	1200- 200PM	142 LA	
					W	200- 400PM	142 LA	
			4	003	M W	630- 830PM	142 LA	
					M	830-1030PM	142 LA	
			4	004	M W	630- 830PM	142 LA	
					W	830-1030PM	142 LA	
140	SOFTWARE CONCEPTS I	137,139	3	001	M W	800-1000	142 LA	
			3	002	M W	500- 700PM	142 LA	
189	STUDY PROBLEMS	CONSENT	1-8	001	* * * T	BE ARRANGED	* * *	
199	ON THE JOB TRAINING	CONSENT	1-8	001	* * * T	BE ARRANGED	* * *	
204	NATIONAL ELEC CODE		2	001	M W	630- 830PM	127 LA	
205	BASIC TELEPHONY	EE 105	4	001	M W	800-1100	101 LA	
			4	002	T	700-1000PM	101 LA	
					R	700-1000PM	209 SC	
211	BASIC ELECTRONICS	111, MTH151	4	001	T R	800-1100	101 LA	
			4	002	M W	1200- 300PM	101 LA	
			4	003	T	430- 730PM	207 SC	
					R	430- 730PM	101 LA	
			4	004	M	730-1030PM	207 SC	
					W	730-1030PM	101 LA	
215	DIGITAL COMMUNIC I	COREQ EE 105	3	001	M W	500- 700PM	121 LA	
221	COMPUTER PERIPHERAL	139	3	001	T R	700- 900PM	142 LA	
224	PROG CONTROLLERS	EE 123	4	001	T R	630- 930PM	127 LA	
230	COMPUTER SYSTEMS 11	139,211	4	001	M W	800-1000	305 LA	
					M	1000-1200	132 LA	
			4	002	M W	800-1000	305 LA	
					W	1000-1200	132 LA	
			4	003	M W	630- 830PM	111 SC	
					M	830-1000PM	132 LA	
			4	004	M W	630- 830PM	111 SC	
					W	830-1030PM	132 LA	
234	VAX/VMS HARDWARE	COREQ:EE235	3	001	W	900- 100PM	121 LA	
235	COMPUTER SYST 111	230 241	4	001	M W	1200- 200PM	101 FE	
					M	200- 400PM	132 LA	
			4	002	M W	1200- 200PM	101 FE	
					W	200- 400PM	132 LA	
236	COMPUTER TERMINALS	230,238,241CO:2	4	001	T R	630- 930PM	142 LA	
238	ELECT ANALOG CIRC	122 211	4	001	T R	1200- 300PM	103 LA	
			4	002	M W	630- 930PM	103 LA	
240	CAREER PRACT SEN		2	001	T R	1100-1200	207 SC	
			2	002	W	730- 930PM	207 SC	
250	MICROPROCESSORS	137 139 211	4	001	T R	800-1100	103 LA	
			4	002	T R	630- 930PM	103 LA	

EMERGENCY MEDICAL TECHNOLOGY (EMT) . . . DEPT. 55

103	EMT PRINCIPLES II	CONSENT	3	001	W	900-1200	160 OE	DUNHAM C
104	EMT TECHNIQUES II	CONSENT	3	001	W	100- 400PM	160 OE	DUNHAM C
106	EMT CLINICAL PRACT	CONSENT	3	001	* * * T	BE ARRANGED	* * *	DUNHAM C
120	AM RED CR FIRST AID		3	001	M	1100- 200PM	160 OE	
			3	002	T R	930-1100		
189	STUDY PROBLEMS	CONSENT	1-8	001	* * * T	BE ARRANGED	* * *	

ENGLISH (ENG) Dept. 24

300	WRITING LAB		0	001	M	900-1000	315 SC	
			0	002	M	1000-1100	315 SC	
			0	003	M	1000-1100	315 SC	
			0	004	M	1100-1200	315 SC	
			0	005	M	1100-1200	315 SC	
			0	006	M	1200- 100PM	315 SC	
			0	007	M	1200- 100PM	315 SC	
			0	008	M	100- 200PM	315 SC	
			0	009	M	100- 200PM	315 SC	
			0	010	M	200- 300PM	315 SC	

For more information about writing courses and a self placement survey, call 973-3647
PLEASE DO NOT PURCHASE TEXTS UNTIL YOU ATTEND YOUR FIRST CLASS.

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
ENGLISH (ENG)				Dept. 24 (Cont.)				
			0	011	M	300- 400PM	315 SC	
			0	012	M	400- 500PM	315 SC	
			0	013	M	500- 600PM	315 SC	
			0	014	M	600- 700PM	315 SC	
			0	015	M	700- 800PM	315 SC	
			0	016	M	800- 900PM	315 SC	
			0	017	T	900-1000	315 SC	
			0	018	T	1000-1100	315 SC	
			0	019	T	1100-1200	315 SC	
			0	020	T	1200- 100PM	315 SC	
			0	021	T	1200- 100PM	315 SC	
			0	022	T	100- 200PM	315 SC	
			0	023	T	200- 300PM	315 SC	
			0	024	T	300- 400PM	315 SC	
			0	025	T	400- 500PM	315 SC	
			0	026	T	500- 600PM	315 SC	
			0	027	T	600- 700PM	315 SC	
			0	028	T	700- 800PM	315 SC	
			0	029	T	800- 900PM	315 SC	
			0	030	T	900-1000	315 SC	
			0	031	T	1000-1100	315 SC	
			0	032	T	1100-1200	315 SC	
			0	033	W	1200- 100PM	315 SC	
			0	034	W	1200- 100PM	315 SC	
			0	035	W	100- 200PM	315 SC	
			0	036	W	200- 300PM	315 SC	
			0	037	W	300- 400PM	315 SC	
			0	038	W	400- 500PM	315 SC	
			0	039	W	500- 600PM	315 SC	
000	WRITING LAB		0	040	W	600- 700PM	315 SC	
			0	041	W	700- 800PM	315 SC	
			0	042	W	800- 900PM	315 SC	
			0	043	W	900-1000	315 SC	
			0	044	W	1000-1100	315 SC	
			0	045	W	1100-1200	315 SC	
			0	046	W	1200- 100PM	315 SC	
			0	047	W	100- 200PM	315 SC	
			0	048	R	200- 300PM	315 SC	
			0	049	R	300- 400PM	315 SC	
			0	050	R	400- 500PM	315 SC	
			0	051	R	500- 600PM	315 SC	
			0	052	R	600- 700PM	315 SC	
			0	053	R	700- 800PM	315 SC	
			0	054	R	800- 900PM	315 SC	
			0	055	R	900-1000	315 SC	
			0	056	R	1000-1100	315 SC	
			0	057	R	1100-1200	315 SC	
			0	058	R	1200- 100PM	315 SC	
			0	059	R	1200- 100PM	315 SC	
			0	060	R	100- 200PM	315 SC	
			0	061	F	200- 300PM	315 SC	
			0	062	F	300- 400PM	315 SC	
			0	063	F	400- 500PM	315 SC	
			0	064	F	500- 600PM	315 SC	
			0	065	F	600- 700PM	315 SC	
			0	066	F	700- 800PM	315 SC	
			0	067	F	800- 900PM	315 SC	
			0	068	F	900-1000	315 SC	
			0	069	F	1000-1100	315 SC	
			0	070	F	1100-1200	315 SC	
			0	071	F	1200- 100PM	315 SC	
010	WRITING PRACTICUM		1	001	M	900-1000	315 SC	MITCHELL B
			1	002	M	1000-1100	315 SC	SALERNO D
			1	003	M	1100-1200	315 SC	GAUGHAN J
			1	004	M	1200- 100PM	315 SC	HATCHER R
			1	005	M	100- 200PM	315 SC	WEIDNER H
			1	006	M	200- 300PM	315 SC	HATCHER R
			1	007	M	300- 400PM	315 SC	CROAKE E
			1	008	M	400- 500PM	315 SC	SALERNO D
			1	009	M	500- 600PM	315 SC	ERICKSON L
			1	010	M	900-1000	315 SC	CROAKE E
			1	011	M	1000-1100	315 SC	CROAKE E
			1	012	M	1100-1200	315 SC	HUNT B
			1	013	M	1200- 100PM	315 SC	HUNT B

If you are enrolled in English 050, 051, 091, 100 or 111, please register for one writing lab section of your choice.

If you would like to work individually on your writing or sample our writing instruction, you should elect Writing Practicum 010. Individualized instruction is provided.

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor	
ENGLISH (ENG)					Dept. 24 (Cont.)				
			1	014	M	600-700PM	315 SC	MITCHELL B	
			1	015	M	700-800PM	315 SC	MITCHELL B	
			1	016	M	800-900PM	315 SC	MITCHELL B	
			1	017	T	900-1000	315 SC	ERICKSON L	
			1	018	T	1000-1100	315 SC	ERICKSON L	
			1	019	T	1000-1100	315 SC	MINOCK D	
			1	020	T	1100-1200	315 SC	ERICKSON L	
			1	021	T	1100-1200	315 SC	MINOCK D	
			1	022	T	1200-100PM	315 SC	MINOCK D	
			1	023	T	1200-100PM	315 SC	ERICKSON L	
			1	024	T	100-200PM	315 SC	MINOCK D	
			1	025	T	100-200PM	315 SC	HATCHER R	
			1	026	T	200-300PM	315 SC	HATCHER R	
			1	027	T	300-400PM	315 SC	MINOCK D	
			1	028	T	400-500PM	315 SC	MINOCK D	
			1	029	T	500-600PM	315 SC	HUNT B	
			1	030	T	600-700PM	315 SC		
			1	031	T	700-800PM	315 SC		
			1	032	T	800-900PM	315 SC		
			1	033	W	900-1000	315 SC	MITCHELL B	
010	WRITING PRACTICUM		1	034	W	1000-1100	315 SC	GAUGHAN J	
			1	035	W	1000-1100	315 SC	SALERNO D	
			1	036	W	1100-1200	315 SC	WEIDNER H	
			1	037	W	1100-1200	315 SC	FRITTS R	
			1	038	W	1200-100PM	315 SC	CROAKE E	
			1	039	W	1200-100PM	315 SC	HATCHER R	
			1	040	W	100-200PM	315 SC	SALERNO D	
			1	041	W	100-200PM	315 SC	ERICKSON L	
			1	042	W	200-300PM	315 SC	CROAKE E	
			1	043	W	300-400PM	315 SC	CROAKE E	
			1	044	W	400-500PM	315 SC	HUNT B	
			1	045	W	500-600PM	315 SC	HUNT B	
			1	046	W	600-700PM	315 SC	MITCHELL B	
			1	047	W	700-800PM	315 SC	MITCHELL B	
			1	048	R	900-1000	315 SC	WEIDNER H	
			1	049	R	900-1000	315 SC	ERICKSON L	
			1	050	R	1000-1100	315 SC	WEIDNER H	
			1	051	R	1000-1100	315 SC	ERICKSON L	
			1	052	R	1100-1200	315 SC	WEIDNER H	
			1	053	R	1100-1200	315 SC	ERICKSON L	
			1	054	R	1200-100PM	315 SC	ERICKSON L	
			1	055	R	1200-100PM	315 SC	WEIDNER H	
			1	056	R	100-200PM	315 SC	HATCHER R	
			1	057	R	100-200PM	315 SC	WEIDNER H	
			1	058	R	200-300PM	315 SC	HATCHER R	
			1	059	R	600-700PM	315 SC	HUNT B	
			1	060	R	700-800PM	315 SC	HUNT B	
			1	061	F	900-1000	315 SC	HATCHER R	
			1	062	F	1000-1100	315 SC	SALERNO D	
			1	063	F	1000-1100	315 SC	GAUGHAN J	
			1	064	F	1100-1200	315 SC	SALERNO D	
			1	065	F	1100-1200	315 SC	HATCHER R	
			1	066	F	1200-100PM	315 SC	CROAKE E	
			1	067	F	1200-100PM	315 SC	SALERNO D	
			1	068	F	100-200PM	315 SC	GAUGHAN J	
			1	069	F	100-200PM	315 SC	WILLIAMS T	
			1	070	F	200-300PM	315 SC	CROAKE E	
			1	071	F	300-400PM	315 SC	CROAKE E	
015	TEXT EDITING		1	001	M	900-1000	315 SC	MITCHELL B	
			1	002	M	1000-1100	315 SC	SALERNO D	
			1	003	M	1000-1100	315 SC	GAUGHAN J	
			1	004	M	1100-1200	315 SC	HATCHER R	
			1	005	M	1100-1200	315 SC	WEIDNER H	
			1	006	M	1200-100PM	315 SC	HATCHER R	
			1	007	M	1200-100PM	315 SC	CROAKE E	
			1	008	M	100-200PM	315 SC	SALERNO D	
			1	009	M	100-200PM	315 SC	ERICKSON L	
			1	010	M	200-300PM	315 SC	CROAKE E	
			1	011	M	300-400PM	315 SC	CROAKE E	
			1	012	M	400-500PM	315 SC	HUNT B	
			1	013	M	500-600PM	315 SC	HUNT B	
			1	014	M	600-700PM	315 SC	MITCHELL B	
			1	015	M	700-800PM	315 SC	MITCHELL B	

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
ENGLISH (ENG) Dept. 24 (Cont.)								
			1	015	M	800-900PM	315	SC MITCHELL B
			1	017	T	900-1000	315	SC ERICKSON L
			1	018	T	1000-1100	315	SC ERICKSON L
			1	019	T	1000-1100	315	SC MINOCK D
			1	020	T	1100-1200	315	SC ERICKSON L
			1	021	T	1100-1200	315	SC MINOCK D
			1	022	T	1200-100PM	315	SC MINOCK D
			1	023	T	1200-100PM	315	SC ERICKSON L
			1	024	T	100-200PM	315	SC MINOCK D
			1	025	T	100-200PM	315	SC HATCHER R
			1	026	T	200-300PM	315	SC HATCHER R
			1	027	T	300-400PM	315	SC MINOCK D
015	TEXT EDITING		1	028	T	400-500PM	315	SC MINOCK D
			1	029	T	500-600PM	315	SC HUNT B
			1	030	T	600-700PM	315	SC
			1	031	T	700-800PM	315	SC
			1	032	T	800-900PM	315	SC
			1	033	W	900-1000	315	SC MITCHELL B
			1	034	W	1000-1100	315	SC GAUGHAN J
			1	035	W	1000-1100	315	SC SALERNO D
			1	036	W	1100-1200	315	SC WEIDNER H
			1	037	W	1100-1200	315	SC FRITTS R
			1	038	W	1200-100PM	315	SC CROAKE E
			1	039	W	1200-100PM	315	SC HATCHER R
			1	040	W	100-200PM	315	SC SALERNO D
			1	041	W	100-200PM	315	SC ERICKSON L
			1	042	W	200-300PM	315	SC CROAKE E
			1	043	W	300-400PM	315	SC CROAKE E
			1	044	W	400-500PM	315	SC HUNT B
			1	045	W	500-600PM	315	SC HUNT B
			1	046	W	600-700PM	315	SC MITCHELL B
			1	047	W	700-800PM	315	SC MITCHELL B
			1	048	R	900-1000	315	SC WEIDNER H
			1	049	R	900-1000	315	SC ERICKSON L
			1	050	R	1000-1100	315	SC WEIDNER H
			1	051	R	1000-1100	315	SC ERICKSON L
			1	052	R	1100-1200	315	SC WEIDNER H
			1	053	R	1100-1200	315	SC ERICKSON L
			1	054	R	1200-100PM	315	SC ERICKSON L
			1	055	R	1200-100PM	315	SC WEIDNER H
			1	056	R	100-200PM	315	SC HATCHER R
			1	057	R	100-200PM	315	SC WEIDNER H
			1	058	R	200-300PM	315	SC HATCHER R
			1	059	R	600-700PM	315	SC HUNT B
			1	060	R	700-800PM	315	SC HUNT B
			1	061	F	900-1000	315	SC HATCHER R
			1	062	F	1000-1100	315	SC SALERNO D
			1	063	F	1000-1100	315	SC GAUGHAN J
			1	064	F	1100-1200	315	SC SALERNO D
			1	065	F	1100-1200	315	SC HATCHER R
			1	066	F	1200-100PM	315	SC CROAKE E
			1	067	F	1200-100PM	315	SC SALERNO D
			1	068	F	100-200PM	315	SC GAUGHAN J
			1	069	F	100-200PM	315	SC WILLIAMS T
			1	070	F	200-300PM	315	SC CROAKE E
			1	071	F	300-400PM	315	SC CROAKE E
030	ENG FOREIGN BORN I		2	001	M W F	100-200PM	208	SC
			2	002	M W	700-830PM	313	SC
031	ENG FOREIGN BORN II		2	001	M W F	100-200PM	313	SC
040	BASIC WRITING - ESL	COREQ: 000	3	001	M W F	1200-100PM	313	SC
050	BASIC WRITING	COREQ: 000	4	001	M W F	900-1000	306	SC FRITTS R
			4	002	M W F	1000-1100	306	SC FRITTS R
			4	003	T R	930-1100	306	SC FRITTS R
			4	004	T R	1100-1230PM	306	SC HATCHER R
			4	005	M	600-900PM	306	SC

If you would like help in writing sentences and short paragraphs and a review of writing grammar, you should elect Basic English 050. This course requires a Writing Lab. Topics: sentences, short paragraphs, grammar/mechanics, writing lab.

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
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ENGLISH (ENG) Dept. 24 (Cont.)

091	WRITING FUND	COREQ: ENG000	4	001	M W F	800- 900	306	SC	WILLIAMS T
			4	002	M W F	900-1000	308	SC	SALERNO D
			4	003	M W F	1200- 1:00PM	306	SC	WILLIAMS T
			4	004	T R	930-1100	308	SC	SALERNO D
			4	005	T R	1100-1230PM	310	SC	WILLIAMS T
			4	006	T R	530- 700PM	306	SC	

If you plan to elect English 100 or English 111, but first want to take a refresher course in writing fundamentals, you should elect Writing Fundamentals 091. This course requires a writing lab. Topics: long paragraphs, short essays, writing lab.

100	COMMUNICATION SKILLS	COREQ: ENG 000	4	001	M W	900-1030	313	SC	ERICKSON L
			4	002	M W	1030-1200	313	SC	ERICKSON L
			4	003	M W	200- 330PM	313	SC	ERICKSON L
			4	004	M	530- 830PM	208	SC	
			4	005	T R	930-1100	211	SC	
			4	006	T R	1230- 200PM	310	SC	GAUGHAN J
			4	007	T	700-1000PM	310	SC	
			4	008	F	900-1200PM	313	SC	

102	TERM PAPER		1	001	* * * T	BE ARRANGED	315	SC	SALERNO D
			1	002	* * * T	BE ARRANGED	315	SC	SALERNO D
			1	003	* * * T	BE ARRANGED	315	SC	SALERNO D
			1	004	* * * T	BE ARRANGED	315	SC	SALERNO D
			1	005	* * * T	BE ARRANGED	315	SC	SALERNO D
			1	006	* * * T	BE ARRANGED	315	SC	SALERNO D

107	TECH COMMUNICATION	COREQ:ENG 000	3	001	T R	930-1100	310	SC	GAUGHAN J
			3	002	T R	600- 730PM	211	SC	

111	COMPOSITION I	COREQ: ENG 000	4	001	M W F	800- 900	308	SC	
			4	002	M W F	900-1000	211	SC	GAUGHAN J
			4	003	M W	900-1030	310	SC	PINCK D
			4	004	M W	1030-1200	310	SC	MINOCK D
			4	005	M W F	1100-1200	306	SC	WILLIAMS T
			4	006	M W	1100-1230PM	211	SC	
			4	007	M W F	1200- 100PM	308	SC	GAUGHAN J
			4	008	M W	1230- 200PM	310	SC	
			4	009	M W F	100- 200PM	308	SC	CROAKE E
			4	010	M W	200- 330PM	208	SC	
			4	011	M	600- 900PM	308	SC	HUNT B
			4	012	T R	800- 930	306	SC	
			4	013	T R	930-1100	313	SC	WILLIAMS T
			4	014	T R	1100-1230PM	313	SC	GAUGHAN J
			4	015	T R	1230- 200PM	308	SC	
			4	016	T R	530- 700PM	310	SC	
			4	017	T	700-1000PM	313	SC	CROAKE E
			4	018	T	600- 900PM	308	SC	HUNT B
			4	019	W	600- 900PM	306	SC	
4	020	R	600- 900PM	308	SC				
4	021	F	900-1200	310	SC				

122	COMPOSITION II	ENG 111	3	001	M W F	800- 900	310	SC	MITCHELL B
			3	002	M W F	1000-1100	308	SC	MITCHELL B
			3	003	M W	100- 230PM	306	SC	WEIDNER H
			3	004	M W	200- 330PM	310	SC	
			3	005	M W	530- 700PM	313	SC	
			3	006	T R	800- 930	313	SC	
			3	007	T R	1100-1230PM	308	SC	
			3	008	T R	200- 330PM	313	SC	
			3	009	M	530- 830PM	310	SC	WEIDNER H

If you already have completed English 111 and plan to transfer to a 4-year college, you should elect English 122. Topics: advanced research, critical essays, argumentative essays.

160	INTRODUCTION TO LIT		3	001	T R	1100-1230PM	208	SC	FRITTS R
			3	002	T	530- 830PM	208	SC	FRITTS R

Section 1 of ENG 160 emphasizes poetry only

170	INTRODUCTION TO LIT		3	001	M W F	900-1000	208	SC	WEIDNER H
			3	002	M W F	1000-1100	208	SC	CROAKE E
			3	003	T R	930-1100	208	SC	HATCHER R

175	LIT WILDERNS EXPER		3	001	R	600- 900PM	208	SC	HUNT B
181	BLACK LIT		3	001	M W	100- 230PM	211	SC	HATCHER R
210	CHILDRENS LIT		3	001	M W F	1100-1200	308	SC	CROAKE E
			3	089	T	700-1000PM			BRIGHT

213	WORLD LITERATURE		3	001	M W F	1200- 100PM	208	SC	MITCHELL B
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Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
ENGLISH (ENG)			Dept. 24 (Cont.)					
222	AMERICAN LITERATURE		3	001	M	530- 830PM	211 SC	HATCHER R
223	ENGLISH LITERATURE		3	001	M W F	1100-1200	208 SC	GAUGHAN J
260	JOURNAL WORKSHOP	ENG 111	3	001	R	600- 900PM	313 SC	WEIDNER H
261	JOURNAL WORKSHOP	ENG 260	3	001	R	600- 900PM	313 SC	WEIDNER H
270	CREATIVE WRITING		3	001	M W F	1000-1100	211 SC	WEIDNER H
			3	002	T R	100- 230PM	306 SC	ERICKSON L
			3	009	W	700-1000PM	BRGHT	
271	CREATIVE WRITING II		3	001	M W F	1000-1100	211 SC	WEIDNER H
			3	002	T R	100- 230PM	306 SC	ERICKSON L
			3	089	W	700-1000PM	BRGHT	

FINANCE (FIN) Dept. 43

FIN 43	FINANCE							
100	PERS & CONS FINANCE		3	055	T	700-1000PM	CHELS	
			3	083	W	700-1000PM	RAY	
220	PRIN OF FINANCE	ACC 122	3	001	M W	1230- 200PM	103 SC	ROSS F
			3	002	T R	700- 830PM	103 SC	

FIRE PROTECTION (FP) Dept. 79

100	INTRO TO FIRE PROT		3	001	M	600- 900PM	209 SC	
189	STUDY PROBLEMS		1-8	001	* * * * *	BE ARRANGED	* * *	
209	ADVANCED STRATEGY		3	001	R	600- 900PM	164 DE	DANGLER W
210	INTRO FIRE ADMINIS		3	001	W	600- 900PM	181 DE	
211	HYDRAULICS 11	HYDRAULICS 1	3	001	W	600- 900PM	109 SC	
216	LEGAL ASPECTS FP		3	001	M	600- 900PM	101 FE	
224	PROT SYS IN INDUST		3	001	T	600- 900PM	109 SC	

FLUID POWER (FLP) Dept. 67

111	FLUID POWER FUND		4	001	M W	930-1200	116 TI	
			4	002	T R	930-1200	126 TI	
189	STUDY PROBLEMS	CONSENT	1-8	001	* * * * *	BE ARRANGED	* * *	AGIN G
199	ON THE JOB TRAINING	CONSENT	1-6	001	* * * * *	BE ARRANGED	* * *	
201	PLUMB AND PIPEFITNG		3	001	T	430- 730 PM	ANNEXTI	
			3	002	T R	430- 600PM	ANNEXTI	MAYNARD R
213	HYDRAULIC CONTROLS		3	001	M W	930-1130	107 TI	
			3	002	T R	930-1130	116 TI	AGIN G
			3	003	T R	530- 730PM	116 TI	FALBOT F
			3	004	M W	400- 600PM	126 TI	
214	BASIC HYDRAULIC CIR	111 OR CONSENT	3	001				SCHULTZ G
			3	002	T R	1200- 200PM	116 TI	AGIN G
			3	003	T R	730- 930PM	116 TI	
			3	004	M W	630- 830PM	126 TI	
225	ADV HYDRL CIRCUITS	214 OR CONSENT	3	001	M	600-1000PM	107 TI	CARLSON A
226	PNEUMATICS		3	001	M W	1230- 230PM	126 TI	AGIN G
			3	002	W	430- 830PM	116 TI	RAMSEY L
			3	003	M	600-1000PM	116 TI	RAMSEY L

FRENCH (FRN) Dept. 18

121	CONVERSATIONAL FRN		2	060	S	1000-1200	BRIAR	
			2	094	T	700- 900PM	SALNE	
122	FIRST YEAR FRENCH	FRN 111	4	001	M WRF	900-1000	311 SC	RADICK L
			4	002	M WRF	100- 200PM	311 SC	RADICK L
			4	003	M W	600- 800PM	242 LA	
189	STUDY PROBLEMS	CONSENT	1-8	001	* * * * *	BE ARRANGED	* * *	RADICK L
224	SECOND YEAR FRENCH	FRN 213	3	001	M W F	1100-1200	311 SC	RADICK L

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
GENERAL STUDIES (GS)						Dept 15		
122	FIRST YR RUSSIAN II		4	001	M WRF	200- 30CPM	311 SC	RADICK L
139	STUDY PROBLEMS	CONSENT	1-8	001	* * * TO	BE ARRANGED	* * *	RADICK L
GEOGRAPHY (GEO)						Dept. 03		
100	GEOG AND ENVIRONMT		3	001	T	700-1000PM	210 SC	
GEOLOGY (GLG)						Dept. 34		
100	INTRD TO EARTH SCI		4	001	M W	900-1000	L3 LA	THOMAS D
			4	002	M W	800-1100	201 LA	THOMAS D
			4	001	M W	900-1000	L3 LA	THOMAS D
114	PHYSICAL GEOLOGY		4	001	M W	1200- 300PM	201 LA	THOMAS D
					T	1000-1100	201 LA	THOMAS D
						900-1200	201 LA	
GRAPHIC DESIGN TECHNOLOGY (GDT)						Dept. 77		
100	TYPOGRAPHY I		4	001	M W	900-1200	124 OE	
101	DESIGN SURVEY		2	001	T R	1000-1100	110 OE	GUASTELLA D
216	GRAPHIC REPRO	ART 112	4	001	T R	1230- 330PM	108 OE	
228	AIRBRUSH TECHNIQUES		4	001	T R	600- 900PM	124 OE	
229	TECH SCREEN PRINT	GDT 216	4	001	M W	600- 900PM	124 OE	
HEALTH SCIENCE (HS)						Dept. 56		
039	A & P REVIEW FOR PAT	COREQ HS 220	1	001	M	200- 400PM	130Z LA	
113	INTRO MED SCIENCE		2	001	T	300- 500PM	168 OE	MARTIN L
			2	002	P	100- 300PM	168 OE	MARTIN L
115	MED OFFICE LAB PROC		3	001	W	600- 900PM	168 OE	FREEL S
117	NUTRITION		2	001	W	1000-1200	181 OE	
147	GROWTH AND DEVELOPME	NUR STUDNTS/CON	3	001	T R	200- 330PM	170 OE	GODKIN E
189	STUDY PROBLEMS	NUR STUDNTS/CON	1-8	001	* * * TO	BE ARRANGED	* * *	
220	PATHOPHYSIOLOGY	NUR STUDNTS/CON	4	001	T R	100- 300PM	L3 LA	
244	MEDICAL ETHICS	NUR STUDNTS/CON	2	001	M	430- 630PM	181 OE	VANDERVEEN J
HEATING (HTG)						Dept. 81		
100	BOILER OPERATION	CONSENT	3	001	M	600- 900PM	ANNEXTI	KOWALSKI D
107	POWER PLANT ELEC II	106 OR CONSENT	3	001	T	600- 900PM	ANNEXTI	KOWALSKI D
199	ON THE JOB TRAINING	CONSENT	1-6	001	* * * TO	BE ARRANGED	* * *	
213	HEATING CONTROLS	122 AND CONSENT	5	001	M W	800-1030PM	126 TI	SWEENEY G
228	PNEUMATIC TEMP CTLS		2	001	R	700- 900PM	107 SC	RAMSEY D

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
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HISTORY (HST) Dept. 04

101	WESTERN CIV TO 1600		3	001	M W F	1000-1100	206 SC	MICKELSON J
				002	M W F	1200- 100PM	206 SC	MICKELSON J
				003	T R	930-1100	210 SC	MICKELSON J
102	WEST CIV SINCE 1600		3	001	M W F	900-1000	206 SC	MICKELSON J
				002	M W F	1100-1200	206 SC	MICKELSON J
				003	M W	200- 330PM	210 SC	REPS F
				004	T P	1100-1230PM	210 SC	REPS F
				005	W	700-1000PM	210 SC	
				055	R	700-1000PM	CHELS	
200	MICHIGAN HISTORY		3	089	M	600- 900PM	BRIGHT	
				001	T	700-1000PM	206 SC	JONES T
201	U S 1500 TO 1865		3	001	T R	200- 330PM	210 SC	REPS F
202	U S 1865 TO PRESENT		3	002	T	400- 700PM	210 SC	REPS F
				001	M W	1200- 130PM	210 SC	REPS F
				002	M	615- 915PM	210 SC	REPS F
			3	083	P	700-1000PM	AAV	

HOTEL/MOTEL MANAGEMENT (HMT) Dept. 75

100	HOSPITALITY IND ACC		3	001	M	600- 900PM	170 OE	MOORE D
104	FRONT OFFICE PRO		3	001	W	530- 830PM		WALKER
189	STUDY PROBLEMS	CONSENT	1-8	001	T	930-1030	122 SC	BEAUCHAMP J
222	LODGING MANAGEMENT	100	3	001	T R	600- 730PM	121 LA	SPOHR C
223	PRACT LODG & MGT	30 HRS IN PROGR	3	001	* * * TO	BE ARRANGED	* * *	BEAUCHAMP J

HUMANITIES (HUM) Dept. 22

101	INTRO TO HUMANITIES		3	001	M W F	900-1000	210 SC	MICKELSON J
				002	M W	330- 500PM	205 SC	THOMAS E
				003	T	700-1000PM	205 SC	SURANSKY L

INDUSTRIAL DRAFTING (ID) Dept. 63

100	TECHNICAL DRAWING		4	001	M W	900-1200	130 OE	HENTZ G
				002	T R	1230- 330PM	130 OE	HENTZ G
				003	T R	600- 900PM	130 OE	
105	PICTORIAL DRAFTING		2	001	R	900-1200	130 OE	FORD A
112	DESCRIPTIVE GEOM	100 OR CONSENT	4	001	M W	600- 900PM	134 OE	POGLIANO M
				002	W	900-1200	128 OE	FORD A
114	INDUSTRIAL DRAFTING	111	4	001	T R	600- 900PM	128 OE	HENTZ G
				002	M W	700-1000PM	128 OE	PACKARD J
121	THEORY JIGS & FIX		2	001	T	600- 900PM	107 TI	STAGER A
123	TOLERANCING CONV-GE	ID 111 OR EQUIV	2	001	R	600- 900PM	107 TI	HCGRAW M
189	STUDY PROBLEMS	CONSENT	1-8	001	* * * TO	BE ARRANGED	* * *	FORD A
199	ON THE JOB TRAINING	CONSENT	1-6	001	* * * TO	BE ARRANGED	* * *	FORD A
216	INTRO COMP AID DRAFT	100 OR CONSENT	2	001	W	100- 400PM	164 OE	FORD A
				002	R	600- 900PM	164 OE	STAGER A
				003	S	900-1200	164 OE	STAGER A
217	INTRO TO 3D CAD	ID 216, 112 OR E	2	001	M	100- 400PM	164 OE	FORD A
				002	T	600- 900PM	164 OE	
218	INTERACTIVE CAD		2	001	* * * TO	BE ARRANGED	* * *	HENTZ G
219	2-D CAD PLNG & DRWG		3	001	T R	900-1200	164 OE	STAGER A
				002	M W	600- 900PM	164 OE	STAGER A
230	ADV PRODUCT DRAFT'G	ID 107, 111	4	001	M W	500- 700PM	128 OE	PACKARD J
251	FUND OF ELECT DRAFT	111 OR CONSENT	2	001	R	800-1000	128 OE	PACKARD J
				002	M	600- 800PM	128 OE	PACKARD J
252	FUND OF ELECT DRAFT	251 OR CONSENT	4	001	M W	600- 800PM		PACKARD J

INTEGRATED MANUFACTURING (IM) Dept. 36

189	STUDY PROBLEMS	CONSENT	1-8	001	* * * TO	BE ARRANGED	* * *	AGIN G
199	ON JOB TRAINING		2-6	001	* * * TO	BE ARRANGED	* * *	AGIN GEORGE
224	ROBOTICS IV		4	001	M W	900-1200	126 TI	AGIN G
				002	T R	600- 900PM	126 TI	REBECK J

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
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INTERN-EXTERN (IE) Dept. 44

200	INTERN EXTERN	CONSENT	2-6	001	W	400- 500PM	103 SC	ARNOLD G
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MANAGEMENT & MARKETING (MGT) Dept. 47

160	PRIN OF SALES	BUS 140	3	001	T R	700- 830PM	L3 LA	
			3	094	R	700-1000PM	SALNE	
200	HUMAN REL IN BUS IN	BUS 140	3	001	M W	1200- 130PM	244 LA	
			3	002	M W	700- 830PM	105 SC	STUROCK J
			3	003	T R	1230- 200PM	106 SC	
			3	060	S	100- 400PM	BRIAR	
208	PRIN OF MANAGEMENT		3	001	M W	930-1100	108 SC	ARNOLD G
			3	002	M W	830-1000PM	105 SC	STUROCK J
			3	050	* * * T	BE ARRANGED	* * *	ARNOLD G
209	SMALL BUS MGT		3	001	M W	1230- 200PM	236 LA	ARNOLD G
			3	002	T R	700- 830PM	244 LA	ARNOLD G
			3	055	M	700-1000PM	CHELS	
220	WOMEN IN MANAGEMENT		3	001	M	530- 830PM	1302 LA	ARNOLD G
230	SUPERVISORY MGT		3	091	M W	200- 330PM	236 LA	ARNOLD G
			3	002	T R	530- 700PM	242 LA	ARNOLD G
			3	060	M	600- 900PM	BRIAR	
			3	089	W	600- 900PM	BRGHT	
240	PERSONNEL MGT	BUS 140&MGT 208	3	001	M W	530- 700PM	L3 LA	
250	PRIN OF MARKETING		3	001	T R	1100-1230PM	103 SC	ZEEB R
			3	002	M W	700- 830PM	106 SC	ROSS F
			3	050	* * * T	TO BE ARRANGED	* * *	
			3	089	T	600- 900PM	BRGHT	
260	SALES MANAGEMENT	BUS 140&MGT 160	3	001	M W	530- 700PM		ROSS F
270	ADVERTISING PRIN	MGT 250	3	001	T R	530- 700PM	238 LA	

MATHEMATICS (MTH) Dept. 30

038	BUILD MATH CONFI		2	001	M	200- 400PM	340 LA	HASTINGS J
039	BASIC MATHEMATICS		3	001	M W	900-1030	320 LA	HEALING R
			3	002	M W	900-1030	320 LA	GOLDBERG D
			3	003	M W	900-1030	323 LA	SHOWALTER M
			3	004	T R	900-1030	320 LA	HEALING R
			3	005	T R	900-1030	320 LA	SZADY S
			3	006	T R	900-1030	320 LA	GOLDBERG D
			3	007	F	900-1200	320 LA	HEALING P
			3	008	S	900-1200	320 LA	LEE A
			3	009	M W	1030-1200	320 LA	HEALING R
			3	010	M W	1030-1200	320 LA	GOLDBERG D
			3	011	M W	1030-1200	323 LA	SHOWALTER M
			3	012	T R	1030-1200	320 LA	HEALING R
			3	013	T R	1030-1200	320 LA	HEALING P
			3	014	T R	1030-1200	320 LA	BILA D
			3	015	M W	1200- 130PM	320 LA	BOTTORFF R
			3	016	M W	1200- 130PM	320 LA	BILA D
			3	017	M W	1200- 130PM	323 LA	PALAY R
			3	018	T R	1200- 130PM	320 LA	BATELL M
			3	019	T R	1200- 130PM	323 LA	HASTINGS J
			3	020	M W	130- 300PM	320 LA	BILA D
			3	021	M W	130- 300PM	320 LA	BOTTORFF R
			3	022	T R	130- 300PM	320 LA	BATELL M
			3	023	T R	130- 300PM	320 LA	BOTTORFF R
			3	024	M W	300- 430PM	320 LA	BILA D
			3	025	M	530- 830PM	320 LA	HEALING R
			3	026	M	530- 830PM	320 LA	GOLDBERG D
			3	027	M	530- 830PM	323 LA	LEWIS M
			3	028	T	530- 830PM	320 LA	MCGILL J
			3	029	T	530- 830PM	320 LA	LEE A
			3	030	T	530- 830PM	320 LA	PRICHARD L
			3	031	W	530- 830PM	320 LA	WELCH E
			3	032	W	530- 830PM	320 LA	HOAD E
			3	033	R	530- 830PM	320 LA	PRICHARD L
			3	034	R	530- 830PM	320 LA	LEE A

MATHEMATICS (MTH)

Dept. 30 (CONT.)

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
INDIVIDUALIZED INSTRUCTION FOR ALL SECTIONS OF MTH 039, 090, 097A, 097B, 163, 165, 169A, 169B, 177								
094			3	094	W	630-930PM	SALNE	SMITH G
054			3	054	h	630-930PM	CHELS	MCGILL J
055			3	055	R	630-930PM	CHELS	SMITH K
062			3	062	T	630-930PM	DEXTR	SMITH G
081			3	081	R	630-930PM	YPSI	THOMSON E
089			3	089	T	630-930PM	GRGHT	STEELE A
090			3	090	M	630-930PM	BRGHT	STEELE A
093			3	093	M	630-930PM	SALNE	SMITH K
097A			3	094	W	630-930PM	SALNE	SMITH G
INDIVIDUALIZED INSTRUCTION FOR ALL SECTIONS OF MTH 039, 090, 097A, 097B, 163, 165, 169A, 169B, 177								
097	INTRD ALGEBRA	MTH 039	4	001	T R	900-1130	342 LA	BATELL W
			4	002	M W F	1000-1140	342 LA	ROSS D
			4	003	M W	700-530PM	342 LA	SADEGDF P
097A	INTRD ALGEBRA	MTH 039	3	001	M W	900-1030	320 LA	MEALING R
			3	002	M W	900-1030	320 LA	GOLDBERG D
			3	003	M W	900-1030	323 LA	SHKALTER M
			3	004	T R	900-1030	320 LA	MEALING R
			3	005	T R	900-1030	320 LA	MEALING R
			3	006	T R	900-1030	320 LA	MEALING R
			3	007	F	900-1200	320 LA	GOLDBERG D
			3	008	S	900-1200	320 LA	MEALING P
			3	009	M W	1030-1200	320 LA	MEALING R
			3	010	M W	1030-1200	320 LA	GOLDBERG D
			3	011	M W	1030-1200	323 LA	SHKALTER M
			3	012	T R	1030-1200	320 LA	MEALING R
			3	013	T R	1030-1200	320 LA	MEALING P
			3	014	T R	1030-1200	320 LA	BILA D
			3	015	M W	1200-130PM	320 LA	BCTTORFF R
			3	016	M W	1200-130PM	320 LA	BILA D
097A			3	017	M W	1200-130PM	323 LA	HASTINGS J
			3	018	T R	1200-130PM	323 LA	BATELL W
			3	019	T R	1200-130PM	323 LA	BATELL W
			3	020	M W	130-300PM	320 LA	BATELL W
			3	021	M W	130-300PM	320 LA	BATELL W
			3	022	T R	130-300PM	320 LA	BCTTORFF R
			3	023	T R	130-300PM	320 LA	BCTTORFF R
			3	024	M W	300-430PM	320 LA	BILA D
			3	025	M W	530-830PM	320 LA	MEALING R
			3	026	M W	530-830PM	320 LA	GOLDBERG D
			3	027	M W	530-830PM	323 LA	LENTIS W
			3	028	T	530-830PM	320 LA	MCGILL J
			3	029	T	530-830PM	320 LA	LEC A
			3	030	M W	530-830PM	320 LA	PRICHARD L
			3	031	M W	530-830PM	320 LA	HOAD E
			3	032	M W	530-830PM	320 LA	PRICHARD L
			3	033	M W	530-830PM	320 LA	LEE A
			3	034	R	630-930PM	320 LA	MCGILL J
			3	054	M	630-930PM	320 LA	CHELS
			3	055	P	630-930PM	320 LA	CHELS
			3	062	T	630-930PM	320 LA	DEXTR
			3	081	R	630-930PM	320 LA	YPSI
			3	089	M	630-930PM	320 LA	BRGHT
			3	090	M	630-930PM	320 LA	BRGHT
			3	093	M	630-930PM	320 LA	SALNE
			3	094	M	630-930PM	320 LA	SALNE

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
097A	INTRO ALGEBRA	MTH 039	3	017	M W	1200- 130PM	323 LA	PALAY R
			3	018	T R	1200- 130PM	320 LA	BATELL M
			3	019	T R	1200- 130PM	323 LA	HASTINGS J
			3	020	M W	130- 300PM	320 LA	BILA D
			3	021	M W	130- 300PM	320 LA	BCTTORFF R
			3	022	T R	130- 300PM	320 LA	BATELL M
			3	023	T R	130- 300PM	320 LA	BCTTORFF R
			3	024	M W	300- 430PM	320 LA	BILA D
			3	025	M	530- 830PM	320 LA	HEALING R
			3	026	M	530- 830PM	320 LA	GOLDBERG D
			3	027	M	530- 830PM	323 LA	LEWIS M
			3	028	T	530- 830PM	320 LA	MCGILL J
			3	029	T	530- 830PM	320 LA	LEE A
			3	030	T	530- 830PM	320 LA	PRICHARD L
			3	031	W	530- 830PM	320 LA	WELCH E
			3	032	W	530- 830PM	320 LA	HOAD E
			3	033	R	530- 830PM	320 LA	PRICHARD L
			3	034	R	530- 830PM	320 LA	LEE A
			3	054	W	630- 930PM	CHELS	MCGILL J
			3	055	R	630- 930PM	CHELS	SMITH K
			3	062	T	630- 930PM	DEXTR	SMITH G
			3	081	R	630- 930PM	YPSI	THOMSON B
			3	089	T	630- 930PM	BRGHT	STEELE A
			3	090	W	630- 930PM	BRGHT	STEELE A
			3	093	M	630- 930PM	SALNE	SMITH K
			3	094	W	630- 930PM	SALNE	SMITH G

INDIVIDUALIZED INSTRUCTION FOR ALL SECTIONS OF MATH 039, 090, 097A, 097B, 163, 165, 169A, 169B, 177

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
097B	INTRO ALGEBRA	MTH 097A	3	001	M W	900-1030	320 LA	HEALING R
			3	002	M W	900-1030	320 LA	GOLDBERG D
			3	003	M W	900-1030	323 LA	SHOWALTER M
			3	004	T R	900-1030	320 LA	HEALING R
			3	005	T R	900-1030	320 LA	SZADY S
			3	006	T R	900-1030	320 LA	GOLDBERG D
			3	007	F	900-1200	320 LA	HEALING P
			3	008	S	900-1200	320 LA	LEE A
			3	009	M W	1030-1200	320 LA	HEALING R
			3	010	M W	1030-1200	320 LA	GOLDBERG D
			3	011	M W	1030-1200	323 LA	SHOWALTER M
			3	012	T R	1030-1200	320 LA	HEALING R
			3	013	T R	1030-1200	320 LA	HEALING P
			3	014	T R	1030-1200	320 LA	BILA D
			3	015	M W	1200- 130PM	320 LA	BCTTORFF R
			3	016	M W	1200- 130PM	320 LA	BILA D
			3	017	M W	1200- 130PM	323 LA	PALAY R
			3	018	T R	1200- 130PM	320 LA	BATELL M
			3	019	T R	1200- 130PM	323 LA	HASTINGS J
			3	020	M W	130- 300PM	320 LA	BILA D
			3	021	M W	130- 300PM	320 LA	BCTTORFF R
			3	022	T R	130- 300PM	320 LA	BATELL M
			3	023	T R	130- 300PM	320 LA	BCTTORFF R
			3	024	M W	300- 430PM	320 LA	BILA D
			3	025	M	530- 830PM	320 LA	HEALING R
			3	026	M	530- 830PM	320 LA	GOLDBERG D
			3	027	M	5:30- 8:30PM	323 LA	LEWIS M
			3	028	T	530- 830PM	320 LA	MCGILL J
			3	029	T	530- 830PM	320 LA	LEE A
			3	030	T	530- 830PM	320 LA	PRICHARD L
3	031	W	530- 830PM	320 LA	WELCH E			
3	032	W	530- 830PM	320 LA	HOAD E			
3	033	R	530- 830PM	320 LA	PRICHARD L			
3	034	R	530- 830PM	320 LA	LEE A			
3	054	W	630- 930PM	CHELS	MCGILL J			
3	055	R	630- 930PM	CHELS	SMITH K			
3	062	T	630- 930PM	DEXTR	SMITH G			
3	081	R	630- 930PM	YPSI	THOMSON B			
3	089	T	630- 930PM	BRGHT	STEELE A			
3	090	W	630- 930PM	BRGHT	STEELE A			
3	093	M	630- 930PM	SALNE	SMITH K			
3	094	W	630- 930PM	SALNE	SMITH G			

INDIVIDUALIZED INSTRUCTION FOR ALL SECTIONS OF MATH 039, 090, 097A, 097B, 163, 165, 169A, 169B, 177

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
MATHEMATICS (MTH) Dept. 30 (Cont.)								
114	SPECIAL NEEDS		1-6	001	M W	1200- 300PM	209 SC	MCGILL J
			1-6	002	T R	1200- 300PM	209 SC	MCGILL J
118	MATH AND THE ENVIRN		3	001	M W	700- 830PM	322 LA	HASTINGS J
151	APPLIED ALGEBRA	MTH 039	4	001	M W	1200- 230PM	242 LA	MEALING P
			4	002	T R	700- 930PM	342 LA	QUDABACK J
152	APPLIED GEOM-TRIG	MTH 097 OR 151	4	001	T R	1200- 200PM	342 LA	ROSS D
			4	002	M W	500- 700PM	340 LA	BLETCHER T
150	BASIC STATISTICS	MTH 097	4	001	M W	200- 400PM	322 LA	MCCY W
161	CHESS PRACT&THEORY		1	060	T	1000- 100PM	BRIAR	
152	ADVANCED CHESS		1	060	T	1000- 100PM	BRIAR	
163	BUSINESS MATH	MTH 039	3	001	M W	900-1030	323 LA	HASTING J
			3	002	T R	900-1030	323 LA	REMEN J
			3	003	F	900-1200	320 LA	LEWIS W
			3	004	M W	1030-1200	323 LA	HASTINGS J
			3	005	T R	1030-1200	323 LA	REMEN J
			3	006	M W	1200- 130PM	323 LA	HASTINGS J
			3	007	T R	1200- 130PM	323 LA	REMEN J
			3	008	M	530- 830PM	323 LA	WIRBEL J
			3	009	T	530- 830PM	323 LA	WIRBEL J
			3	010	W	530- 830PM	323 LA	THOMSON B
			3	054	W	630- 930PM	CHELS	MCGILL J
			3	055	R	630- 930PM	CHELS	SMITH K
			3	057	T	630- 930PM	LINCN	STRATTON C
			3	062	T	630- 930PM	DEXTR	SMITH G
			3	091	R	630- 930PM	YPSI	THOMSON B
			3	089	T	630- 930PM	BRGHT	STEELE A
			3	090	W	630- 930PM	BRGHT	STEELE A
			3	093	M	630- 930PM	SALNE	SMITH K
			3	094	W	630- 930PM	SALNE	SMITH G
INDIVIDUALIZED INSTRUCTION FOR ALL SECTIONS OF MATH 039, 090, 097A, 097B, 163, 165, 169A, 169B, 177								
165	HEALTH SCIENCE MATH	MTH 039	3	001	M W	900-1030	323 LA	HASTING J
			3	002	T R	900-1030	323 LA	REMEN J
			3	003	F	900-1200	320 LA	LEWIS W
			3	004	M W	1030-1200	323 LA	HASTINGS J
			3	005	T R	1030-1200	323 LA	REMEN J
			3	006	M W	1200- 130PM	323 LA	HASTINGS J
			3	007	T R	1200- 130PM	323 LA	REMEN J
			3	008	M	530- 830PM	323 LA	WIRBEL J
			3	009	T	530- 830PM	323 LA	WIRBEL J
			3	010	W	530- 830PM	323 LA	THOMSON B
INDIVIDUALIZED INSTRUCTION FOR ALL SECTIONS OF MATH 039, 090, 097A, 097B, 163, 165, 169A, 169B, 177								
169	INTERMEDIATE ALG	MTH 097	4	001	M W	900-1100	340 LA	PRICHARD L
			4	002	T R	900-1100	322 LA	SHOWALTER M
			4	003	T R	100- 300PM	340 LA	LEE A
			4	004	T R	500- 700PM	332 LA	BRINGARDNER S
			4	005	M W	700- 900PM	340 LA	HILL L
169A	INTERMEDIATE ALG	MTH 097	3	001	M W	900-1030	320 LA	MEALING P
			3	002	T R	900-1030	323 LA	LEWIS W
			3	003	F	900-1200	320 LA	PRICHARD L
			3	004	S	900-1200	323 LA	MCGILL J
			3	005	M W	1030-1200	320 LA	MEALING P
			3	006	T R	1030-1200	320 LA	GLOBBERG D
			3	007	M W	1200- 130PM	320 LA	MEALING P
			3	008	T R	1200- 130PM	320 LA	BILA D
			3	009	T R	130- 300PM	323 LA	HASTINGS J
			3	010	M	530- 830PM	320 LA	BILA D
			3	011	T	530- 830PM	323 LA	BATELL M
			3	012	W	530- 830PM	323 LA	LEWIS W
			3	054	W	630- 930PM	CHELS	MCGILL J
			3	055	R	630- 930PM	CHELS	SMITH K
			3	062	T	630- 930PM	DEXTR	SMITH G
			3	081	R	630- 930PM	YPSI	THOMSON B
			3	089	T	630- 930PM	BRGHT	STEELE A
			3	090	W	630- 930PM	BRGHT	STEELE A
			3	093	M	630- 930PM	SALNE	SMITH K
			3	094	W	630- 930PM	SALNE	SMITH G
INDIVIDUALIZED INSTRUCTION FOR ALL SECTIONS OF MATH 039, 090, 097A, 097B, 163, 165, 169A, 169B, 177								

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
MATHEMATICS (MTH) Dept. 30 (Cont.)								
169B	INTERMEDIATE ALG	MTH 169A	3	001	M W	900-1030	320 LA	MEALING P
				002	T R	900-1030	323 LA	LEWIS W
				003	F	900-1200	320 LA	PRICHARD L
				004	S	900-1200	323 LA	MCGILL J
				005	M W	1030-1200	320 LA	MEALING P
				006	T R	1030-1200	320 LA	GOLDBERG D
				007	M W	1200- 130PM	320 LA	MEALING P
				008	T R	1200- 130PM	320 LA	BILA D
				009	T R	130- 300PM	323 LA	HASTINGS J
				010	M	530- 830PM	320 LA	BILA D
				011	T	530- 830PM	323 LA	BATELL M
				012	W	530- 830PM	323 LA	LEWIS W
				054	W	630- 930PM	CHELS	MCGILL J
				055	R	630- 930PM	CHELS	SMITH K
				062	T	630- 930PM	DEXTR	SMITH G
				081	R	630- 930PM	YPSI	THOMSON B
				089	T	630- 930PM	BRGHT	STEELE A
090	W	630- 930PM	BRGHT	STEELE A				
093	M	630- 930PM	SALNE	SMITH K				
094	W	630- 930PM	SALNE	SMITH G				
INDIVIDUALIZED INSTRUCTION FOR ALL SECTIONS OF MATH 039, 090, 097A, 097B, 163, 165, 169A, 169B, 177								
177	TRIANGLE TRIG	MTH 097	3	001	M W	900-1030	320 LA	MEALING P
				002	T R	900-1030	323 LA	LEWIS W
				003	F	900-1200	320 LA	PRICHARD L
				004	S	900-1200	323 LA	MCGILL J
				005	M W	1030-1200	320 LA	MEALING P
				006	T R	1030-1200	320 LA	GOLDBERG D
				007	M W	1200- 130PM	320 LA	MEALING P
				008	T R	1200- 130PM	320 LA	BILA D
				009	T R	130- 300PM	323 LA	HASTINGS J
				010	M	530- 830PM	320 LA	BILA D
				011	T	530- 830PM	323 LA	BATELL M
				012	W	530- 830PM	323 LA	LEWIS W
				054	W	630- 930PM	CHELS	MCGILL J
				055	R	630- 930PM	CHELS	SMITH K
				062	T	630- 930PM	DEXTR	SMITH G
				081	R	630- 930PM	YPSI	THOMSON B
				089	T	630- 930PM	BRGHT	STEELE A
090	W	630- 930PM	BRGHT	STEELE A				
093	M	630- 930PM	SALNE	SMITH K				
094	W	630- 930PM	SALNE	SMITH G				
INDIVIDUALIZED INSTRUCTION FOR ALL SECTIONS OF MATH 039, 090, 097A, 097B, 163, 165, 169A, 169B, 177								
178	GENERAL TRIG	MTH 169	3	001	M W	830-1000	342 LA	BRINGARDNER S
				002	T R	100- 230PM	322 LA	PRICHARD L
				003	T R	530- 700PM	340 LA	LEE S
				004	M W	730- 900PM	332 LA	BLOYE R
179	PRECALCULUS	MTH 169	4	001	T R	900-1100	334 LA	BOTTORFF R
				002	M W	1200- 200PM	322 LA	SHOWALTER M
				003	T R	130- 330PM	334 LA	BILA D
				004	M W	500- 700PM	334 LA	LEE A
				005	T R	700- 900PM	242 LA	KAUFFMAN J
181	MATH ANALYSIS I	MATH 169	4	001	T R	1100- 100PM	334 LA	BOTTORFF R
182	MATH ANALYSIS II	MTH 169 AND 167	4	001	T R	700- 900PM	340 LA	LEE S
191	CALCULUS I	MTH 178, 179	5	001	M W	900-1130	332 LA	BOTTORFF R
				002	T R	900-1130	332 LA	BOTTORFF R
192	CALCULUS II	MTH 191	4	001	T R	1200- 200PM	332 LA	LEWIS W
				002	M W	500- 730PM	332 LA	BLOYE R
				003	T R	700- 930PM	332 LA	GROHMAN M
				004	M W	900-1100	340 LA	PALAY R
				005	T R	1200- 200PM	340 LA	BATELL M
197	LINEAR ALGEBRA	MTH 191	4	001	T R	530- 730PM	322 LA	ALKANA A
				002	M W	100- 300PM	332 LA	ALKANA A
				003	T R	700- 900PM	334 LA	EGAN J
293	CALCULUS III	MTH 192	4	001	T R	1100- 100PM	340 LA	PALAY R
295	DIFFERENTIAL EQUATI	MTH 192	4	001	M W	900-1100	334 LA	BATELL M

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
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MECHANICAL TECHNOLOGY (MT) Dept. 68

100	MACHINE SHOP THEORY		3	001	T	1200- 300PM	113 OE	LOWE B
			3	002	T	530- 830PM	113 DE	LOWE B
103	INTRO TO MATERIALS		3	001	M	900-1200	118 TI	NEWTON T
			3	002	M	600- 900PM	118 TI	NEWTON T
111	MACH SHOP THE&PRAC		4	001	M	800-1100	107 TI	AVERY D
					W	800-1100	118 TI	
			4	002	M W	1230- 330PM	118 TI	AVERY D
			4	003	T R	600- 900PM	118 TI	FINNEY D
			4	004	S	900- 300PM	118 TI	LOWE B
122	MACH TOOL OP SET UP	111 OR CONSENT	4	001	T R	800-1100	118 TI	AVERY D
			4	002	T R	1230- 330PM	118 TI	AVERY D
			4	003	M	600- 900PM	106 TI	AVERY D
					W	600- 900PM	118 TI	
123	MACH TOOL OP SET UP		4	001	F	900- 300PM	118 TI	LOWE B
			4	002	M	600- 900PM	106 TI	AVERY D
					W	600- 900PM	118 TI	
189	STUDY PROBLEMS	CONSENT	1-8	001	* * * TO	BE ARRANGED	* * *	AVERY D
199	ON THE JOB TRAINING	CONSENT	1-6	001	* * * TO	BE ARRANGED	* * *	AVERY D
201	MACHINE TOOL TECH	122	4	001	F	900- 300PM	118 TI	LOWE B
			4	002	M	600- 900PM	106 TI	AVERY D
					W	600- 900PM	118 TI	
240	PLT LAYOUT-MAT SYS	ID 100	4	001	M	430- 830PM	130 OE	PIANOWSKI J

MUSIC (MUS) Dept. 20

102	WCC STRING ENSEMBLE	AUDITION	2	001	T R	700- 800PM	109 AC	LAWRENCE M
103	STAGE BAND: ENSEMBLE	AUDITION	1	001	T R	1100-1230PM	109 AC	LAWRENCE M
106	JAZZ COMBO		1	001	T R	1000-1100	109 AC	SWAIN D
			1	002	M	400- 600PM	109 AC	MORDEN M
			1	003	S	1000-1200	109 AC	LAWRENCE M
109	BRASS ENSEMBLE		2	001	R	330- 530PM	100 AC	MORDEN M
136	GOSPEL CHORUS		1	001	M F	1200- 100PM	100 AC	MILLER M
140	BASIC MUSICIANSHIP		3	001	T R	100- 230PM	100 AC	LARKINS C
143	COMP: THEORY&ARRANG		2	001	T R	900-1000	111 AC	SWAIN D
146	SONGWRITING		3	001	T R	200- 330PM	109 AC	LAWRENCE M
			3	002	S	900-1200	109 AC	LAWRENCE J
147	ENTERTAINMENT LAW		2	001	W	800-1000PM	100 AC	NORTHCROSS M
149	SIGHT-SING/EAR TRAIN		2	001	M W	1200- 100PM	111 AC	SWAIN D
152	MUSIC THEORY I		3	001	R	700-1000PM	111 AC	LOYD C
157	JAZZ IMPROVISATION		2	001	M F	200- 300PM	100 AC	MORDEN M
170	AUDIO RECORDING TECH		3	001	M	600- 900PM	111 AC	MARTENS R
180	MUSIC APPRECIATION		3	001	M W F	200- 300PM	109 AC	LAWRENCE M
			3	002	T	700-1000PM	100 AC	LARKINS C
			3	094	W	700-1000PM	SALNE	
183	AFRO-AMER MUS CULT		3	001	M W F	1100-1200	109 AC	LAWRENCE M
189	STUDY PROBLEMS	CONSENT	1-8	001	* * * TO	BE ARRANGED	* * *	LAWRENCE M
204	VOICE		2	001	T R	1100-1200	100 AC	FOLK M
206	VOCAL PERFORMANCE		1	001	T	1200- 100PM	111 AC	FOLK M
210	FUNCTIONAL PIANO		2	001	R	700- 900PM	100 AC	PHIBBS K
213	INTERMEDIATE PIANO		2	001	M	700- 900PM	100 AC	PHIBBS K
225	BEGINNING JAZZ DRUM		2	001	W	230- 430PM	100 AC	
233	BEGINNING GUITAR		2	001	W	600- 800PM	100 AC	KANE S
			2	002	M	900-1100	100 AC	KANE S
236	INTERMEDIATE GUITAR		2	001	W	800-1000PM	111 AC	KANE S
239	JAZZ GUITAR		2	001	M	600- 800PM	111 AC	LAWRENCE J
			2	002	W	600- 800PM	111 AC	LAWRENCE J
242	BASS GUITAR		2	001	M	800-1000	111 AC	LAWRENCE J
249	INTRO JAZZ FLUTE		2	001	M W	1000-1100	109 AC	LOYD C
250	BEGINNING FLUTE SAX		2	001	T R	900-1000	109 AC	LOYD C
270	APPLIED VIOLIN		2	001	R	500- 700PM	109 AC	KAUFMAN D

NUMERICAL CONTROL (NC) Dept. 66

100	INTRO TO NUM CONT		3	001	T	900-1200	114 TI	
			3	002	T	600- 900PM	107 TI	
121	PROG FOR NUM CONT	NC100, MT111, MTH	3	001	W	900- 100PM	107 TI	DICK R
			3	002	W	600-1000PM	107 TI	DONAHEY J
122	N C MACHINE TOOL OP	NC121, MTH152	3	001	R	600-1000PM	114 TI	DICK R
189	STUDY PROBLEMS	CONSENT	1-8	001	* * * TO	BE ARRANGED	* * *	DICK R
224	APT 111 COM PROG	NC 121, 122	4	001	T	600-1000PM		DONAHEY J
225	NUM CONTRL GRAPHICS	NC 213	3	001	R	600-1000PM	114 TI	DONAHEY J
227	NC COORDINATE MEAS		3	001	W	600- 900PM	114 TI	HOSPADARUK R

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
NURSING (NUR) Dept. 57								
039	STATE BOARD PREP	CONSENT	1	001	T R	500- 800PM	170 OE	VANDERVEEN J
120	MED-SURG NURS PRACT	COREQ NUR 125	3	001	* * * TO	BE ARRANGED	* * *	VANDERVEEN J
121	MED-SURG NURS PRACT	NUR 120 125	3	001	* * * TO	BE ARRANGED	* * *	VANDERVEEN J
122	PHARMACOLOGY 11	NUR 111	2	001	F	1000-1200	181 OE	VANDERVEEN J
125	MED SURGICAL NURSING	NUR 100 110	3	001	M	1000-1200	181 OE	VANDERVEEN J
					RF	100- 300PM	181 OE	
126	MED SURGICAL NURSNG	NUR 120 125	3	001	M	1000-1200	181 OE	VANDERVEEN J
					RF	100- 300PM	181 OE	
189	STUDY PROBLEMS	CONSENT	1-8	001	* * * TO	BE ARRANGED	* * *	GOODKIN B
			1-8	002	* * * TO	BE ARRANGED	* * *	KNOLL G
			1-8	003	* * * TO	BE ARRANGED	* * *	VANDERVEEN J
200.	NUR ROLE TRANSITION	LEVEL 11 ADMIT	4	001	M	900-1100	170 OE	KNOLL G
					T	1100-1200	170 OE	
					W	800-1100	170 OE	
230	ADV PAR/CHLD NUR PR	COREQ NUR 235	2	001	* * * TO	BE ARRANGED	* * *	KNOLL G
			2	002	* * * TO	BE ARRANGED	* * *	KNOLL G
235	ADV PARNT CHILD NUR	NUR 200	3	001	MTW	1200- 200PM	170 OE	KNOLL G
			3	002	MTW	1200- 200PM	170 OE	KNOLL G
250	MENTHLTH NUR PRAC	COREQ NUR 255	2	001	* * * TO	BE ARRANGED	* * *	GOODKIN B
			2	002	* * * TO	BE ARRANGED	* * *	GOODKIN B
255	MENTAL HLTH NURSING	NUR 200	3	001	MTW	1200- 200PM	181 OE	GOODKIN B
			3	002	MTW	1200- 200PM	181 OE	GOODKIN B

PHARMACY TECHNOLOGY (PHT) Dept. 58

100	INTRO PHARMACY		3	001	R	600- 900PM	162 OE	
101	DRUG PRODUCTS		3	001	T	600- 900PM	162 OE	

PHILOSOPHY (PHL) Dept. 14

101	INTRO TO PHILOSOPHY		3	001	M W F	1100-1200	205 SC	THOMAS E
			3	002	M W F	1000-1100	311 SC	THOMAS E
			3	003	M W	1200- 130PM	105 SC	KIBENS M
			3	004	T R	930-1100	305 LA	KIBENS M
			3	005	T R	1100-1230PM	305 LA	KIBENS M
			3	006	W	630- 930PM	211 SC	THOMAS E
189	STUDY PROBLEMS	CONSENT	1-8	001	* * * TO	BE ARRANGED	* * *	KIBENS M
250	LOGIC		3	001	M W	130- 300PM	113 SC	KIBENS M
			3	002	W	630- 930PM	308 SC	KIBENS M

PHOTOGRAPHY (PHO) Dept. 72

090	GENERAL PHOTO		2	060	R	1000- 100PM	BRIAR	JOHNSON R
			2	081	W	700-1000PM	YPSI	KELLMAN T
			2	094	R	700-1000PM	SALNE	ROTH J
103	HISTORY OF PHOTO		2	001	T	100- 300PM	110 OE	BAIRD
111	PHOTOGRAPHY		4	001	T	800-1200	101 OE	
			4	002	R	1000-1200	101 OE	
			4	002	T	100- 500PM	101 OE	SHIELDS
			4	003	R	100- 300PM	101 OE	
			4	003	M	600- 800PM	101 OE	BURGHARDT
			4	004	W	600-1000PM	101 OE	
			4	004	M	100- 300PM	101 OE	SHIELDS
			4	004	F	100- 500PM	101 OE	
112	DARKROOM TECH	111 COREQ 113	5	001	M F	830-1200	101 OE	
			5	002	T F	600- 930PM	101 OE	
113	STUDIO TECHNIQUES	COREQ PHO 112	3	001	R	800-1200	107 OE	AUGUSTUS H
			3	002	W	600-1000PM	107 OE	SHIELDS
114	BASIC COLOR PHOTO	111	3	001	W	830-1230PM	101 OE	JOHNSON
			3	002	R	600-1000PM	101 OE	FORSHEE P
115	PHOTO RETOUCHING	PHO 111	2	001	F	100- 400PM	108 OE	TALBOT D
199	ON JOB TRAINING	CONSENT	1-6	001	* * * TO	BE ARRANGED	* * *	
229	FREE LANCE OPER	220	3	001	M	600-1000PM	107 OE	
230	SPECIALIZED STUDY	CONSENT	2-5	001	M	100- 500PM	107 OE	SHIELDS

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
PHYSICAL EDUCATION ACTIVITIES (PEA) Dept. 29								
105	NAUTILUS WGT TRAIN		2	001	T R	1000-1100	136 LA	SLEPSKY L
			2	002	T R	1100-1200	136 LA	SLEPSKY L
			2	003	T R	1200- 100PM	136 LA	SLEPSKY L
			2	004	T R	100- 200PM	136 LA	SLEPSKY L

CLASSES ARE HELD AT
ANN ARBOR COURT CLUB
2875 BROADWALK, ANN ARBOR

YOGA IS LISTED UNDER ANTHROPOLOGY

PHYSICS (PHY) Dept. 35								
105	INTRO TO PHYSICS	MTH 090/097	4	001	M W F	1000-1100	238 LA	AMUNDSEN J
3 hours of lab are required with this course								
110	APPLIED PHYSICS	MTH 090	4	001	T R	900-1200	203 LA	KAPP G
			4	002	T R	530- 830PM	203 LA	KAPP G
111	GENERAL PHYSICS	MTH 077 169 177	4	001	M W F	1200- 100PM	L2 LA	HINDS D
			4	002	M W F	1200- 100PM	L2 LA	HINDS D
3 hours of lab are required with this course								
122	GENERAL PHYSICS	PHY 111	4	001	T R	530- 700PM	238 LA	HINDS D
					R	700-1000PM	211 LA	
131	PHYSICS FOR RTH	MTH 090	3	001	M W	1200- 100PM	238 LA	FCX H
2 hours of lab are required with this course								
142	RADIOLOGIC PHYSICS	PHY 141	3	001	R	1000-1200	238 LA	HINDS D
2 hours of lab are required with this course								
211	ANALYTICAL PHYSICS	PHY 105 MTH 191	5	001	M W F	900-1100	203 LA	KAPP G
						900-1200	203 LA	
222	ANALYTICAL PHYSICS	PHY 211	5	001	M W R	200- 400PM	238 LA	AMUNDSEN J
						830-1130	207 LA	
			5	002	M W R	730- 930PM	238 LA	AMUNDSEN J
						700-1000PM	207 LA	

Physics Lab hours are 9:00 a.m. to 3:00 p.m., Monday - Thursday

POLITICAL SCIENCE (PLS) Dept. 05								
108	GOV AND SOCIETY		3	001	M W F	800- 900	110 SC	GLUSAC I
			3	002	M W F	900-1000	110 SC	GLUSAC I
			3	003	M W F	1100-1200	110 SC	GLUSAC I
			3	004	M W F	1200- 100PM	110 SC	AMARU A
			3	005	M W	100- 230PM	110 SC	GLUSAC I
			3	006	M	700-1000PM	110 SC	GLUSAC I
			3	007	T R	800- 930	110 SC	SUSNICK S
			3	008	T R	1100-1230PM	110 SC	AMARU A
			3	009	T R	530- 700PM	110 SC	SUSNICK S
			3	010	T	700-1000PM	110 SC	SUSNICK S
			3	011	W	700-1000PM	110 SC	AMARU A
			3	012	R	700-1000PM	110 SC	SUSNICK S
			3	013	S	900-1200	110 SC	HOLLAND R
			3	089	R	700-1000PM	BRIGHT	
112	INTRO AMER GOV		3	001	M W F	1000-1100	107 SC	AMARU A
			3	002	T R	1230- 200PM	107 SC	AMARU A
150	STATE AND LOCAL GOV		3	001	M W F	900-1000	107 SC	MILLER L
			3	002	M W F	1000-1100	110 SC	MILLER L
			3	003	M W F	1200- 100PM	102 SC	MILLER L
			3	004	M W F	100- 200PM	107 SC	MILLER L
			3	005	T R	930-1100	110 SC	MILLER L
			3	006	T	700-1000PM	107 SC	AMARU A
189	STUDY PROBLEMS	CONSENT	1-6	001	* * * TO	BE ARRANGED	* * *	MILLER L
211	COMPARATIVE GOV		3	001	T R	930-1100	105 SC	AMARU A

PSYCHOLOGY (PSY) Dept. 08								
100	INTRO PSYCHOLOGY		3	001	M W F	800- 900	1302 LA	CAMPBELL B
			3	002	M W F	900-1000	1302 LA	CAMPBELL B
			3	003	M W F	1000-1100	215 SC	HOY W
			3	004	M W F	1000-1100	1302 LA	MARTIN H
			3	005	M W F	1100-1200	215 SC	MCY W

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
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PSYCHOLOGY (PSY) Dept. 08 (Cont.)

			3	006	M W F	1200- 100PM	1302 LA	CAMPBELL B
			3	007	M W	100- 230PM	1302 LA	
			3	008	M W	200- 330PM	215 SC	ZAREMBA E
			3	009	T R	930-1100	215 SC	KOLLEN M
			3	010	T R	930-1100	1302 LA	CAMPBELL B
			3	011	T R	1100-1230PM	215 SC	KOLLEN M
			3	012	T R	1230- 200PM	215 SC	MCY W
			3	013	T R	200- 330PM	215 SC	KOLLEN M
			3	014	M	600- 900PM	307 SC	MARTIN H
			3	015	T	600- 900PM	215 SC	ZAREMBA E
			3	016	W	400- 700PM	215 SC	ZAREMBA E
			3	017	R	600- 900PM	215 SC	ZAREMBA E
			3	018	S	900-1200	215 SC	ZAREMBA E
			3	050	* * * TO	BE ARRANGED	* * *	MARTIN H
			3	089	T	600- 900PM	BRGHT	KOLLEN M
106	PSYCH OF AGING		2	083	R	600- 800PM	AAV	MARTIN L
137	BLACK PSYCHOLOGY		3	001	M W F	1000-1100	101 FE	ROBERTS A
114	LEARNING TO LEARN		3	001	T R	800- 930	215 SC	ZAREMBA E
			3	002	M W	1200- 130PM	215 SC	ZAREMBA E
130	BASIC ALCOHOLISM		3	001	W	600- 900PM	206 SC	ENGLISH M
150	INDUSTRIAL PSYCH		3	001	M W F	900-1000	215 SC	MARTIN H
			3	002	T R	130- 300PM	113 SC	FORD A
			3	003	W	700-1000PM	215 SC	FORD A
160	COPING WITH STRESS		3	001	T	530- 830PM	110 FE	WHITEFORD P
170	HI-TEC: IMPACT/PERS		3	060	F	1000- 100PM	BRUAR	WHITEFORD P
			3	001	T	600- 900PM	113 SC	ROBERTS A
189	STUDY PROBLEMS	CONSENT	1-8	001	* * * TO	BE ARRANGED	* * *	ZAREMBA E
			1-8	002	* * * TO	BE ARRANGED	* * *	KOLLEN M
200	CHILD PSYCHOLOGY		3	001	M W F	1100-1200	101 FE	ROBERTS A
			3	002	T R	930-1100	101 FE	ROBERTS A
			3	003	W	600- 900PM	113 SC	ROBERTS A
209	PSYCH OF ADJUSTMENT		3	001	M W F	1100-1200	113 SC	MARTIN H
			3	002	T R	1100-1230PM	1302 LA	MCY W
222	LOSSES & GRIEVING		3	001	M	600- 900PM	101 SC	HUTCHINSON D
			3	089	M	100- 400PM	BRGHT	HUTCHINSON D
257	ABNORMAL PSYCHOLOGY		3	001	M W F	1100-1200	1302 LA	CAMPBELL B
			3	002	T R	800- 930	1302 LA	CAMPBELL B
			3	003	M	530- 830PM	215 SC	KOLLEN M
			3	089	W	600- 900PM	BRGHT	

QUALITY CONTROL (QC) Dept. 70

122	SAMP QUALITY CONT		3	001	W	600- 900PM	167 OE	
199	ON THE JOB TRAINING	CONSENT	1-6	001	* * * TO	BE ARRANGED	* * *	PIERCE L
213	QUAL CONT STAT METH	101 122	3	001	T	600- 900PM	181 OE	KALAKAILO P
226	DIMEN METRO/TESTING		3	001	R	630- 900PM	181 OE	BROWN R

RADIOGRAPHY (RAD) Dept. 53

120	CLINICAL EDUCATION		2	001	T R	800- 430PM	HCSP	BAKER G
123	RADIOGRAPHIC POS	RAD 112	2	001	M	800-1100	180 OE	NELSON R
			2	002	M	100- 400PM	180 OE	NELSON R
			2	003	W	100- 400PM	180 OE	BAKER G
124	PRIN RAD EXPOSURE		3	001	W	800-1100	180 OE	NELSON R
125	RAD PROC & ANATOMY		3	001	F	900-1200	180 OE	BAKER G
127	RAD EXPOSURE LAB		1	001	W	1100- 100PM	180 OE	BAKER G
			1	002	F	100- 300PM	180 OE	BAKER G
189	STUDY PROBLEMS	CONSENT	1-8	001	* * * TO	BE ARRANGED	* * *	NELSON R
220	MGT OF RAD ENVIRON		2	001	T	900-1100	180 OE	BAKER G
225	CLINICAL EDUCATION		3	001	M W F	800- 430PM	HCSP	NELSON R
255	QUAL ASSURANCE RAD		3	001	W	630- 930PM	180 OE	FRANK C

READING (RDG) Dept. 25

040	READING		3	001	M W	1030-1200	305 SC	WARNER E
			3	002	M W	1200- 130PM	305 SC	WARNER E
			3	003	M	600- 900PM	305 SC	FARNELL A
			3	004	T R	700-1030	305 SC	BUATTI C
			3	005	T	600- 900PM	305 SC	FARNELL A
			3	006	W F	900-1030	305 SC	BAILEY J
090	PAR/CHILD READING		2	083	M	700-1000PM	AAV	

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor	
READING (RDG)					Dept. 25 (Cont.)				
100	VOCAB & SPELL POWER	MEETS 1ST HALF	2	001	R	530- 830PM	307 SC		
103	STUDY SKILLS		3	001	M W	1030-1200	307 SC	NAGEL R	
			3	002	T R	1030-1200	307 SC	BUATTI C	
104	STUDY SKILLS	MEETS 1ST HALF	2	001	R	1230- 330PM	307 SC		
			2	055	R	700-1000PM	CHELS		
105	VOC & SPELL POWER		3	001	W	500- 900PM	307 SC	BAILEY J	
			3	002	T R	1030-1200	305 SC	NAGEL R	
			3	003	M W	100- 230PM	307 SC	NAGEL R	
106	SPEED READING	MEETS 2ND HALF	2	001	R	1230- 330PM	307 SC		
			2	002	S	900-1200	307 SC	FAIRBANKS C	
107	SPEED READING	MEETS 2ND HALF	2	003	R	530- 830PM	307 SC		
			3	001	M W	900-1030	307 SC	NAGEL R	
			3	002	T R	900-1030	307 SC	NAGEL R	
			3	003	T	600- 900PM	307 SC	MCKAY S	
115	MEDICAL TERMINOLOGY		2	001	M	1000-1200	361 SC	MARTIN L	
			2	002	M	100- 300PM	361 SC	MARTIN L	
			2	003	T	1000-1200	361 SC	MARTIN L	
			2	004	T	100- 300PM	361 SC	MARTIN L	
			2	005	W	1000-1200	361 SC	MARTIN L	
			2	006	W	500- 700PM	361 SC	MARTIN L	
<p>NOTE: All students registered for RDG 115 - Medical Terminology MUST ATTEND ONE OF THESE ORIENTATION SESSIONS MONDAY, JANUARY 6, 1986 1200 - 100PM LECTURE HALL 3 OR / WEDNESDAY, JANUARY 8, 1986 800- 600PM LECTURE HALL 2</p>									
189	STUDY PROBLEMS	CONSENT	1-8	001	* * *	TO BE ARRANGED	* * *	NAGEL R	

REFRIGERATION & AIR CONDITIONING (RAC) Dept. 82

111	REFRIGERATION 1	CONSENT	5	001	M W	530- 800PM	126 TI	HANSEN J
199	ON THE JOB TRAINING	CONSENT	1-8	001	* * *	TO BE ARRANGED	* * *	
215	TROUBLE SHOOT CONT	214 AND CONSENT	5	001	T R	530- 800PM	126 TI	EBERLE G
216	SYSTEMS LABORATORY	123	5	001	T R	800-1100PM	126 TI	LAWRENCE D

RESPIRATORY THERAPY (RTH) Dept. 54

106	CHEMISTRY FOR RTH	CEM 057305B	3	001	M W F	900-1000	176 OE	REDICK M
121	BASIC EQUIP & PROC	ADM TO PROG	4	001	M W	1000-1100	176 OE	REDICK M
			4	002	M W F	1000-1200	176 OE	REDICK
			4	002	M W	1000-1100	176 OE	REDICK
			4	003	T	800-1000	176 OE	REDICK
			4	003	M W	1000-1100	176 OE	REDICK
			4	003	R	800-1000	176 OE	REDICK
122	RESPIRA PHYSIOLOGY	BIO 111&RTH 106	2	001	T R	100- 200 PM	176 OE	
123	RESP PATHOPHYS		3	001	M	1100-1200	176 OE	HAMMOND C
			3	001	T R	1000-1100	176 OE	
148	PHARM FOR RESP THER		2	001	M	800-1000	160 OE	CONLON P
149	PATH FOR RESP THER		3	001	T R	1100-1230PM	176 OE	REDICK
189	STUDY PROBLEMS	CONSENT	1-8	001	* * *	TO BE ARRANGED	* * *	REDICK M
198	GEN CLINIC PRACT I		3	001	* * *	TO BE ARRANGED	* * *	HAMMOND C
199	GEN CLINICAL PRACT II		3	001	* * *	TO BE ARRANGED	* * *	HAMMOND C
200	ADV CLINICAL PRACT	SEE CATALOG	4	001	* * *	TO BE ARRANGED	* * *	HAMMOND C
201	SPEC CLINIC PRACT		2	001	* * *	TO BE ARRANGED	* * *	HAMMOND C
202	PEDIATRIC CLINIC PR		2	001	* * *	TO BE ARRANGED	* * *	HAMMOND C
217	SEM RESP THERAPY		2	001	M	100- 300PM	176 OE	HAMMOND C
219	PEDIATRICS RESP		3	001	M W F	1200- 100PM	176 OE	KCTAJARVI C

RUSSIAN (See General Studies)

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
SECRETARIAL & OFFICE (SO)				Dept. 49				
101	TYPENWRITING		3	001	MTWR	900-1000	125 LA	
			3	002	MTWR	1000-1100	125 LA	
			3	003	MTWR	1100-1200	105 LA	CHARLTON E
			3	004	MTWR	1200- 100PM	105 LA	CHARLTON E
			3	005	M W	730- 930PM	105 LA	
			3	006	T R	730- 930PM	105 LA	
102	TYPENWRITING		3	001	T R	900-1100	105 LA	JUSTER M
			3	002	M W	100- 300PM	105 LA	
			3	003	T R	130- 330PM	125 LA	CHARLTON E
			3	004	M W	530- 730PM	105 LA	
			3	055	T	600-1000PM	CHELS	
			3	089	W	600-1000PM	BRGHT	
107	CLERICAL METH/PROC	SO 102 OR EQUI	4	001	M W	900-1100	105 LA	
			4	055	R	600-1000PM	CHELS	
130	BUSINESS MACHINES	MTH 090	3	001	T R	930-1100	123 LA	BURCH W
			3	002	M W	930-1100	123 LA	CHARLTON E
			3	003	M W	100- 230PM	123 LA	BURCH W
			3	004	M W	530- 700PM	123 LA	
			3	089	R	700-1000PM	BRGHT	
131	BEGINNING SHORTHAND		4	001	MTWRF	1100-1200	123 LA	JUSTER M
			4	002	T R	530- 800PM	123 LA	
151	WORD PROCESS PRIN		3	001	M W	930-1100	114 LA	BURCH W
			3	002	T R	930-1100	114 LA	CHARLTON E
			3	003	M	600- 900PM	114 LA	
			3	004	W	600- 900PM	114 LA	
152	IP TRANSCRIP SKILLS	SO 102	3	001	M W	900-1100	107 LA	JUSTER M
			3	002	T R	100- 300PM	107 LA	JUSTER M
			3	003	M W	530- 730PM	107 LA	
153	WORD PROC AP/BSC PRT	SO 101	2	001	T R	900-1100	116 LA	PATT J
	• SO 153 SECTIONS 001, 002, 003	MEET FIRST HALF OF SEMESTER	2	002	M W	130- 330PM	116 LA	CHARLTON E
	• SO 153 SECTIONS 004, 005, 006	MEET SECOND HALF OF SEMESTER	2	003	T R	500- 700PM	116 LA	
			2	004	T R	900-1100	116 LA	PATT J
			2	005	M W	130- 330PM	116 LA	CHARLTON E
			2	006	T R	500- 700PM	116 LA	
200	INDEPEND DIR STUDY	CONSENT	1	001	* * * TO	BE ARRANGED	* * *	JUSTER M
203	TYPENWRITING		3	001	T R	100- 300PM	105 LA	PATT J
214	M P/ADV PRACT	SO 153&102	3	001	M W	1100- 100PM	116 LA	PATT J
			3	002	T R	1100- 100PM	116 LA	BURCH W
223	MEDICAL TYPENWRITING	SO 102	3	001	F	900- 100PM	105 LA	
224	I/P FOR MED SPEC	SO 152 OR 210.1	2	001	M W	800- 900	116 LA	PATT J
225	M P SYS & PROCEDURE	151, 152, 153, 214	3	001	M W	900-1100	116 LA	PATT J
			3	002	T R	130- 330PM	116 LA	
			3	003	W	500- 900PM	116 LA	BURCH W
250	OFFICE SYS AND PROC	SO 203/EQUIV	4	001	M W	100- 300PM	125 LA	JUSTER M
			4	002	M	530- 930PM	125 LA	
SOCIOLOGY (SOC)				Dept. 09				
100	PRIN OF SOCIOLOGY		3	001	M W F	900-1000	111 SC	BYLSHA D
			3	002	M W F	1100-1200	111 SC	BYLSHA D
			3	003	T R	930-1100	111 SC	THOMPSON D
			3	004	T R	1100-1230PM	111 SC	THOMPSON D
			3	005	T R	1230- 200PM	111 SC	THOMPSON D
			3	006	W	1200- 300PM	111 SC	THOMPSON D
			3	007	R	600- 900PM	111 SC	THOMPSON D
			3	008	M W	1000-1130	109 SC	LUODS P
			3	050	* * * TO	BE ARRANGED	* * *	BYLSHA D
			3	083	T	700-1000PM	AAV	THOMAS E
			3	089	M	700-1000PM	BRGHT	
150	MARRIAGE AND FAMILY		3	001	M W F	1200- 100PM	113 SC	BYLSHA D
			3	002	W	300- 600PM	113 SC	THOMPSON D
202	CRIMINOLOGY		3	001	T R	930-1100	113 SC	BYLSHA D
			3	002	R	600- 900PM	113 SC	
			3	089	R	700-1000PM	BRGHT	
203	AGING AND SOCIETY		3	001	T	600- 900PM	111 SC	THOMPSON D
205	RACE & ETHNIC RELAT		3	001	M W	100- 230PM	206 SC	THOMAS E
207	SOCIAL PROBLEMS		3	001	M W F	1000-1100	111 SC	BYLSHA D
250	JUVENILE DELINQNCY		3	001	T R	1100-1230PM	113 SC	BYLSHA D
	SOC 250-001 MEETS WITH CJ223-002							

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
SPANISH (SPN) Dept. 21								
120	BEG CONV SPANISH		2	001	M	600-800PM	311 SC	BIEDERMAN R
			2	002	F	1000-1200	105 SC	
			2	003	W	600-800PM	311 SC	
121	INTER CONV SPANISH	SPN 111 OR EQUI	2	035	M	700-900PM	CHELS	
			2	050	W	1000-1200	BRIAP	
			2	083	T	630-830PM	AAV	BIEDERMAN R
122	FIRST YEAR SPANISH	SPN 111,120 OR	4	001	M W	1000-1200	105 SC	BIEDERMAN R
			4	002	T R	1100-100PM	105 SC	BIEDERMAN R
			4	003	T R	600-800PM	311 SC	
123	SPANISH LAB II	REQ: SPN122	1	001	T	100-300PM	202 SC	BIEDERMAN R
			1	002	W	600-800PM	202 SC	BIEDERMAN R
189	STUDY PROBLEMS	CONSENT	1-8	001	* * * T	BE ARRANGED	* * *	BIEDERMAN R
224	SECOND YEAR SPANISH	SPN 213 OR EQUI	3	001	T R	930-1100	205 SC	BIEDERMAN R

SPEECH (SPH) Dept. 23								
101	FUND OF SPEAKING		3	001	M W F	900-1000	205 SC	HANSON C
			3	002	M W F	900-1000	242 LA	GROTRIAN P
			3	003	M W F	1000-1100	CT LA	DEVEREAUX W
			3	004	M W F	1000-1100	242 LA	GROTRIAN P
			3	005	M W F	1100-1200	242 LA	GROTRIAN P
			3	006	M W F	1100-1200	CT LA	DEVEREAUX W
			3	007	M W F	1200-100PM	205 SC	HANSON C
			3	008	M W F	1200-100PM	CT LA	DEVEREAUX W
			3	009	T R	930-1100	242 LA	GROTRIAN P
			3	010	T R	1100-1230PM	205 SC	SALERNO D
			3	011	T	700-1000PM	CT LA	DEVEREAUX W
			3	012	W	500-800PM	CT LA	GROTRIAN P
			3	013	R	600-900PM	205 SC	
			3	014	M	600-900PM	205 SC	HANSON C
			3	055	T	700-1000PM	CHELS	BIXBY N
			3	081	W	700-1000PM	YPSI	
131	RADIO AND TV SPEECH		3	001	M W F	1000-1100	205 SC	HANSON C
			3	002	M W	100-230PM	205 SC	HANSON C
152	ACTING FOR THEATRE		3	001	T R	930-1100	CT LA	DEVEREAUX W
189	STUDY PROBLEMS	CONSENT	1-8	001	* * * T	BE ARRANGED	* * *	DEVEREAUX W
			1-8	002	* * * T	BE ARRANGED	* * *	HANSON C
			1-8	003	* * * T	BE APRANGED	* * *	GROTRIAN P

STUDENT PERSONNEL SERVICES (SPS) Dept. 07								
100	CAREER PLAN SEMINAR		3	001	T	100-400PM	206 SC	GREINER M
			3	055	M	630-930PM	CHELS	
102	INDEP STDY CAR PLAN		1	001	* * * T	BE ARRANGED	* * *	GREINER M
CONTACT INSTRUCTOR AFTER REGISTERING								

TECHNICAL COMMERCIAL ART (TCA) Dept. 73								
103	FASHION ILLUSTRATION		2	001	T R	1230-230PM	124 OE	
120	COMMERCIAL RENDERING		4	001	T R	900-1200	108 OE	MARTIN J
226	COMMERCIAL DISPLAYS		4	001	M W	100-400PM	124 OE	
236	SPECIALIZED STUDY	CONSENT	2-6	002	T	1230-130PM	108 OE	MARTIN J
			2-6	003	T R	900-1000PM	108 OE	

WELDING & FABRICATION (WF) Dept. 71								
100	FUND OF WELDING		2	001	M	100-500PM	125 OE	GRAY D
			2	002	T	100-500PM	125 OE	HALL C
			2	003	T	600-1000PM	125 OE	FIGG W
			2	004	W	600-1000PM	125 OE	FIGG W
			2	005	W	800-1200	125 OE	GRAY D
			2	006	F	800-1200	125 OE	HALL C
			2	007	R	800-1200	125 OE	FIGG W
			2	008	T	800-1200	125 OE	HALL C
			2	009	W	100-500PM	125 OE	GRAY D
			2	010	M	600-1000PM	125 OE	FIGG W
			2	011	R	600-1000PM	125 OE	FIGG W
			2	012	W	800-1200	125 OE	GRAY D

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
WELDING & FABRICATION (WF) Dept. 71 (Cont.)								
101	ACETYLENE WELDING		2	013	S	800-1200	125 OE	HALL C
			2	001	W	800-1200	125 OE	GRAY D
			2	002	T	100- 500PM	125 OE	HALL C
			2	003	M	600-1000PM	125 OE	FIGG W
			2	004	W	600-1000PM	125 OE	FIGG W
			2	005	F	800-1200	125 OE	HALL C
			2	006	R	800-1200	125 OE	HALL C
			2	007	M	800-1200	125 OE	GRAY D
			2	008	T	800-1200	125 OE	HALL C
			2	009	M	100- 500PM	125 OE	GRAY D
			2	010	W	100- 500PM	125 OE	GRAY D
			2	011	T	600-1000PM	125 OE	FIGG W
102	ARC WELDING		2	012	R	600-1000PM	125 OE	FIGG W
			2	013	S	800-1200	125 OE	HALL C
			2	001	M	100- 500PM	125 OE	GRAY D
			2	002	T	600-1000PM	125 OE	FIGG W
			2	003	W	600-1000PM	125 OE	FIGG W
			2	004	F	800-1200	125 OE	HALL C
			2	005	R	600-1000PM	125 OE	FIGG W
			2	006	M	600-1000PM	125 OE	FIGG W
			2	007	R	800-1200	125 OE	HALL C
			2	008	T	100- 500PM	125 OE	HALL C
			2	009	M	800-1200	125 OE	GRAY D
			2	010	T	800-1200	125 OE	HALL C
103	HELI-ARC WELDING		2	011	W	800-1200	125 OE	GRAY D
			2	012	W	100- 500PM	125 OE	GRAY D
			2	013	S	800-1200	125 OE	HALL C
			2	001	M	100- 500PM	125 OE	GRAY D
			2	002	W	600-1000PM	125 OE	FIGG W
			2	003	T	500-1000PM	125 OE	FIGG W
			2	004	W	100- 500PM	125 OE	GRAY D
			2	005	R	800-1200	125 OE	HALL C
			2	006	M	600-1000PM	125 OE	FIGG W
			2	007	R	600-1000PM	125 OE	FIGG W
			2	008	F	800-1200	125 OE	HALL C
			2	009	T	100- 500PM	125 OE	HALL C
104	SOLDERING & BRAZING		2	010	M	800-1200	125 OE	GRAY D
			2	011	T	800-1200	125 OE	HALL C
			2	012	W	800-1200	125 OE	GRAY D
			2	013	S	800-1200	125 OE	HALL C
			2	001	R	600- 800PM	125 OE	FIGG W
			2	002	R	800-1000	125 OE	HALL C
111	OXY-ACETYLENE WELD		2	003	T	800-1000	125 OE	HALL C
			2	004	T	600- 800PM	125 OE	FIGG W
			2	005	S	800-1200	125 OE	HALL C
			4	001	T	100- 500PM	125 OE	HALL C
			4	002	F	800-1200	125 OE	HALL C
112	ARC WELDING		4	002	M W	100- 500PM	125 OE	GRAY D
			4	003	M W	800-1200	125 OE	GRAY D
			4	004	T R	800-1200	125 OE	HALL C
			4	005	T R	600-1000PM	125 OE	FIGG W
			4	006	M W	600-1000PM	125 OE	FIGG W
			4	001	M W	100- 500PM	125 OE	GRAY D
123	ADV OXY-ACETYLENE		4	002	M W	800-1200	125 OE	GRAY D
			4	003	M W	800-1200	125 OE	GRAY D
			4	004	T R	800-1200	125 OE	HALL C
			4	005	M W	600-1000PM	125 OE	FIGG W
			4	006	T	100- 500PM	125 OE	HALL C
			4	001	F	800-1200	125 OE	HALL C
124	ADV ARC WELDING		4	002	T R	600-1000PM	125 OE	FIGG W
			4	003	M W	100- 500PM	125 OE	GRAY D
			4	004	T R	800-1200	125 OE	HALL C
			4	005	M W	600-1000PM	125 OE	FIGG W
			4	006	T	100- 500PM	125 OE	HALL C
			4	001	F	800-1200	125 OE	HALL C

Course No.	Title	Prerequisite	Cr	Section No.	Days	Hours	Room	Instructor
WELDING & FABRICATION (WF) Dept. 71 (Cont.)								
189	STUDY PROBLEMS	CONSENT	1-8	001	* * * T	BE ARRANGED	* * *	GRAY D
			1-8	002	* * * T	BE ARRANGED	* * *	FIGG W
			1-8	003	* * * T	BE ARRANGED	* * *	HALL C
199	ON THE JOB TRAINING	CONSENT	1-6	001	* * * T	BE ARRANGED	* * *	GRAY D
200	LAYOUT THEORY WELD		2	001	W	1200- 200PM	125 OE	HALL C
210	WELD METALURGY		3	001	R	1200- 300PM	125 OE	HALL C
215	ADV TIG MIG WELD		4	001	M W	800-1200	125 OE	GRAY D
			4	002	T R	800-1200	125 OE	HALL C
			4	003	M W	100- 500PM	125 OE	GRAY D
			4	004	T	100- 500PM	125 OE	HALL C
					F	800-1200	125 OE	
			4	005	M W	500-1000PM	125 OE	FIGG W
			4	006	T R	600-1000PM	125 OE	FIGG W
226	SPECIAL WELD PROCEED		4	001	M W	100- 500PM	125 OE	GRAY D
			4	002	M W	600-1000PM	125 OE	FIGG W
			4	003	M W	800-1200	125 OE	GRAY D
			4	004	T R	800-1200	125 OE	HALL C
			4	005	T R	600-1000PM	125 OE	FIGG W
			4	006	T	100- 500PM	125 OE	HALL C
					F	800-1200	125 OE	
227	BASIC FABRICATION	CONSENT	3	001	F	600-1000PM	125 OE	FIGG W
229	SHAPE CUTTING OPER		3	001	R	1200- 330PM	113 OE	FIGG W

WOMEN'S STUDIES (WS) Dept. 06

1048	WOMEN IN HISTORY		1	001	R	1000-1100	1408 SC	REPS F
109	WOMENS HEALTH CARE		3	001	W	700-1000PM	101 FE	JOHNSON
115	ASSERT TRAIN/WOMEN		3	001	R	100- 400PM	105 SC	CRAYKE
			3	002	T	700-1000PM	101 FE	BROWN
203	ADV WOMENS STUDIES	WS 102,103,OR C	2	001	T	1100- 100PM	1408 SC	ROBERTS S

Washtenaw Community College

Main Campus:
4800 East Huron River Drive, Ann Arbor, Michigan

Automotive Center:
5115 Carpenter Road, Ypsilanti, Michigan

Activities Building, Technical Industrial Building, Community Park, Student Center Building, Occupational Education Building, Liberal Arts & Sciences Building, Family Education Building, Athletic Field, Huron River Dr., Lot A, Lot B, Lot C, Catherine McAuley Health Center, Ann Arbor, Ypsilanti, I-94, US-23, US-12, AUTOMOTIVE SERVICES BUILDING, Clerk Rd.

Washtenaw Community College provides a wide variety of career related, general education and personal enrichment classes. Sessions are offered days, evenings and weekends on the Main Campus and at the Automotive Center as well as in outreach locations. Child care, placement, financial aid services available. Call today for more information at (313)973-3300.

COURSE DESCRIPTIONS

In this section descriptions of all credit courses offered during the Winter session at Washtenaw Community College are listed alphabetically. Credit-free classes are listed on pages 74-77.

The number of hours each class meets per week is indicated if it is different from the number of credit hours for the class (i.e., 3 credit hours = 3 hours of class per week). This applies to a 15 week session. During short terms the number of class hours per week increases.

Two courses available to students in most career programs are Study Problems and On-The-Job Training.

189. STUDY PROBLEMS 2-8 credit hours

Prerequisite: Consent of area coordinator

Directed activities in major occupational and selected general education areas; a period of concentrated effort to an assigned problem working with faculty or a recognized specialist in the occupation; the demonstration of the individual's understanding and skill development within the selected occupation or area.

199. ON-THE-JOB TRAINING 1-6 credit hours

The College offers cooperative occupational experience programs to interested and qualified students in both the Occupational and General Education areas. These programs are designed to produce a learning situation (training station) which would not be possible to reproduce in a campus environment.

The student may be placed in a training station in business and industrial firms as well as educational, institutional and governmental establishments. Training station assignments may be arranged on (a) a half-day basis (b) daily alternating work and study (c) alternating work and study each semester (d) a summer experience program.

Students planning to enroll for credit must first review their plans with their advisors and the Instructional Coordinator or Associate Deans to obtain approval. No more than six credits may be applied to a certificate of achievement and no more than twelve credits may be applied to Associate Degree requirements.

ACCOUNTING (ACC 41)

ACC 091. FUNDAMENTALS OF ACCOUNTING I 3 credit hours

Prerequisite or Corequisite: MTH 090

Introduces the student to the theory and practice of modern double-entry accounting systems and procedures. Emphasis placed on journalizing and posting, adjusting and closing books and the preparation of financial statements. Designed for the non-accounting major; does not give transfer college credit.

ACC 092. FUNDAMENTALS OF ACCOUNTING II 3 credit hours

Prerequisite: ACC 091

A continuation of Fundamentals of Accounting 091, which includes purchases, sales, inventories, depreciation, accruals, and the end of the year procedures with financial statements. Designed for non-accounting majors and does not give transfer college credit.

ACC 111. PRINCIPLES OF ACCOUNTING 3 credit hours

Prerequisite or Corequisite: MTH 163 or MTH 167

An introductory course of accounting principles and theory with emphasis on the accounting cycle, receivables and payables, depreciation, inventories, payroll, deferrals and accruals, systems and controls. Required of all Accounting majors and Business Administration transfer students.

ACC 122. PRINCIPLES OF ACCOUNTING 3 credit hours

Prerequisite: ACC 111

A continuation of Principles of Accounting 111 covering partnerships, corporations, and an introduction to cost accounting, budgets and analysis of financial reports. Required of all Accounting majors and Business Administration transfer students.

ACC 131. COMPUTERIZED ACCOUNTING 3 credit hours

Prerequisite: AAC 092 or AAC 111

Accounting applications (General Ledger, Accounts Receivable, Accounts Payable, Depreciation and Payroll) are presented and mastered on the

microcomputer in such a manner that no prior knowledge of microcomputers is required. This course does not teach computer programming, but is intended to train the student to become an intelligent user of accounting software on the microcomputer.

ACC 200. PERSONAL TAX ACCOUNTING 3 credit hours

Prerequisite: ACC 111 or equivalent

An introductory course in federal and state personal income taxes, federal and state payroll taxes, and other general taxes.

ACC 225. MANAGERIAL COST ACCOUNTING 3 credit hours

Prerequisite: ACC 122

Principles and procedures for measuring and controlling costs. Cost-volume profit relationships, job order accounting, budgets, standard costs, relevant costs, process accounting. Required of Accounting majors. Offered Winter Semester only.

ANTHROPOLOGY (ANT 01)

ANT 150. RELIGIONS OF THE WORLD 3 credit hours

The anthropological study of the religious beliefs and practices of non-literate people as well as major religions of the world.

ANT 189. STUDY PROBLEMS

IN ANTHROPOLOGY 1-8 credit hours

Prerequisite: Consent of instructor

Directed activities in Anthropology. These activities are individualized. A specific problem/issue is studied, or a special project is assigned. (Hours arranged.)

ANT 201. INTRODUCTION TO CULTURAL

ANTHROPOLOGY 3 credit hours

A study of the stages of man's cultural development beginning with hunting and gathering and ending with the development of the state. Change in contemporary peasant societies will also be studied. This course is taught as a television course using the program series "Faces of Culture."

ART (ART 17)

ANT 211. INTRODUCTION TO THE PHILOSOPHY AND PRACTICE OF YOGA 3 credit hours

An Introduction to the system of Hatha Yoga and the philosophy of realized knowledge.

ANT 222. PHILOSOPHY AND PRACTICE OF YOGA II 3 credit hours

Prerequisite: ANT 211

A continuation of Anthropology 211, relating the system of Hatha Yoga to Hindu tradition.

ARCHITECTONICS (ARC 61)

ARC 100. SPECIFICATIONS 1 credit hour

Prerequisite: ARC 117

An introduction to building construction specifications. The organization and preparation of specifications for construction contracts.

ARC 109. SITE LAYOUT 3 credit hours

A lecture and field course dealing with the principles of site layout of construction projects. Approved site plans, builders level transit, tape chain and preferred equipment are demonstrated and used.

ARC 111. ARCHITECTURAL DRAWING I 6 credit hours

An introduction to light frame construction and requirements including the preparation of working drawings for the construction of structures classified as "Light Frame Structures." (12 hours per week)

ARC 120. MECHANICAL AND ELECTRICAL SYSTEMS IN BUILDINGS 3 credit hours

The drafting of mechanical and electrical systems in buildings from prepared design data is emphasized. A laboratory course with lectures related to the laboratory. Students must have drafting instruments.

ARC 122. ARCHITECTURAL DRAWING II 6 credit hours

Prerequisite: ARC 111

Preparing architectural presentation drawings from diagrammatic sketches, pictures, surveys and conference notes. The student is taught to develop preliminary studies, presentation drawings and working drawings for an architectural project utilizing masonry construction. (12 hours per week)

ARC 150. PRESENTATION DRAWINGS AND MODELS 4 credit hours

Comprehensive knowledge of and manual skills to make perspective drawings for pictorial presentation, scale models showing site conditions with topography, simple methods for rendering drawings, shades and shadows on architectural drawings, photographs of models for simulated comparison of proposed building to proposed building site.

ARC 208. ESTIMATING CONSTRUCTION COSTS II 2 credit hours

Prerequisite: ARC 207

Advanced course in estimating construction cost. For large scale construction projects using methods taught in Construction Estimating 207.

ARC 210. STRUCTURE IN ARCHITECTURE 2 credit hours

Prerequisite: PHY 111 recommended

An introduction to the use of structural systems (steel, timber, and reinforced concrete, etc.). Design fundamentals of simple structural components are emphasized.

ARC 213. ARCHITECTURAL DRAWING III 6 credit hours

Prerequisite: ARC 122

Major problems in architectural detailing are studied through the preparation of drawings and details for a moderate sized building such as a school or church. (12 hours per week)

ARC 224. ARCHITECTURAL DRAWING IV 6 credit hours

Prerequisite: ARC 213

Major problems in architectural drawing are studied through the preparation of program and drawings for a large size building project such as a shopping center or multi-story structure. (12 hours per week)

ART 101. DRAWING AND PAINTING 3 credit hours

For students with no previous studio work who wish to experience an introductory art course and develop individual creative expression. Instruction in the fundamentals of color and composition involving basic use of art media. Not intended to take the place of Basic Drawing III or Painting 114.

ART 111. BASIC DRAWING I 4 credit hours

Introduction to fundamentals of drawing. Through projects students are given experience in basic problems and issues of drawing. Emphasis on the training of the eye and the hand. Course serves as a basis for those who wish to improve their ability to think and articulate in visual terms. (6 hours per week)

ART 112. BASIC DESIGN 4 credit hours

Study of two dimensional structures through the exploration of the elements of art: line, value, shape, texture, color. The visual recognition that the predominance of the whole constitutes the composition of its parts. Emphasis on experimentation and imagination to arrive at visual ordering. (6 hours per week)

ART 120. PORTRAIT PAINTING AND LIFE DRAWING 4 credit hours

Working from live models, students study anatomy, techniques in drawing and painting and visual expression. Multi-media. Clay modeling. Prefer some art background, although not required. (6 hours per week)

ART 122. BASIC DRAWING II 4 credit hours

Prerequisite: ART 111

Complex problems of drawing are explored with greater emphasis placed on individual solutions. Several new media are introduced. (6 hours per week)

ART 123. BASIC DRAWING II 4 credit hours

Prerequisite: ART 112 or consent

Three dimensional design is studied through a series of carefully conceived projects for which individual solutions are sought. Investigation of form, volume and structure with a variety of materials of different properties. (6 hours per week)

ART 130. ART APPRECIATION 3 credit hours

An inquiry into the ways in which art reflects, extends and shapes experience. Art of the past and the present as a statement of our human condition. Class discussion, short papers and projects.



AUTO BODY REPAIR (ABR 59)

Students enrolling in the Auto Body Repair Program will be required to furnish basic tool sets. They will also be required during their training to add to the tool sets so they will be equipped upon completion of their programs.

ABR 111. AUTO BODY REPAIR FUNDAMENTALS 4 credit hours

Repairs made on damaged body panels while studying the working properties of automobile sheet metal and basic damage conditions. Analyzing typical damage conditions and establishing accepted repair procedures are part of course. (8 hours per week)

ABR 112. AUTO REFINISHING FUNDAMENTALS 4 credit hours

Methods and procedures used with automobile refinishing materials. Acrylic lacquers and enamels used to spray paint automobile body panels and complete automobiles. Proper use of refinishing materials and the development of basic skills and procedures used in the trade. (8 hours per week)

ABR 113. LIGHT BODY SERVICE 1 credit hour

Principles of alignment and servicing of body components. Students exposed to the adjustments of various designs of hinges, latches, window regulators and the problems involved in servicing body trim, hardware and the sealing of water and dust leaks. Correct fit and the function of body parts are stressed. (4 hours per week, 7½ weeks)

ABR 114. APPLIED AUTO BODY WELDING 1 credit hour

Demonstration-lab course develops basic welding skills used in auto body repair. Types of welded joints used to repair or replace damaged panels with special emphasis on joint construction and heat control. (4 hours per week, 7½ weeks)

ABR 123. BODY REPAIR APPLICATIONS 4 credit hours

Prerequisite: ABR 111

Continuation of Auto Body Repair 111. Lab work includes actual repair jobs to develop all of the basic bumping skills. Emphasis placed on quality and work habits. (8 hours per week)

ABR 124. AUTO REFINISHING APPLICATIONS 4 credit hours

Prerequisite: ABR 112

Continuation of units in Auto Body Repair 112. Lab assignment on actual automobiles provides opportunity to improve skills, matching of high metallic colors using modern spot repair and color blending techniques, as well as overall refinishing. (8 hours per week)

ABR 127. MAJOR REPAIR FUNDAMENTALS 2 credit hours

Prerequisite: ABR 111 and WF 101

Use of hydraulic jacking equipment to repair sheet metal damage. Lab work includes set up of typical push or pull operations and straightening procedures used on major collision damages. (4 hours per week)

ABR 219. MAJOR REPAIR PROCEDURES 4 credit hours

A detailed study of the automobile body that includes use of hydraulic jacks and accessories to make repairs common to the front, side and rear sections of automobiles damaged by collision. Repair jobs to provide the student diversified experience on body trim and hardware, replacement and aligning various body components. (8½ hours per week)

ABR 220. ENAMEL REFINISHING PRACTICES 4 credit hours

Prerequisite: ABR 124

Study of modern acrylic and polyurethane enamels which includes surface preparation, mixing and application of solid and metallic colors. Actual cars and light trucks provide the student diversified experience and skill development. (8 hours per week)

ABR 230. SPECIALIZED STUDY 2-8 credit hours

Prerequisite: Consent

Students utilize periods of concentrated effort on assignments in selected areas of the auto body repair field. Students work with instructor consultation to demonstrate development within the selected area of general collision service, body shop organization and management, or estimating automobile physical damage. (8-16 hours per week)

AUTOMOTIVE SERVICE (AS 60)

Students enrolling in the automotive service programs will be required to furnish basic tool sets. They will also be required to add to the tool sets during their period of training so they will be equipped for employment upon completion of their program.

AS 043. BASIC TUNE-UP I 1 credit hour

This course deals with the procedure of doing a minor tune-up. It will cover theory of the ignition system (both conventional and electronic.) There will be time provided to perform these service operations on your own vehicles. Operations will include replacing spark plugs, replacing and adjusting ignition points and condenser, setting ignition timing and adjusting the carburetor.

AS 059. CONSUMER CAR CARE 1 credit hour

This course is an introduction to the basic principles of operation and service of today's automobiles. (Does not include tune-up.) The course will include the following: orientation, personal auto familiarization, basic automobile operation, safety, battery service, cooling system service, lubrication, oil and filter service, wheel bearing service, tire service and brake inspection.

AS 110. AUTOMOTIVE SERVICE FUNDAMENTALS 2 credit hours

Students will learn basic theory, diagnosis, service and repair skills needed to enter a technical automotive service curriculum. Instruction will center on safety, tools, measurement, fasteners, and specialized automotive equipment. Service basics will include cooling, lubricating and exhaust systems. Students with quality automotive experience are encouraged to articulate or test out of this course. Those not interested in a career in Auto Service are encouraged to take Consumer Base classes.

AS 111. ENGINES 2 credit hours

Prerequisite or Corequisite: AS 110

Students will develop skills and understanding of the automobile engine and related service procedures for the most common engine service complaints. Using text, tools, manuals and automobiles in a laboratory setting, the student will perform service on the upper half of the modern automobile engine. This is the first half of a complete engine repair sequence. Students are encouraged to take this course early in their schooling but must have, or be developing, the skills offered in AS 110, Automotive Service Fundamentals, to expect success.

AS 113. MANUAL TRANSMISSIONS AND DRIVETRAINS 2 credit hours

Prerequisite or Corequisite: AS 110

Students will be guided through a fast moving curriculum of theory, diagnosis and servicing of manual transmissions, transaxles, drive lines and transfer cases. The focus of instruction will be on clutches, constant velocity joints, and common service procedures, as well as in-depth study of transaxles, transfer cases and other manual gear units.

This course is the first course in a 4 course transmission sequence. It should be taken early so graduation will not be delayed because of offerings. The skills of 110 Automotive Service Fundamentals are essential to deal with the intricacies of driveline theory and repair.

AS 116. AUTOMOTIVE ELECTRONICS 2 credit hours

Prerequisite or Corequisite: AS 110

Students will be introduced to basic electricity theory and practice. Using automotive components and laboratory exercises the learning will progress from the theory of Ohms Law and component function, total diagnosis, service and/or repair of battery, charging system and cranking circuits.

Electricity is a vital component in almost every phase of auto service. It is recommended that 116 be one of the first courses taken to build a strong foundation for advanced automotive courses.

AS 118. FUEL SYSTEMS 2 credit hours

Prerequisite or Corequisite: AS 110

Students will experience demonstrations, laboratory exercises and discussion designed to develop an understanding of basic fuel system operation and factors affecting its performance.

Objectives are designed to build a strong understanding of carburetion, emission controls, fuel injection theory and their components. Emission systems will be introduced and basic service procedures will be practiced. The knowledge obtained in PHY 110 Applied Physics, provides an excellent base of theory for successful completion of this course.

AS 121. ENGINE REPAIR 2 credit hours
Prerequisite: AS 111

Using the skills developed in 111, the student will increase their understanding of the automobile engine through study and lab activities focused on the block and its components' repair. Text, tools, comprehensive manuals and special tools will aid the student in complete engine disassembly, repair, reassembly and operation. Students must have the skills offered in 111 to enter the class.

AS 125. BRAKE SYSTEMS 2 credit hours
Prerequisite or Corequisite: AS 110

Students will be guided through each component of the brake system. Using text, tools, manuals, and live automobiles, the theory of brakes and function of components will be stressed, preparing the student to perform comprehensive brake service required in later classes. This is the introductory automotive brakes class and must be followed by the second in the sequence. Completion of the first semester auto service courses are recommended to get full benefits of the course.

AS 126. ELECTRICAL SYSTEMS 2 credit hours
Prerequisite: AS 116

Theory and application of automotive electronics systems. Includes construction and servicing of starting, charging and ignition systems.

AS 128. FUEL SYSTEM SERVICE 2 credit hours
Prerequisite: AS 118

Students will build on the theory learned in 118 Fuel Systems. Instruction will center on the service and repair of fuel system components to include carburetors, fuel injection and emission system components. Test equipment will be stressed, as well as the interaction of the systems. This is the second course in the fuel sequence. Students are encouraged to enroll in this class the semester immediately following 118 so as to reinforce the concepts learned. Involvement in automatic electronics will enhance your learning in this course.

AS 129. DIAGNOSIS AND REPAIR I 2 credit hours
Prerequisite: AS 110, AS 111, AS 113, AS 116, AS 118

This course is designed to provide you with the basic diagnosis and repair skills necessary to properly service late model automobiles. Specialized areas of instruction include engines, electrical systems, fuel systems and drive trains. Cooling, lubrication and exhaust system service is also included.

AS 160. SMALL ENGINE REPAIR 2 credit hours
This course covers the complete teardown and assembly of a small air cooled engine. It covers in detail theory and operation of Briggs & Stratton, Tecumseh, and Kohler engines which constitute about 80% of the lawnmowers, garden tractors, tillers, mini-bikes, etc. in the area.

AS 212. AUTOMATIC TRANSMISSIONS—MECHANICAL 2 credit hours
Prerequisite: AS 113

Complete live automatic transmission overhaul is featured in this course. Principles of operation and diagnosis are also included. The development of high standards of workmanship is given special emphasis.

AS 214. STEERING AND SUSPENSION SYSTEMS 2 credit hours
Prerequisite: AS 124

This is an advanced course involving diagnosis and service procedures of front and rear wheel drive suspension and steering systems. Emphasis on proper removal and replacement of components will be stressed. It is essential that students have all required hand tools and have successfully completed AS 124 Wheel Balance and Alignment, or have previous alignment experience.

AS 215. BRAKE SYSTEM SERVICE 2 credit hours
Prerequisite: AS 125

Using live cars where possible, the student will develop skills in repairing

brake systems. Concentration will be on factory technique and accepted field practice. Skills will include drum, rotor, hydraulic system and mechanical system inspection and service.

AS 216. ELECTRICAL CIRCUITS 2 credit hours
Prerequisite: AS 126

Theory and application of automotive electronic circuits and accessories. Includes construction and servicing lighting systems, gauges, warning devices, windshield wipers and solid state devices.

AS 218. ENGINE PERFORMANCE DIAGNOSIS 2 credit hours
Prerequisite: AS 111, AS 126, AS 128

This course is designed to incorporate the basic skills learned in AS 116, 126, 111, 121, and 128, into a working diagnostic and repair sequence. Extensive use of live vehicles to enable students to learn in as close to a real situation as possible.

AS 222. AUTOMATIC TRANSMISSION—HYDRAULIC SYSTEMS 2 credit hours
Prerequisite: AS 212

An application of hydraulic fundamentals to automatic transmission operation is provided. Diagnosis of transmission problems is featured, with emphasis on understanding basic transmission functions.

AS 230. PRACTICAL FIELD EXPERIENCE 2 credit hours
Prerequisite: Fourth semester student

This course is 40 hours of work experience in the field alongside an experienced licensed mechanic and work experience in auto service building. Also included is a one hour per week seminar to discuss work experiences.

BIOLOGY (BIO 27)

BIO 101. CONCEPTS OF BIOLOGY 4 credit hours

Basic principles and concepts of biology studied in lecture and laboratory with emphasis on their practical application and their effects on the environment. For the non-science student, but basic introduction for advanced biology courses. Lecture and laboratory. (6 hours per week)

BIO 102. HUMAN BIOLOGY 4 credit hours
Structure, function and the place of humans in the biological world are studied in lecture and laboratory. Labs involve use of microscopes, dissection, observation and measuring techniques. Course covers basic anatomy and physiology of all body systems. (6 hours per week)

BIO 111. ANATOMY AND PHYSIOLOGY 5 credit hours
Survey of the basic structures, functions and the dysfunctions of the human body designed for students pursuing a Health Occupations curriculum. Coverage of the systems of the body is in a logical sequence with emphasis on practical applications to various health fields. Lab experiences include relevant applications of information and principles. (7 hours per week)

BIO 128. ZOOLOGY 4 credit hours
Prerequisite: BIO 101 or permission

Field and laboratory investigations providing a detailed study of classification, evolutionary relationships, structure and function of the animal kingdom considered in lecture and laboratory. For the student with a general interest in animals and to provide a basis for further work in zoology. (6 hours per week)

BIO 131. OUTDOOR GARDEN PREPARATION 2 credit hours
The Winter Semester course deals with the propagation of plants from cuttings and seeds. The maintenance and care of indoor plants. Most class sessions will be held in the College Greenhouse. All plants used will be identified and students will be able to increase their collections of houseplants and grow vegetable plants for transplanting in the garden when weather permits. Identification and control of insect pests discussed along with soil testing and proper use of fertilizers.

BIO 137. ORNAMENTAL INDOOR PLANTS 2 credit hours
This course is designed for the person who enjoys houseplants and wants to learn more about them. Selection and growth of ornamental indoor

plants from seeds and cuttings will highlight the course. Every student should be able to increase his or her collection of houseplants by at least fifteen different varieties. Proper care of houseplants will be stressed, relating to soil, potting, transplanting, watering, fertilizers, insects, control of growth and flowering.

BIO 237. MICROBIOLOGY 4 credit hours
Prerequisite: BIO 101 or permission of instructor.

Micro-organisms and their activities studied in lecture and laboratory. (9 hours per week)

BIO 259. FIELD STUDY OF COMMON PLANTS 1 credit hour
Non-woody higher plants are studied with emphasis on identification.

BLACK STUDIES (BLS 10)

BLS 107. BLACK PSYCHOLOGY 3 credit hours
(See Psychology 107)

Psychological dynamics of the Black experience. An assessment of socio-cultural factors that determine the Black psyche.

BLS 120. PORTRAIT PAINTING AND LIFE DRAWING 4 credit hours
(See Art 120)

Working from life models, students study anatomy, techniques in drawing and painting and visual expression. Multi-media. Clay modeling. Prefer some art background, although not required. (6 hours per week)

BLS 181. BLACK LITERATURE 3 credit hours
(See English 181)

A critical analysis of Black emotions in the world of literature with the goal of raising the level of Black consciousness. Introduction to contemporary Black literature, letters and thought.

BLS 183. MUSIC OF THE AFRICAN-AMERICAN CULTURE (AFROMUSICOLOGY) 3 credit hours
(See Music 183)

An ethnomusicology approach to African-American music aimed to combine the resources of history, anthropology, psychology and musicology to examine the music and its meaning within Black cultures. Deals with the socio-cultural aspects of the Black man's life style, traditions and mores as the motivation for Black expression in the arts.

BLUEPRINT READING (BPR 64)

BPR 100. BLUEPRINT READING 2 credit hours
Elementary blueprint reading for the construction trades. Emphasis is on the development of visualization skills and the study of practices and symbols for interpreting construction prints. Smaller scale construction projects studied.

BPR 101. BLUEPRINT READING II 3 credit hours
Fundamentals of blueprint reading as applied to the manufacturing industry. Basic drafting principles studied as applied to specific problems. Designed for pre-engineers, draftsmen, machine operators, machine repairmen, inspectors, welders and supervisors.

BPR 106. BLUEPRINT READING FOR WELDERS 3 credit hours
Blueprint reading for welders is designed for the welders responsible for properly locating weld on the weldment and determining weld size, contour, weld length, type of filler metal and any applicable welding procedures.

BPR 110. BLUEPRINT READING FOR CONSTRUCTION TRADES 2 credit hours
Prerequisite: BPR 100

Advanced blueprint reading for persons in the construction trades. Emphasis on the application of blueprint reading, principles and fundamentals to the construction process. Large scale construction projects are the base of instruction.

BUSINESS (BUS 46)

BUS 100. INVESTMENTS 1 credit hour

A course designed to acquaint students with various aspects of financial investments. Topics to be covered include: corporate securities investment banking, financial statement analysis, over-the-counter market and other phases of financial investments.

BUS 107. WOMEN IN THE WORKPLACE 1 credit hour

An inquiry into the economic and social factors affecting women in the workplace. An opportunity to become familiar with current literature on the working woman and to examine attitudes towards women and attitudes of working women.

BUS 111. BUSINESS LAW I 3 credit hours

Text and case study of the general laws applicable to business covering the nature of law courts and court procedures, contracts, real and personal property, wills and trusts and negotiable instruments. BUS 111 is offered all semesters. Will transfer to EMU as their BUS 293.

BUS 122. BUSINESS LAW II 3 credit hours

Prerequisite: BUS 111

Text and case study of agency relationships, formation and operation of partnerships, formation and operation of corporations, security laws, sales agreements and debt relationships. BUS 122 is offered only Winter Term. Will transfer to EMU with departmental consent.

BUS 140. INTRODUCTION TO BUSINESS 3 credit hours

Functions, objectives, problems, organization, and management of modern business. The free-enterprise system of business-economic activity and the impact of the consumer and governmental forces upon the system. Develops insight into vital role of the administrative function in our economy as a whole and in the operation of a single business unit. Practical orientation in the career opportunities available in business and industry. This course is also taught as a television course using the program series "The Business File."

BUS 207. BUSINESS COMMUNICATION 3 credit hours

Oral and written communication skills as they relate to business enterprise. Emphasis on social and psychological aspects and the public relations function of business communication. Importance of clarity, conciseness, accuracy and appropriateness of tone in all types of business communication. Includes business correspondence and reports and the gathering, preparation, organization and presentation of data.



CHEMISTRY (CEM 33)

CEM 057. INTRODUCTORY CHEMISTRY 3 credit hours

A preparatory course for the student with no background in high school science or algebra. May be taken by students wishing to improve their chemistry background before taking Chemistry 111, Chemistry 105, or by the student desiring an exposure to chemistry. Introductory Chemistry Laboratory 058 is recommended. (3 hours per week)

CEM 058. INTRODUCTORY CHEMISTRY LABORATORY 1 credit hour

Prerequisite or Corequisite: CEM 057
A laboratory experience in basic chemical laboratory practices and procedures. Introductory Chemistry Laboratory 058 should be elected to accompany Introductory Chemistry 057. (3 hours per week)

CEM 105. FUNDAMENTALS OF CHEMISTRY 4 credit hours

Prerequisite: High school chemistry or CEM 057
A study of the principles of chemistry surveying the major topics in chemistry. For students with interests in nursing or other health related areas. May also serve as a general science elective. (6 hours per week)

CEM 111. GENERAL CHEMISTRY I 4 credit hours

Prerequisites: High school chemistry and one year high school algebra or CEM 057
A beginning general college chemistry course. Includes the laws of chemical combination, states of matter, atomic and molecular structure, bonding and other basic principles. Lectures and laboratory. (6 hours per week)

CEM 122. GENERAL CHEMISTRY II 4 credit hours

Prerequisite: CEM 111
A continuation of General Chemistry I, including ionic equilibria, qualitative analysis and quantitative analysis. Laboratory work includes the qualitative identification of unknown substances and quantitative determinations using elementary instrumental techniques. (8 hours per week)

CEM 140. ORGANIC BIOCHEMISTRY 4 credit hours

Prerequisite: CEM 105 or CEM 111
An introduction to organic and biochemistry, for those going into nursing and the health services. The study of structure and functional groups of organic compounds, structure of biological molecules, mechanism of enzyme-catalyzed reactions, equilibria involved in exchange and transport of oxygen and carbon dioxide, acid-base balance, and bioenergetics. Lectures and Laboratory. (6 hours per week)

CEM 222. ORGANIC CHEMISTRY II 5 credit hours

Prerequisite: CEM 122 and CEM 211
A continuation of Organic Chemistry I involving the study of the derivatives of aliphatic and aromatic compounds. Laboratory will stress techniques used in the preparation and handling of organic compounds. Lectures and laboratory. Normally offered Winter Semester only. (9 hours per week)

CHILD CARE WORKER (CCW 76)

CCW 103. ALTERNATIVE PROGRAMS IN CHILD CARE 3 credit hours

Philosophy and theory of programs in child care. Exploration of traditional, open, Montessori, Piaget Based, Head Start, parent involvement, and kindergarten programs. Daytime observations of area child care centers will be frequently assigned.

CCW 105. PRACTICUM I 3 credit hours

Supervised teaching at the WCC Children's Center. Students work in the classroom, supervised by a qualified teacher at the Center. One hour per week is spent attending a practicum seminar. Opportunities for observation, planning and participation dependent on the student's readiness. To be taken during first semester in Child Care Worker for program orientation. Credit may be arranged for students with past experience working at a licensed child care center. Contact the coordinator to arrange credit.

In order to reserve available blocks of time, students are required to arrange supervised teaching hours at WCC Children's Center before registration. (9 hours per week)

CCW 106. PRACTICUM II 3 credit hours

Prerequisite: CCW 105 and completion of 30 credit hours of CCW Program
An advanced continuation of CCW 105. Students who completed CCW 105 on campus will be required to select an off-campus placement for CCW 106. See staff for assistance. If CCW 105 was completed off-campus, CCW 106 must be completed on campus.

In order to reserve available blocks of time, students are required to arrange supervised teaching hours at WCC Children's Center before registration. (9 hours per week)

CCW 110. SOCIAL/EMOTIONAL DEVELOPMENT 3 credit hours

A multi-cultural approach to the study of the personality development during the first six years of life. Exploration of the characteristics and needs that emerge with each developmental stage with emphasis on methods, suggestions and practical guides for meeting these needs. Emphasis on child management in the child care setting.

CCW 114. PRACTICUM III 4 credit hours

Prerequisite: CCW 105 and 106; must have completed or be completing 54 credit hours of CCW program (last semester in CCW program)
The student will be assigned full responsibility as a practicing head teacher for a classroom of children for several weeks during the semester. Advance lessons and active participation as an assistant teacher will be required.

In order to reserve available blocks of time, students are required to arrange supervised teaching hours at WCC Children's Center before registration. (12 hours per week)

COMPUTER INFORMATION SYSTEMS (CIS 40)

CIS 100. INTRODUCTION TO COMPUTERS 3 credit hours

This course teaches computer novices how to use computers, together with the terms and concepts needed to make use of them. This course emphasizes how to use a microcomputer, and how to use powerful software packages such as spreadsheet, word processing, and database. Structured computer programming is introduced and some practice is provided. The course teaches the basic vocabulary of computers, how computers are used in home, business, and government, the basic cycle of computer operation, input and output devices, how computers follow directions and store information. This course is also taught on television using the program series "The New Literacy."

CIS 105. MICROCOMPUTER PROGRAMMING FOR BEGINNERS 2 credit hours

Student will gain insight to computer organization, how it works in layman's terms, develop (through lectures and exploring graduated exercises and assignments) skills necessary to identify problems and develop simple BASIC programs to solve them.

CIS 111. COMPUTER CONCEPTS 3 credit hours

This course introduces basic terminology and concepts of computer information systems, which includes a basic discussion of hardware and software with an emphasis on business applications. Students will learn to use application software on both a large computer system in a timesharing environment and on micro-computers.

CIS 112. COMPUTER FUNCTIONS 3 credit hours

Prerequisite or Corequisite: CIS 111
This course is a continuation of CIS 111. Students develop logic and code programs in a high level language such as BASIC. Other topics include introduction to database management systems, data communications and distributed processing.

CIS 115. PROGRAMMING LOGIC 3 credit hours

Prerequisite: CIS 112
Students learn development of structured solutions to business computer problems using flowcharting techniques, pseudo code and other structured development tools.

CIS 130. PASCAL FOR BUSINESS AND INDUSTRY 3 credit hours

Prerequisite: CIS 112. Corequisite: CIS 115

This is a first course in Pascal covering structured algorithm development and branching and looping techniques. Strong emphasis will be placed on the use of procedures and functions and efficient passing of parameters. Data structures, including arrays and records will be covered. (3 hours per week)

CIS 131. FORTRAN FOR BUSINESS AND INDUSTRY 3 credit hours

Prerequisite: CIS 115 or consent

In addition to basic input/output, computation and branching techniques, this course will cover Do-loops, arrays, functions and subroutines. Features of FORTRAN 77 will be utilized, when appropriate, to develop structured programs for business and industry.

CIS 136. BASIC FOR BUSINESS AND INDUSTRY 3 credit hours

The principles of the BASIC language using structured techniques will be taught. Entry and retrieval of data, mathematical operations, comparison and control statements, subscripted variables and functions as well as data files and formatted output will be addressed. Students write BASIC programs, then enter and run them on microcomputers or computer terminals.

CIS 137. RPG 3 credit hours

Prerequisite: CIS 112

A problem oriented approach is used to develop skills in using the Report Program Generator language. This course covers arithmetic operations, comparing, table handling and file building on auxiliary storage media.

CIS 141. COMPUTER OPERATIONS I 3 credit hours

This is the study of computer systems including input/output devices, mass storage, the central processing unit and software with emphasis on their operation. Students gain hands-on experience performing a realistic multi-job assignment and using the devices about which they have studied. The interrelationships between system hardware, software and personnel are covered. Other topics include the importance of job documentation, standards manuals and error logs. Lecture and lab. (4 hours per week)

CIS 142. COMPUTER OPERATIONS II 3 credit hours

Prerequisite: CIS 141

This is the study of supervisory software, utilities and other software which comprise an operating system. Topics covered include job control languages, dumps and management of systems, storage, processor and devices. Lab exercises involve cold starts, initializing disk packs and monitoring and running a computer system. Students also practice skills to become employable. Lecture and lab. (4 hours per week)

CIS 170. COBOL I 4 credit hours

Prerequisite: CIS 130 or consent

This is an introductory course in the COBOL language covering basic input/output, arithmetic, and comparing operations. Structured programming is emphasized and business applications including headings, totals, and control breaks will be discussed. Several programs will be written to illustrate these topics. Lecture. (4 hours per week)



CIS 238. ASSEMBLER 3 credit hours

Prerequisite: CIS 130 or consent

Principles of Assembly language. Course will emphasize use of the 8088 Assembler on the IBM PC. The 8088 microprocessor organization and machine code will be discussed as preliminary information to the use of the Assembler.

CIS 273. ADVANCED COBOL 3 credit hours

Prerequisite: CIS 272

This course covers advanced topics in the COBOL language. Students will use alternate input and output devices including magnetic disk and access methods for sequential and indexed files. Emphasis will be placed on structured program design including implementation and documentation. Students write programs.

CIS 275. C PROGRAMMING LANGUAGE 3 credit hours

Prerequisite: CIS 130 or consent

An introductory course in the C programming language. The intended audience is experienced programmers. Most features of the C language will be discussed so that the student who successfully completes the course will be capable of versatility in using C. Emphasis is placed on structured programming techniques and sound documentation.

CIS 282. SMALL SYSTEM DATA BASE 3 credit hours

Prerequisite: CIS 130 or consent

This course presents the theory and concepts underlying the use of database environments in today's integrated business information systems. The features and relative merits of relational, network and hierarchical data models are discussed; and the significance of database administration and security are emphasized. Students will apply the theoretical concepts to realistic case studies. Lecture. (3 hours per week)

CIS 288. SYSTEMS ANALYSIS AND DESIGN 3 credit hours

Prerequisite: CIS 130 or consent

This course surveys computer applications and techniques in major areas of business; business structure; analytical communication with system users; principles of package software evaluation and acquisition; planning schedules and resource requirements for software development; program testing and installation procedures; principles of software development monitoring; structured walkthroughs and other programmer communication; and producing software development specifications.

**COMPUTER SCIENCE
(CPS 31)**

CPS 183. INTRO TO BASIC PROGRAMMING 4 credit hours

Prerequisite: MTH 097

This course is designed for people with or without prior computer experience. Students will learn the capabilities and special features of BASIC as it appears on popular home computers, or on a time-sharing system. Largely a hands-on course, students will write and execute a wide variety of programs designed to teach programming principles, and principles of problem solution. Topics include program structure, file structure, menu-driven programs, string manipulation, arrays, sorting, searching, report generation, CAI, simulation, entertainment. This course is offered every term.

CPS 186. INTRO TO PASCAL PROGRAMMING 4 credit hours

Prerequisite: MTH 169

This course has a transfer program orientation. An introduction to the principles and practices of the Pascal programming language is presented. Designed as a teaching tool for programming concepts, Pascal has become the preferred language of computer science departments. Students will learn about problem-solving strategies, top-down program development and good programming style. Students will write and execute approximately 8 programs in Pascal leading up to a significant final project. This course is offered every term.

CPS 187. INTRO TO FORTRAN PROGRAMMING 4 credit hours

Prerequisite: MTH 169

An introduction to the principles and practices of the FORTRAN 77 programming language is presented. FORTRAN is designed for the

science or business student who will use the computer as a tool in sorting, classifying, scheduling, performing complex or repetitive calculations, or evaluating models through simulation. Students will learn about problem-solving strategies, top-down program development, and good programming style. Students will write and execute approximately 8 programs in FORTRAN 77 leading up to a significant final project. This course does transfer to some four-year institutions and is offered every term.

CPS 286. ADVANCED PASCAL PROGRAMMING 4 credit hours
Prerequisite: CPS 186 or CPS 294

This course has a transfer program orientation. The student is assumed to have a basic knowledge of Pascal. The more advanced features of Pascal and of scientific and data structure programming in general are covered. Students will write and execute several Pascal programs utilizing recursion, files and libraries, sorting and dynamic data structures such as stacks, queues, linked lists, trees and hash tables. At least two of these will be large programs. This course is normally offered in the Winter Term.

CPS 290. PROGRAM DESIGN METHODOLOGIES 4 credit hours
Prerequisite: CPS 286, CPS 287 or CPS 288

This course has a transfer program orientation. Techniques and methodologies of designing computer programs are presented. The course will illustrate the importance of a good design in the implementation of any large computer program. Topics include: structured programming, program testing and verification, and debugging methods. Students will design and implement one major computer system.

CRIMINAL JUSTICE (CJ 78)

CJ 100. INTRODUCTION TO CRIMINAL JUSTICE 3 credit hours
An in-depth look at the Criminal Justice System to include Law Enforcement, Courts and Corrections. With a study as to their individuality and purposes.

CJ 111. POLICE/COMMUNITY RELATIONS 3 credit hours
Role of individual officer and the department in achieving and maintaining public support. Customs, culture, and problems of ethnic and minority groups. Public information services. Techniques for the alleviation of community tensions.

CJ 122. THE CORRECTIONAL SYSTEM 3 credit hours
The correctional system from historical to contemporary times. Includes probation, parole and new treatments which are geared to deal with the first offender and repeater.

CJ 205. APPLIED PSYCHOLOGY FOR POLICEMEN . . . 3 credit hours
Principles of psychology, relevant to specific applications in law enforcement, major psychological theories viewed from perspective of their application to law enforcement practices.

CJ 208. CRIMINAL EVIDENCE AND PROCEDURE 3 credit hours
Adjectival law, the law of evidence; role of the police, prosecutor, defense counsel, judge and jury; the judicial process; criminal procedure in various courts; law of arrest and search and seizure; and constitutional restraints. Principles of constitutional, federal and state laws as applied to law enforcement.

CJ 209. CRIMINAL LAW 3 credit hours
For either lawyer or layman. Designed to broaden the understanding of the student concerning the various agencies involved in the administration of criminal law. Emphasis on the more important law enforcement functions from arrest to executive pardon.

CJ 223. JUVENILE JUSTICE 3 credit hours
The major emphasis of this course is on problems of law enforcement related to juvenile crime. Major topics covered include theories of juvenile delinquency, work of youth agencies, legislative involvement and new approaches to the prevention of juvenile crime.

CJ 224. CRIMINAL INVESTIGATION 3 credit hours
A basic overview of investigative techniques as they pertain to many criminal justice agencies, to include the police. Course deals with the practical applications at crime scenes.

CJ 225. SEMINAR IN CRIMINAL JUSTICE 3 credit hours
A unifying experience and evaluation of criminal justice systems, policies and practices. Preparation of a concluding research paper is required in this course.

CULINARY ARTS (CUL 74)

CUL 100. INTRODUCTION TO HOSPITALITY INDUSTRY MANAGEMENT 3 credit hours
Designed to give the student the history of the hospitality industry, trends, developments and opportunities in the industry today. An introduction to the study of the organizational structure and functions of management.

CUL 110. SANITATION AND HYGIENE 3 credit hours
Communicates the importance of sanitation to the hospitality worker, layman's bacteriology, communicable diseases, food poisoning, pest control, cleaning and sanitizing; personal hygiene. Students who complete this course and pass the exams receive National and State Sanitation Certification.

CUL 111. ELEMENTARY FOOD PREPARATION 6 credit hours
Development of standards of food preparation, portion control, service techniques, sanitation, receiving and storage of food and materials. Students identify foods and equipment and demonstrate proper use. Laboratory and lecture. (14 hours per week)

CUL 118. PRINCIPLES OF NUTRITION 3 credit hours
General principles of nutrition as they pertain to selection of foods, nutritional needs of all age groups; the meaning of food to people; the relationship of food and nutrition to health menu planning.

CUL 150. DINING ROOM MANAGEMENT 6 credit hours
Focusing on the point of sale, the students will be provided with an opportunity to apply managerial responsibility in the "front of the house." Special emphasis is placed on various styles of table service, sales and promotion, training, follow up and supervisory skills. Laboratory and lecture. (12 hours per week)

CUL 210. GARDE MANAGER 4 credit hours
Prerequisite: CUL 111
Building upon elementary cold food preparation procedures, students progress to more complex, classical preparations, techniques and presentations. Food material utilization, buffet salads, vegetable carving, food decorating techniques and garnish techniques. (6 hours per week)

CUL 219. ELEMENTARY BAKING 4 credit hours
Prerequisite: CUL 111
A course in baking including yeast doughs, hot breads, muffins, puff pastry doughs, fillings, glazes, basic cake decorating and desserts. (6 hours per week)

CUL 222. QUANTITY FOOD PRODUCTION 6 credit hours
Prerequisite: CUL 111
Application of techniques learned in Elementary Food Production course. Students have opportunities throughout course to learn expert preparation of soups, sauces, meals, breads, desserts, salads, appetizers and vegetables. (14 hours per week)

CUL 224. PRINCIPLES OF COST CONTROLS 4 credit hours
Selection and purchasing of foods and materials used in the hospitality industry. Course will involve analyzing all related costs that affect production and service in the foods and hospitality industry (foods, beverage, labor and supplies).

CUL 225. ADVANCED BAKING AND PASTRY 4 credit hours
Prerequisite: CUL 219
Experience through involvement in production using advanced baking skills, cake decorating, piping gel, puff pastry, Danish and breads, including work with pastry buffet display pieces, such as pas lillage, nougat work, pulled sugar and other classical pastry items. (6 hours per week)

CUL 260. CATERING AND BANQUETS 3 credit hours
Prerequisite: CUL 111

The complete process of planning and serving banquets will be taught; including use of facilities, promotion, menu planning, food purchasing costs, labor costs and production. The students will practice in actual development of banquets from inception to service.

DANCE (DN 16)

DN 101. BEGINNING MODERN DANCE I 2 credit hours

Warmup stretches, strengthening exercises and movement sketches introduce the student to the range of modern dance movement. Students learn to become aware of their own bodies and the infinite range of creative movement possible to them.

DN102. BEGINNING MODERN DANCE II 2 credit hours

Prerequisite: DN 101 or equivalent

The basic outline of stretches, strengthening exercises and movement work continues at a more challenging level. A complete routine is taught.

DN 103. BEGINNING TAP DANCE I 1 credit hour

An opportunity to learn basic tap dance vocabulary which will be incorporated into traditional steps and dance routines. Total body awareness and rhythmical enjoyment will be emphasized.

DN 105. BEGINNING JAZZ DANCE I 2 credit hours

This course will give the student a wide range of movement to use for self expression and physical enjoyment. Jazz exercise and dances will stretch and tone the body while developing better coordination and rhythm.

DN 106. BEGINNING JAZZ DANCE II 2 credit hours

Prerequisite: DN 105 or equivalent

An experience in moving intended for the student with jazz dance background who wants to work on proficiency of jazz movement and stylized dancing.

DN 107. BEGINNING BALLET I 2 credit hours

An overview of ballet technique and steps intended for the student who wants to work on body awareness and alignment and skillful execution of movement while enjoying ballet's inherent beauty.

DN 108. BEGINNING BALLET II 2 credit hours

Prerequisite: DN 107 or equivalent

A continuation of beginning ballet steps and movement for the student who wants to work on improving proficiency of execution.

DN 110. AFRO-AMERICAN DANCE I 1 credit hour

To introduce the basic movements used in American "boogie," jazz, Dixieland, modern and Latin dance. The focus of the class is to identify these movements and relate them to their ancestral African and African/American dance heritage.

DN 122. BALLROOM DANCE I 1 credit hour

Students will learn the basics of good social dance so that they can feel comfortable in any dance situation. They will learn how to lead, follow, and dance the most popular and most useful dances: fox trot, waltz, swing, cha-cha, rhumba, polka and hustle. Designed for those with limited or no experience or for those who wish to review the basics.

DN 123. DANCE EXERCISE I 1 credit hour

Designed for the student who is looking for a slower paced dance exercise program, this choreographed program of stretching, simple dance routines, and reducing, all set to various types of music, will help trim and recondition the body while providing an excellent starting or re-entry point for a fitness program. Students will be encouraged to develop a total fitness program. Discussion of nutrition and the learning of simple relaxation techniques will also be a part of this class where no prior dance or exercise experience is required.

DN 125. DANCE COMPOSITION I 3 credit hours
Prerequisite: Any dance activity class

This course will familiarize students with the components of dance and the process of phrase creation. An opportunity to learn manipulation of various dance forms in order to develop a performance idea will be discussed. Students will learn to choreograph a performance, audition and choose dancers, rehearse and present to an audience. Some background knowledge in dance activity courses is helpful, as this course consists of lecture and activity components.

DN 201. CLASSICAL DANCES OF INDIA 2 credit hours

An opportunity to learn the dance forms that were systematized by the sages of India centuries ago. Dances are performed to Indian music and incorporate many Yoga postures. This class is for anyone interested in Indian mythology, philosophy and Yoga.

DN 210. AFRO-AMERICAN DANCE II 1 credit hour

Prerequisite: DN 110 or equivalent

To further the student's dance vocabulary using basic African/Afro-American movements employed in the "boogie," jazz, Dixieland, modern and Latin dance. Emphasis is to build confidence through the use of movement combinations; traditional African/Afro-American movement; exploring solo creation, and learning at least one Afro-American dance. Performance is encouraged, but not mandatory.

DN 222. BALLROOM DANCE II 1 credit hour

Prerequisite: DN 122 or equivalent

Students will perfect the basics of good social dance so that they can excel in any dance situation. They will learn advanced patterns in fox trot, waltz, swing, cha-cha, rhumba, polka and hustle. They will be introduced to tango, mambo and samba. Designed for those who have previous ballroom dance.

DN 223. DANCE EXERCISE II 1 credit hour

Prerequisite: DN 123 or equivalent

This class is designed for the student who is in reasonable physical shape. Students in this dance exercise class will learn choreographed warm-up, aerobic, strengthening, and cool down routines that will help condition the heart and lungs and help keep the body flexible and toned. All routines are set to various types of music. To encourage students to develop a total fitness program, discussion of nutrition and the learning of simple relaxation techniques will be included.

DN 224. DANCE EXERCISE III 2 credit hours

Prerequisite: DN 123 and DN 223 or equivalent

A continuation of Dance Exercise I and II, this class is a fitness maintenance class for those who have already been introduced to aerobic dance exercise. Students will learn choreographed warm-up, aerobic, strengthening, and cool down routines that will help condition the heart and lungs and help keep the body flexible and strong. All routines will be set to various types of music. For the development of a total fitness program, time will be devoted to a discussion of nutrition and the learning of relaxation techniques.

DENTAL ASSISTING (DA 51)

(Enrollment priority for these courses is granted students admitted to this program.)

DA 120. ORAL DIAGNOSIS 2 credit hours

This theoretical and practical course will provide the student with the knowledge and techniques used to obtain diagnostic data and the methods of recording this data. Treatment planning and referral letter writing will also be included as well as instruction in blood pressure recording.

DA 122. ADVANCED DENTAL SCIENCE 4 credit hours

Prerequisite: A 2.0 Grade Point Average in DA 111

Continuation of Dental Science 111. A study of the relationship of systemic health to oral health and oral pathology.

DA 124. ADVANCED CLINICAL DENTAL ASSISTING . . . 3 credit hours

Prerequisite: A 2.0 Grade Point Average in DA 114

A continuation of Clinical Dental Assisting 114. A study of more complex operative procedures and the instrumentation necessary to perform them. Each student will be assigned to clinical experiences in the Washtenaw Community College Dental Clinic.

DA 125. DENTAL ROENTGENOLOGY 2 credit hours

Prerequisite: Admission to the Dental Assisting Program or permission of instructor

The principles, techniques, precautions, and the operation of the x-ray equipment are studied. Film processing methods and mounting are covered.

DA 126. DENTAL LABORATORY PROCEDURES 4 credit hours

Prerequisite: Admission to the Dental Assisting Program or permission of instructor.

A demonstration and laboratory course in which the student constructs various dental devices for diagnosis and impression taking. Emphasis is placed on impression for the fabrication of diagnostic models, model trimmings and the fabrication of custom acrylic impression trays. The construction baseplates and occlusal rims, temporary crowns and bridges will be demonstrated.

DA 200. CLINICAL PRACTICE 3 credit hours

Prerequisite: DA 200, a 2.0 Grade Point Average in all Dental Assisting courses

This course is an orientation to a clinical environment. The student will actively utilize all previous dental courses in a controlled clinical environment.

DA 212. OFFICE PROCEDURES 4 credit hours

Prerequisite: 1 year of high school or Typing 101

This course is an introduction to the dental business office. This is a study of the systems of management used in dentistry, interpersonal communications, basic concepts of third party payment, and machines utilization.

DA 215. ADVANCED DENTAL ROENTGENOLOGY . . . 2 credit hours

Prerequisite: A 2.0 Grade Point Average in DA 125

A clinical course in making x-ray exposures using the manikin and patients participating in the WCC Dental Clinic Program.

DA 224. EXPANDED DUTIES 3 credit hours

Prerequisite: A 2.0 Grade Point Average in all Dental Assisting courses

A course designed to provide dental assisting students with knowledge and skill in performing intraoral functions as outlined in the Michigan State Dental Practice Act.



**ECONOMICS
(EC 02)**

EC 111. CONSUMER ECONOMICS 3 credit hours

The wise use of financial resources today requires more than an income-producing job and simple subtraction skills. In today's world, an individual must approach his or her financial needs with the savvy of an investment counselor managing the affairs of the company's most important client. In the course, the students will learn the basics of budgeting, money management, use of credit and buying, the intricacies of home ownership, income tax, and investments, and the wise use of insurance, wills, and trusts. This course is also taught as a television course using the program series "Personal Finances and Money Management."

EC 211. PRINCIPLES OF ECONOMICS I 3 credit hours

The first half of basic principles of economics. Emphasizes macronomics concepts of national income, fiscal and monetary policy and problems of unemployment, inflation and economic growth. Required of all Business Administration transfer students. This course is also taught as a television course using the program series "The Money Puzzle".

EC 222. PRINCIPLES OF ECONOMICS II 3 credit hours

Prerequisite: EC 211 or permission of instructor

Second half of an introduction to basic principles of economics. Emphasizes microeconomic concepts of demand, supply and problems relating to prices and resource allocation.

**ELECTRICAL/ELECTRONICS
(EE 65)**

The Electrical/Electronic Department is unable to offer every class every semester due to space and faculty limitations. Students should use the following information in planning their schedules.

The following courses are normally offered in the Fall, Winter and Spring-Summer Terms:

- EE 101. Servicing Techniques I
- EE 105. Introduction to Telecommunications
- EE 123. Fundamentals of Electricity
- EE 134. Motors and Controls
- EE 137. Switching Logic
- EE 139. Computer Systems I
- EE 211. Basic Electronics

The following courses are normally offered in the Fall Term only.

- EE 205. Basic Telephony
- EE 215. Digital Communications I
- EE 221. Computer Peripherals
- EE 222. Digital Electronics I
- EE 224. Programmable Controllers
- EE 230. Computer Systems II
- EE 240. Career Practices Seminar
- EE 241. Digital Electronics II
- EE 244. Electronics Controls Systems

The following courses are normally offered in the Winter Term only.

- EE 225. Digital Communications II
- EE 235. Computer Systems III
- EE 238. Electronic Analog Circuits
- EE 245. Transmission Systems
- EE 250. Microprocessors

EE 101. SERVICING TECHNIQUES I 4 credit hours

Development of techniques for service and maintenance of electrical/electronic systems. Use and care of tools and measuring instruments. Splicing, soldering, simple printed circuit layout and fabrication. The study of and working with materials and circuits found in residential wiring systems and common electronic equipment. Lecture and Lab. (6 hours per week)

EE 105. INTRODUCTION TO TELECOMMUNICATIONS 3 credit hours

An introductory level course designed to expose the entering student to the concepts, equipment, and terminology used in the telecommunication industry. Topics include: basic telephony, transmission systems, satellite

communications, fiber optics, switching systems, data communications and local area networks. Lecture. (3 hours per week)

EE 123 FUNDAMENTALS OF ELECTRICITY 8 credit hours
An introductory course in electricity. Topics include D.C. and A.C. circuits, Ohm's law, Kirchhoff's laws, superposition and Thevenin's theorems, and j-operator. Lab topics include wiring circuits and measuring voltage, current, resistance, and waveforms. Lecture and open labs. (9 hours per week plus open lab time)

EE 123A. FUNDAMENTALS OF ELECTRICITY, (PART A) 5 credit hours
The first half of Fundamentals of Electricity 123. Topics include D.C. circuits, Thevenin's and Norton's theorems, Kirchhoff's laws. Laboratory topics include wiring circuits and making circuit measurements with laboratory test equipment. (5 hours per week plus open lab time)

EE 123B. FUNDAMENTALS OF ELECTRICITY 4 credit hours
The second half of Introductory Electricity EE 123. Topics include: A.C. circuits, Ohm's Law, Kirchhoff's Law and the j-operator. Lab topics include wiring and drawing A.C. circuits and circuit measurement. Proficiency will be gained using signal generators and the oscilloscope. Lecture and open Lab. (5 hours per week plus open lab time)

EE 134. MOTORS AND CONTROLS 4 credit hours
Prerequisite: EE 123
D.C. motors and generators, A.C. motors and generators; measurements of torque, speed, power; speed control, starting, stopping, reversing; SCR speed control; three phase circuit analysis; transformers; stepper motors; brushless D.C. motors; JIC symbols and ladder diagrams. Lecture and Lab. (6 hours per week)

EE 137. SWITCHING LOGIC 3 credit hours
Fundamentals of digital logic: number systems, digital codes, Boolean algebra, and gate minimization techniques. The functional and logical operations of basic logic gates, combinational logic, flip-flops, sequential logic, memories and arithmetic logic are studied. Lecture and Lab. (4 hours per week)

EE 139. COMPUTER SYSTEMS I 4 credit hours
Prerequisite: Preceded or accompanied by EE 137 and/or EE 140.
Corequisite: EE 140
This course is an introduction to the physical and logical makeup of a computer system. The major functional units of a computer system and their relationship with each other are examined. Topics include coding systems, data storage, data representation, central processor architecture, input/output devices, input/output techniques, bus structures, programming concepts, flow-charting, machine language programming and software components. The laboratory provides hands-on experience with computer equipment. Lecture and Lab. (6 hours per week)

EE 140. SOFTWARE CONCEPTS I 3 credit hours
Prerequisite: EE 123. Corequisite: EE 139
Student will use standard software design techniques to develop and code algorithms for the solution of electrical circuit problems, thus gaining a useful tool for problem solution while learning software fundamentals such as understanding the difference between syntax and semantics, refinement of algorithms into working solutions, executing programs on a computer system, development of consistent test cases and preparation of understandable documentation. Fundamental operating system concepts will be covered. Lecture and Lab. (4 hours per week)

EE 204. NATIONAL ELECTRICAL CODE 2 credit hours
Prerequisite: EE 123
Electrical safety, CPR, NEC, wiring practices, sizing wire, lighting circuits, service entrances, grounding, ground fault interrupters, commercial, residential, and industrial applications; symbols, schematics, and wiring diagrams. Lecture. (3 hours per week)

EE 205. BASIC TELEPHONY 4 credit hours
Prerequisite: EE 105
The theory, maintenance, and installation of telephone systems including basic electromechanical and electronic key systems with an emphasis on voice systems. Measurements, troubleshooting, transmission lines and

switching concepts are emphasized. The latest telephone system technology will be studied. Lecture and Lab. (6 hours per week)

EE 211. BASIC ELECTRONICS 4 credit hours
Prerequisite: EE 123
Semiconductor devices and circuits. Semiconductor materials, the PN junction diode, power supplies, bipolar junction transistor, characteristic curves, operating regions, common-emitter circuit, common-base, common-collector circuits, transistor switch, small signal amplifiers, load lines, biasing techniques, temperature characteristics and trouble shooting procedures. Lecture and Lab. (6 hours per week)

EE 215. DIGITAL COMMUNICATIONS I 3 credit hours
Corequisite: EE 105
An introductory course in data communication principles and techniques. Topics include communication media, circuit types, data codes, interfaces, protocols, data transmission integrity, modems and modulation, digital transmission, multiplexers, distributed data processing networks, and network types and services. Lecture. (3 hours per week)

EE 221. COMPUTER PERIPHERALS 3 credit hours
Prerequisite: EE 139
Input/output devices of a typical computer system including printers, tape and disc drives. The lecture includes the theory of operation of the devices, their control units and their interaction with the central processor. The laboratory activities are presented with the object of stressing the mechanical, electronic and logical principles of operation. Fall offering. (4 hours per week)

EE 224. PROGRAMMABLE CONTROLLERS 4 credit hours
Prerequisite: EE 123
Review of digital logic principles needed to understand programmable controllers. Topics include ladder diagrams, relays; programming and interfacing the Modicon Micro-84; programming and interfacing the Allen Bradley PLC-4; selected I/O devices. Lecture and Lab. (6 hours per week)

EE 230. COMPUTER SYSTEMS II 4 credit hours
Prerequisite: EE 139 and EE 211
The operation, servicing and troubleshooting of a digital computer system based on the PDP-11 minicomputer. This course emphasizes the operation of the CPU, and the topics include addressing modes, instruction sets, assemble language programming, business operation, CPU organization, main memory, I/O techniques and PDP-11 families. The architecture, implementation and operation of the KD-11A CPU is studied. Lecture and Lab. (6 hours per week)

EE 234. OPERATING SYSTEMS FOR HARDWARE TECHNICIANS 3 credit hours
Prerequisite: EE 140 Software Concepts for Hardware Technician, EE 230 Computer Systems II. Corequisite: EE 235 Computer Systems III
This course deals with the practical skills needed to perform hardware maintenance on operating systems. Topics include maintenance of the current diagnostic files, management of account privileges, installation of current version of VMS on a VAX running the User Environment Test Program as a system verification tool and the collection of relevant data on system problems. Lecture and Lab. (4 hours per week)

EE 235. COMPUTER SYSTEMS III 4 credit hours
Prerequisite: EE 230 and EE 221
A more detailed study of digital computer system operation and servicing based on the PDP-11/40 and an introduction to VAX systems. Topics include mainframe maintenance, peripheral devices and interfacing, disk operation, troubleshooting techniques and use of diagnostic programs. Lecture and Lab. (6 hours per week)

EE 236. COMPUTER VIDEO-DISPLAY TERMINALS 4 credit hours
Prerequisite: EE 230, EE 238, EE 241. Corequisite: EE 235
A detailed study of Video-Display Terminals and their operation in a computer system. The systems studied are based on the components and principles covered in the prerequisite courses: Computer Systems II, Electronic Analog Circuits and Digital Electronics II. The course emphasizes operation and maintenance of hardware. Topics include display technologies, Video Terminal types, UARTS, Modems, Computer interface and analog-to-digital conversion. A graphic terminal (using a direct-view

storage-tube display) and a personal computer (with a color display) will be described at a detailed functional-block level. Labs will be based on a VT52/PDP-11 minicomputer configuration.

EE 238. ELECTRONIC ANALOG CIRCUITS 4 credit hours

Prerequisite: EE 211

The theory of operation and characteristics of JFET's and MOSFET's, biasing techniques for FET's and FET amplifier characteristics. The principles of negative feedback and closed-loop gain. The operation and characteristics of IC operational amplifiers when used as inverting amps, non-inverting amps and differential amps. The application of IC op amps for signal processing, comparators and oscillators are also studied. Lecture and Lab. (6 hours per week)

EE 240. CAREER PRACTICES SEMINAR 2 credit hours

Prerequisite: English 100 Communication Skills

Covers career options available in the Computer industry, how to develop a career plan, preparing a job hunting plan, hiring practices, resume preparation, interviewing skills, writing a journal of job-seeking activities, salary negotiations, customer relations and how to succeed on the job. Lecture. (2 hours per week)

EE 250. MICROPROCESSORS 4 credit hours

Prerequisite: EE 139 or permission of instructor

An introductory technician level course on the theory, hardware, software and applications of microprocessors. Includes microprocessor architecture, programming, input/output interfacing and peripherals. Laboratory and Lab. (6 hours per week)

**EMERGENCY MEDICAL TECHNOLOGY
(EMT 55)**

EMT 103. EMERGENCY MEDICAL TREATMENT

PRINCIPLES II 3 credit hours

Corequisite: EMT 104, 106

A continuation of EMT Principles I. Lectures by medical experts on other concepts of medical emergencies.

EMT 104. EMERGENCY MEDICAL TREATMENT

TECHNIQUES II 3 credit hours

Corequisite: EMT 103, 106

A continuation of EMT Techniques I. New techniques and further skills acquired in the first semester.

EMT 106. EMERGENCY MEDICAL TREATMENT

CLINICAL PRACTICUM 3 credit hours

Corequisite: EMT 103, 104

The clinical and field experience will expose students to real life emergencies in hospital emergency rooms and the ambulance field. (2 hours per week)

EMT 120. AMERICAN RED CROSS FIRST AID 3 credit hours

Prerequisite: None

Consists of lectures, textbooks and practice work in first aid outlined by the American Red Cross. A certificate awarded to each student completing the course successfully.



**ENGLISH
(ENG 24)**

WRITING LAB

The Writing Lab provides three services. First, students enrolled in English 040, 050, 051, 091, 100, and 111 receive additional practice and/or assignments in developing writing skills in the lab. The practice method varies from course to course. Second, students can receive help on any writing projects from the lab staff. Third, students may enroll in a self-paced course offered exclusively in the lab. Two such courses are offered, each for one credit hour: Writing Practicum (ENG 010) and Text Editing (ENG 015). Please see course descriptions below.

ENG 010. WRITING PRACTICUM 1 credit hour

Provides individualized instruction. Students may be referred to this course by their instructor to remove a specific deficiency in their writing. Students may enroll in course to improve writing or receive help in completing writing assignments.

ENG 015. TEXT EDITING 1 credit hour

Provides individualized self-paced instruction in using the computer to edit papers, letters, memos and other written communication. Students begin by learning basic editing functions on the Apple IIe computer and practicing with assigned texts. Students finish the course by editing their own writing. Instruction is based on student's interest and may include use of graphics software, speller and text editor. Students do all of their work in the Writing Lab at their own pace in consultation with a Writing Lab instructor.

ENG 030. ENGLISH FOR THE FOREIGN BORN I 2 credit hours

Individualized instruction for foreign-born residents who wish to feel more comfortable and confident in their English skills, with special application to personal, social, and business situations. Offers extensive practice in understanding, speaking, pronouncing, and writing basic American English. Special attention to spelling and daily usages.

ENG 031. ENGLISH FOR THE FOREIGN BORN II 2 credit hours

A continuation of all the areas covered in English 030.

ENG 040. BASIC WRITING — ESL 4 credit hours

Prerequisite: Score of 75 on English Placement Test or approval of instructor. Corequisite: ENG 000

Developing skills in formal written English for non-native speakers of English. Emphasizes rhetorical structures, vocabulary, and a review of individual problem areas in grammar.

ENG 050. BASIC WRITING I 4 credit hours

Corequisite: ENG 000

For students not prepared for the regular English college parallel composition class. Students work at their own speed with materials appropriate to their capabilities. Emphasis on sentences and paragraphs.

ENG 091. WRITING FUNDAMENTALS 4 credit hours

Corequisite: ENG 000

A course for writers who have mastered most of the grammar and mechanical skills (spelling and punctuation) necessary for successful college writing. Course focuses on longer paragraph and short narrative essays. Individualized instruction provided to prepare student for 100-level writing courses. Student must select a writing lab section with this course.

ENG 100. COMMUNICATION SKILLS 4 credit hours

Corequisite: ENG 000

Students receive practice in a variety of writing assignments relevant to their program area. Assignments include letter writing for a variety of situations (eg. job application, complaint, commendation, courtesy), memos written in response to situations students are likely to encounter on the job, resumes fitted to the student's particular background (work and educational experience), and other writing forms. During the first week of class, students must demonstrate a writing proficiency at the ENG 091 level. Primarily for native speakers of English. Students must select a writing lab section with this course.

ENG 102. TERM PAPER 1 credit hour

Provides individual instruction for students engaged in preparing a research paper. Step by step help provided in topic selection, information

gathering, note taking, organization, writing, documenting, and revising. Students who enroll in this course must use a text processor (computer) to complete their work. Students accessible computers are available at several locations on campus, including the Writing Lab.

ENG 107. TECHNICAL COMMUNICATIONS. 3 credit hours
Prerequisite: ENG 100

A continuation of writing skills and situations presented in ENG 100, Communication Skills. Emphasis on writing longer and more sophisticated occupational communication and oral presentations.

ENG 111. COMPOSITION I. 4 credit hours
Corequisite: ENG 000

Developing skills in written composition (from paragraphs to expository essays and documented papers), logical thinking and reasoning, and critical reading. Methods of organization and development. Students write both in-class and outside themes frequently. Reading materials serve as basis for papers and for classroom discussions. During the first week of class, students must demonstrate a writing proficiency at the ENG 091 level. Students must select a writing lab with this course.

ENG 122. COMPOSITION II. 3 credit hours
Prerequisite: ENG 111

A continuation of English 111 with emphasis on research and critical literary papers along with narrative and persuasive writing.

**ENG 160. INTRODUCTION TO LITERATURE:
POETRY AND DRAMA.** 3 credit hours

Study of poetic and dramatic literature designed to give an understanding of literature through close reading and discussion of selected works of poetry and drama. In both English 160 and 170 students are encouraged to evolve criteria for assessing the value of literary works. Specially designated sections of English 160 emphasize poetry or drama.

**ENG 170. INTRODUCTION TO LITERATURE:
SHORT STORY AND NOVEL.** 3 credit hours

Students explore short stories and the novel as they provide blueprints for living, self-discovery and recreation. Each student helped in strengthening reading and writing skills. Specially designated sections of English 170 emphasize popular literature, science fiction, biography, mystery, westerns or images of women in literature. Readings and discussion consider the cultural relevance of writings and the structural design and the effects upon the reader.

**ENG 175. LITERATURE OF
WILDERNESS EXPERIENCE.** 3 credit hours

A literature class focusing on wilderness experiences and the various things nature has to teach and to offer. Historical survey of changing views of nature.

ENG 181. BLACK LITERATURE. 3 credit hours

A critical analysis of Black emotions in the world of literature with the goal of raising the level of Black consciousness. Introduction to contemporary Black literature, letters and thought.

ENG 210. CHILDREN'S LITERATURE. 3 credit hours

Survey of prose, poetry and illustrated books suitable for the preschool, elementary, and early adolescent child. Required of students entering elementary education. Also for library studies or work, teacher aide program, nursery and day care work and as general education for parents.

ENG 213. WORLD LITERATURE I. 3 credit hours

World Literature 213 and 224 is a sequence which attempts an approach to the eternal values of man through literary masterpieces written from the time of ancient Greece to the present.

ENG 222. AMERICAN LITERATURE II. 3 credit hours

A continuation of American Literature 211, covering the period from the Civil War to the present. Relates trends of the period to problems and writings occurring before the Civil War.

ENG 223. ENGLISH LITERATURE II. 3 credit hours

English Literature 212 continued. A study of representative writers of the Romantic, Victorian and Modern periods.

ENG 260. JOURNAL WORKSHOP I. 3 credit hours

Workshop offers in-class writing as a means to self-discovery and expression. Students explore movement and continuity of their lives, while exploring creative and healing power of symbols. Student composes own biography against background of universal problems and solutions. Choice of many ways to use writing: biography, mind exploration, growth work, creative expansion, problem solving, renewing faith, celebrating life, affirming commitments. Chance to start writing project you've been putting off. Journals remain confidential. Transferable to four year colleges.

ENG 261. JOURNAL WORKSHOP II. 3 credit hours
Prerequisites: ENG 260

A continuation of English 260 Journal Workshop, for students who have already completed 260, and who wish to continue to develop their skills and produce additional written work.

ENG 270. CREATIVE WRITING I. 3 credit hours

A course in the fundamentals of creative writing through the analysis of various forms of writing and frequent written exercises in poetry, fiction, basic playwriting and non-fiction. Students encouraged to develop writing skills according to personal interests and abilities. A course assumption is that understanding of the skills involved in creative writing promotes better reading of literature. Also designated for persons seeking an avocation in creative writing with interest in learning the fundamentals of the craft.

ENG 271. CREATIVE WRITING II. 3 credit hours
Prerequisite: ENG 270

A continuation of English 270, Creative Writing, for those students who have already completed 270 and who wish to continue to develop their skills and produce additional written work.

FINANCE (FIN 43)

FIN 100. PERSONAL AND CONSUMER FINANCE. 3 credit hours

Role of the individual as consumer: cost of establishing and maintaining a household; problems of personal consumer credit, installment buying; taxes; basic finance concepts; insurance; investments; health services; governmental influence and protection; personal-consumer savings; banking.

FIN 220. PRINCIPLES OF FINANCE. 3 credit hours
Prerequisite: ACC 122

A survey of the whole field of finance, both private and public. Emphasis on nature and role of finance in our economy, monetary system of the United States, commercial banking, Federal Reserve System, savings, nature of business financing, international finance, nature of consumer credit, interest rates and money markets and financing state and federal governments.

FIRE PROTECTION (FP 79)

FP 100. INTRODUCTION TO FIRE PROTECTION. 3 credit hours
Prerequisite: Consent of department

The history and development of fire protection, the role of the fire service in the development of civilization; personnel in fire protection; introduction to general fire hazards; and the problems and possible solutions for current and future fire protection.

FP 209. ADVANCED STRATEGY. 3 credit hours
Prerequisite: Consent of department

Covers fireground operations, strategy and judgments involving questions, such as when to call for additional equipment, why buildings collapse, when to retreat, when or when not to ventilate, how to best augment systems which are installed in the building and factors or conditions which affect and determine a department's operations.

**FP 210. INTRODUCTION
TO FIRE ADMINISTRATION.** 3 credit hours
Prerequisite: Consent of department

A study of the practical application of records, reports, and training; the municipal fire problem, organization for fire protection to include manpower, equipment and facilities; principles of organization; methods of

supervision and discipline; relations with the public and other city departments. Also, the budget and purchasing practices; a study of rating and systems and their application to the fire service; and ways to handle personnel problems and employee suggestions.

FP 211. HYDRAULICS II 3 credit hours
Prerequisite: Hydraulics I

A presentation of the hydraulic principles covering complex pumping operations, master streams, water distribution systems, and the support of automatic extinguishing systems. This course provides partial coverage of the objectives of NFPA Standard 1002.

FP 216. LEGAL ASPECTS OF FIRE PROTECTION 3 credit hours
A study of legislative and court decisions which will effect the fire service. There will be a review of criminal and administrative law, and tort actions against municipalities. There will also be a study of legal implications of hiring, discipline, and promotions.

FP 224. PROTECTION SYSTEMS 3 credit hours
Attitudes prevalent in industry toward fire protection; development of fire and safety organizations in industry; relationships between private and public fire protection organizations. Also includes industrial obligations to communities in regard to fire and safety; current trends, deficiencies, and possible solutions for fire protection problems facing industry today.

FLUID POWER (FLP 67)

FLP 111. FLUID POWER FUNDAMENTALS 4 credit hours
Basic components of hydraulic and pneumatic systems as well as a general understanding of the basic laws and formulas. Pumps, control valves, actuators, ANSI symbols are used for circuit construction and print reading. Laboratory experiences include assembly and disassembly of components and construction of hydraulic circuits. (5 hours per week)

FLP 201. PLUMBING AND PIPEFITTING I 3 credit hours
A practical study of plumbing and pipefitting fundamentals as well as the classifications and functions of boilers, steam and hot water heating systems. Heating code included.

FLP 213. HYDRAULIC CONTROLS 3 credit hours
Prerequisite: FLP 111 or consent
Components used in the control of hydraulic fluids studied with emphasis placed on pressure, direction and volume control assemblies. Manual, electrical, pneumatic, mechanical and hydraulically operated valves studied and demonstrated in typical circuits. (4 hours per week)

FLP 214. BASIC HYDRAULIC CIRCUITS 3 credit hours
Prerequisite: FLP 111 or consent
The fundamentals, review of components and necessary computations for basic hydraulic circuits. Trouble-shooting techniques in the hydraulic circuit, including line component malfunctions stressed. (4 hours per week)

FLP 225. ADVANCED HYDRAULIC CIRCUITS 3 credit hours
Prerequisite: FLP 214 or consent
The operations, applications and maintenance of hydraulic circuits to typical machines such as lathe, broach, mill and die-cast machines. Circuit design and trouble-shooting stressed. (4 hours per week)

FLP 226. PNEUMATICS 3 credit hours
Basic air systems as a control medium in industrial applications such as presses, clamps, transfer devices, etc. Valves, cylinders, motors, compressors, regulators, filters and other power components included. (4 hours per week)

FRENCH (FRN 18)

FRN 121. CONVERSATIONAL FRENCH II 2 credit hours
Prerequisite: FRN 120
Continuation of French 120. Provides vocabulary expansion and cultural insights through student involvement in the conversation practice sessions.

FRN 122. FIRST YEAR FRENCH II 4 credit hours
Prerequisite: FRN 111 or consent

This is a continuation of French 111. Continuing classroom work and language sessions help the student to acquire basic conversational tools of the language as well as basic informational aspects of the culture.

FRN 224. SECOND YEAR FRENCH II 3 credit hours
Prerequisite: FRN 213 or consent

A continuation of French 213. Short-wave broadcasts and language laboratory practice augment the oral-aural method. Covers aspects of Canadian as well as French cultural life.

GENERAL STUDIES (GS 15)

GS 122. FIRST YEAR RUSSIAN II 4 credit hours
Prerequisite: Russian I (GS 111) or consent

This is a continuation of Russian 111. Continuing classroom work and language laboratory sessions help the student to acquire basic conversational tools of the language as well as basic informational aspects of the culture.

GEOGRAPHY (GEO 03)

GEO 100. GEOGRAPHY AND ENVIRONMENT 3 credit hours
Survey of contemporary global society emphasizing the interrelationships between developed and developing nations. Introduces students to the theory and methodology of the discipline and examines current environmental issues such as land use, acid rain, and soil erosion.

GEOLOGY (GLG 34)

GLG 100. INTRODUCTION TO EARTH SCIENCES 4 credit hours
For students who desire to obtain a broad perspective of the science. Practical training in earth science, including work with soils, minerals, glaciers, volcanism, maps, meteorology, astronomy, and oceanography and a field trip to points of interest is included in the three hour weekly laboratory. (5 hours per week.)

GLG 114. PHYSICAL GEOLOGY 4 credit hours
Prerequisite: GLG 100 or permission
Physical features and processes of the earth with special reference to their origin through plate tectonics along with the interpretation of topographic maps and the study of common rocks and minerals. A three day weekend field trip is required with food and housing expenses the responsibility of the student. (5 hours each week)

GRAPHIC DESIGN TECHNOLOGY (GDT 77)

GDT 100. TYPOGRAPHY I 4 credit hours
Prerequisite: MTH 151 or equivalent proficiency
Introduction to principles/evolution of typography with concentration on typeface identification, copyfitting, and layout formulation. Assignments investigate typography use in graphic design and advertising. (6 hours per week)

GDT 101. DESIGN SURVEY 2 credit hours
Survey of historical and contemporary styles and influences in advertising, graphic design, and typography. Visiting lecturers and field trips are periodically scheduled. (2 hours per week)

GDT 216. GRAPHIC REPRODUCTION 4 credit hours
Prerequisite: ART 112
Basic printing processes and terminology covers the various stages required for producing printed graphics. Students concentrate on hands-on execution and take projects through printing preparation to the final printed piece. (6 hours per week)

GDT 228. AIRBRUSH TECHNIQUES 4 credit hours

Prerequisite: ART 111 or consent of department

Introduction to various rendering techniques using an airbrush and various associated materials. Assignments deal with illustrative and graphic design solutions to industry related projects. (6 hours per week)

GDT 229. SCREENPRINTING TECHNIQUES 4 credit hours

Prerequisite: GDT 216 or consent of department

An introductory course in screen process printing (known as silkscreen printing). Through projects, students will acquire knowledge of screen image make-ready and printing. The four basic methods to be studied are: 1) tusche, 2) hand-cut film 3) hand-made photo and 4) direct image photography. Students will be given hands-on experience in hand-screen and machine printing. (6 hours per week)

**HEALTH SCIENCE
(HS 56)**

HS 039. ANATOMY AND PHYSIOLOGY REVIEW FOR PATHOPHYSIOLOGY 1 credit hour

Prerequisite: BIO 111 or equivalent. Corequisite: HS 220

Overview of anatomy and physiology principles for students in HS 220. This course does not teach basic anatomy and physiology. It presents a review that corresponds with systems taught in HS 220.

HS 113. INTRODUCTION TO MEDICAL SCIENCES 2 credit hours

This course provides an overview of the health professions, how and why diseases occur, vital signs, death and dying. The course content may vary according to student interest.

HS 115. MEDICAL OFFICE AND LABORATORY PROCEDURES 3 credit hours

Prerequisite: HS 113 or equivalent

Course consists of lecture on office examining room procedures, sterile technique, medical emergencies, specimen collection and minor surgery. Laboratory experience course material from the lectures.

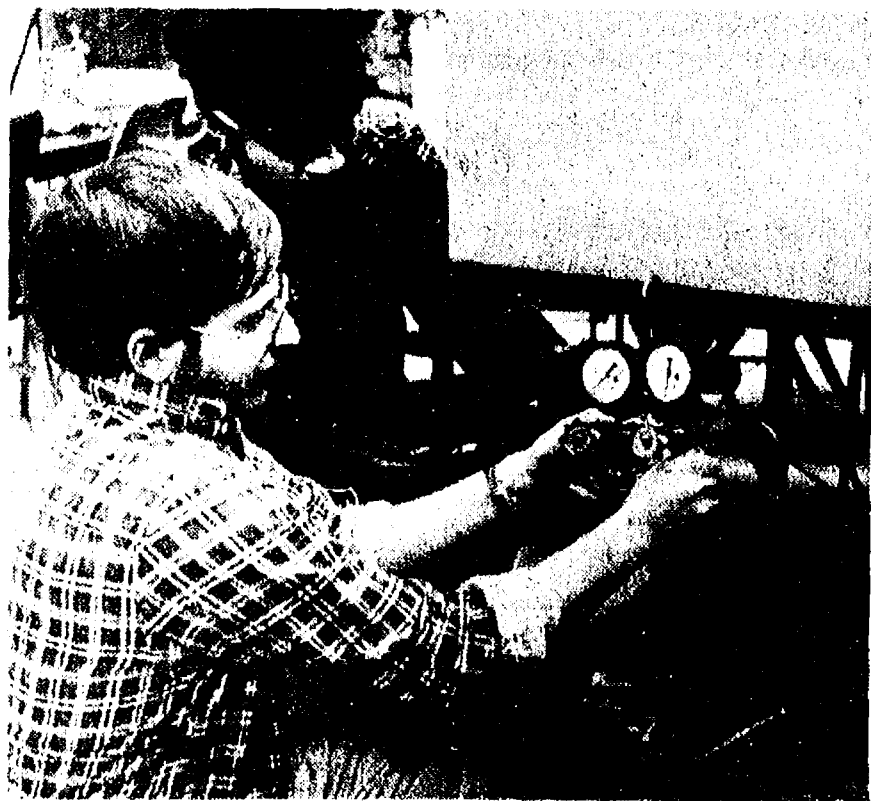
HS 117. NUTRITION 2 credit hours

Presents normal nutrition and its relation to health. Includes nutritional needs for various age groups and introduces therapeutic nutrition. Emphasis on the importance of nutrition in the growth and functioning of the human body.

HS 147. GROWTH AND DEVELOPMENT 3 credit hours

Corequisite: NUR 135 or consent of faculty

Study of the physical, psychological and social growth of the individual from birth to death. Includes the study of the family in society.



HS 220. PATHOPHYSIOLOGY 4 credit hours

Prerequisite: Nursing students or consent of faculty

The focus of this course is the study of disease processes in humans. The course includes identification of the etiology and pathogenesis of disease, alterations in normal body function, and the reaction and adaptation of the body to disease.

HS 244. MEDICAL ETHICS 2 credit hours

Prerequisite: Nursing students or consent of faculty

Exploration of various philosophies of ethics (Kantian, utilitarian, natural law). Models for decision making using a multifaceted approach and incorporating philosophy, values clarification, and legal aspects, will be used to examine current ethical issues. Among topics to be discussed are: patient rights, confidentiality, informed consent, abortion, genetic manipulation, experimental procedures, treatment of defective newborns and euthanasia.

**HEATING
(HTC 81)**

The following list of heating courses are offered primarily as trade-related instruction to train and up-grade individuals currently employed in licensed occupations; i.e., heating/air conditioning or as boiler operators in power plants. Courses are theory presentations with little or no laboratory. Students who desire to enter these occupations are welcome providing they understand the nature of the courses. Consult the program advisor as to licensing requirements and qualifications.

HTG 100. BOILER OPERATIONS 3 credit hours

Prerequisite: Employment working with boilers or consent

First in a series of courses to aid the student in passing examinations to obtain low pressure and high pressure operator's license. Boiler terminology, construction and function, as well as the fundamental application of physics; heat, steam, water, pressures, etc. Safety is included, along with basic codes governing the operation of boilers.

HTG 107. POWER PLANT ELECTRICITY II 3 credit hours

Prerequisite: HTG 106 or consent

A continuation of Heating 106. Types of motors and generators employed in Power Plants to generate electricity. Application and maintenance of motors, induction, synchronous, single and 3 phase. Power transmission, transformer lines, breakers, start and run capacitors, and control of plant power factors. Safety and appropriate codes discussed.

HTG 213. HEATING CONTROLS 5 credit hours

Prerequisite: HTG 122 and consent

The third course focuses on controls and troubleshooting heating equipment and systems.

HTG 228. PNEUMATIC TEMPERATURE CONTROLS 2 credit hours

Develops understanding of the installation, maintenance and function of pneumatic temperature control systems. Covers pneumatic controls, applications and functions, plus air compressors and maintenance, variation of applied control system, room stat., master stat., damper motors, automatic water and steam valves, return and fresh air damper blades.

**HISTORY
(HST 04)**

HST 101. WESTERN CIVILIZATION TO 1600 3 credit hours

Development of the cultures and institutions of the ancient Near East and Classical, Medieval and Renaissance civilizations.

HST 102. WESTERN CIVILIZATION FROM 1600 TO THE PRESENT 3 credit hours

Cultural developments and the growth of institutions from the Renaissance to the present. Emphasis on the expansion of European civilizations.

HST 200. MICHIGAN HISTORY 3 credit hours

The history of the State of Michigan, including its geographical, economic, social, and political development. Particular emphasis is placed on the state's industrial growth, especially the automobile industry and the rise of industrial unions. More emphasis is placed on events and personalities in the 20th century.

HST 201. UNITED STATES HISTORY, 1500-1865. 3 credit hours

The American peoples and their growth from early colonization to the close of the Civil War. Re-examining both the dominant themes in American life as well as the conflicts oppressed minorities faced in seeking their needs and ambitions in America.

HST 202. UNITED STATES HISTORY, 1865-PRESENT. 3 credit hours

American society and politics since the Civil War. Examination of social and cultural unrest of growing America to better understand and to deal with stresses of the present. A continuation of U.S. 1500-1865.

HOTEL/MOTEL MANAGEMENT (HMT 75)

HMT 100. HOSPITALITY INDUSTRY ACCOUNTING. . . . 3 credit hours

Provides basic knowledge of bookkeeping and accounting skills and orientation to office procedures as related to hospitality industry.

HMT 104. FRONT OFFICE PROCEDURE. 3 credit hours

An introduction to a systematic approach to front office operations as well as an overview of the flow of business through the hotel organization.

HMT 222. LODGING MANAGEMENT AND PROMOTION. 3 credit hours

Prerequisite: HMT 100

This course is designed to zero in on both "front office" and "back of the house" management. A special emphasis will be placed on sales and promotion of the Hotel/Motel Operation dealing with related activities as banquet sales, convention planning and holiday packages. Official Certificate of Completion from Institute of Hotel/Motel Management.

HMT 223. PRACTICUM IN LODGING MANAGEMENT. 3 credit hours

To permit students who have accumulated at least 30 hours in the Foods and Hospitality Department the opportunity to earn 3 credit hours while working under supervised conditions in a hotel or country club. A minimum of 300 hours of work is required.

HUMANITIES (HUM 22)

HUM 101. INTRODUCTION TO HUMANITIES. 3 credit hours

Exploration of the humanities considering the creative nature of man with its focus on art, literature, music, philosophy, human thought and man's relationship to his culture.

INDUSTRIAL DRAFTING (ID 63)

ID 100. TECHNICAL DRAWING. 4 credit hours

An introduction to the graphic language, use of drafting materials and instruments. Drawings will include geometry of technical drawing, orthographic views, auxiliary views, section views, pictorial drawings and developments, electrical block diagrams, logic diagrams and schematics. (6 hours per week)

ID 112. DESCRIPTIVE GEOMETRY. 4 credit hours

Prerequisite: ID 100 Technical Drawing or consent

Points, lines and planes and their relationships in space. Emphasis on practical application of principles to actual problems in industry. (6 hours per week)

ID 114. INDUSTRIAL DRAFTING. 4 credit hours

Prerequisite: ID 111 Industrial Drafting or equivalent

Practices and procedures for preparing assembly drawings from given details. An introduction to types of dies and their representation. Emphasis on use of standard part catalogs. (6 hours per week)

ID 121. THEORY OF JIGS AND FIXTURES. 2 credit hours

Prerequisite: ID 100 Technical Drawing, MT 111 Machine Shop Theory and Practice

The various types of jigs and fixtures and their combined use. Development of skills in the proper location and clamping of a part. Emphasis on the application principles and presentation of a practical design. The standard parts catalog.

ID 123. TOLERANCING: CONVENTIONAL AND GEOMETRICAL. 2 credit hours

Prerequisite: ID 111 Industrial Drafting or equivalent

An analysis of tolerancing in both the conventional and geometrical systems of dimensioning. Emphasis is placed upon definitions, terminology, and practical application of principles to typical problems in industry. (3 hours per week)

ID 216. INTRODUCTION TO COMPUTER AIDED DESIGN. 2 credit hours

Prerequisites: ID 100 Industrial Drafting

The principles and applications of computer-aided drafting systems, familiarity with the hardware components of the CAD system. Use of the interactive graphic software, development of input and output skills, and familiarity with software, languages and systems hierarchy. (3 hours per week)

ID 217. INTRODUCTION TO 3-D CAD. 2 credit hours

Prerequisites: ID 112 Descriptive Geometry and ID 216 Intro to Computer Aided Drafting

A continuation of ID 216 which introduces the use of three axes to create drawings. Included also are the drafting of auxiliary views, schematics, and PC layouts. (4 hours per week)

ID 218. INTERACTIVE COMPUTER AIDED DRAFTING. 2 credit hours

Prerequisite: ID 217 Intro to 3-D CAD or consent

A self-paced introduction to interactive systems that require operator initiated commands with minimum system prompts. Use of two screen, color, and programmable menus are included. (2 hours per week)

ID 219. 2-D CAD PLANNING AND DRAWING. 3 credit hours

Prerequisite: ID 217 Introduction to 3-D CAD or equivalent

An introduction to the operation of a large CAD/D system. Emphasis is on the start up, input, and output skills as applied to typical 2-D drawings. Planning and flow processes are stressed. (6 hours per week)

ID 230. ADVANCED PRODUCT DRAFTING. 4 credit hours

Prerequisite: ID 107 Mechanisms and ID 111 Industrial Drafting or consent

Development of a machine from conception through design and lay stages to the preparation of working drawings. Emphasis on preparation a layout drawing incorporating maximum of commercially available components, fastening techniques, use of standard and special machine keeping maintenance of the machine as a design criteria. (6 hours per week)



ID 251. FUNDAMENTALS OF ELECTRONIC DRAFTING 2 credit hours

Prerequisite: ID 100 Technical Drawing or consent
Principles and practices of electronic drafting encompass the layout of block diagrams, identification and layout of logic diagrams, identification of electronic components and associated symbols, and layout of electrical schematic drawings. (3 hours per week)

ID 252. FUNDAMENTALS OF ELECTRONIC DRAFTING 4 credit hours

Prerequisite: ID 251 Fundamentals of Electronic Drafting or consent
Principles of laying out and preparing single and double sided printed circuit boards, preparing printed circuit assemblies, preparation of wire lists and cable harness drawings for electronic unit interfacing. (6 hours per week)

INTEGRATED MANUFACTURING (IM 36)

IM 224. ROBOTICS IV 4 credit hours

Prerequisite: Robotics I, II and III
This course will offer a hands-on experience in programming, maintenance, troubleshooting and service. Many types of robots, their characteristics, and applications will be explored.

INTERNSHIP-EXTERNSHIP (IE 44)

IE 200. INTERNSHIP-EXTERNSHIP 2-6 credit hours
To be assigned prior to registration

Prerequisites: Consent of I-E Coordinator
Internships are for the purpose of acquiring work experience in the student's business-related occupational program area. Students are expected to work between 15 and 20 hours per week and attend a one-hour weekly seminar. Students in a two-year program must have completed a minimum of one year of their program before becoming eligible for Internship-Externship. Opportunities may be available on or off campus; however, there is no guarantee of placement. Normally students earn three credits each for I-E in Fall and Winter semesters and two credits each for Spring and Summer terms. A maximum of 12 credit hours may be applied toward the Associate Degree, and 6 credit hours toward a one-year Certificate of Achievement. Externships are programs of study designed for full time employees for occupational upgrading purposes and are integrated with their job activities. Students planning to enroll for Internship-Externship credit should first review their plans with their program advisor and with the Internship-Externship Coordinator to ensure proper program planning and to secure the appropriate permission.

MANAGEMENT AND MARKETING (MGT 47)

MGT 160. PRINCIPLES OF SALES 3 credit hours

Prerequisite: BUS 140
Principles and concepts of the sales function in modern business-industrial enterprise in the marketing of goods and services. Analysis of sales techniques, the sales "cycle," sales demonstrations, as well as personal career salesmanship. Emphasis on creativity in selling, and the impact of socio-economic and psychological factors related to consumer needs, motivations and product performance as they affect the sale of consumer and/or industrial goods and services.

MGT 200. HUMAN RELATIONS IN BUSINESS AND INDUSTRY 3 credit hours

Prerequisite: BUS 140
Modern concepts of administrative principles and practices with emphasis on the human relations aspect of management responsibility as it affects employee attitudes, morale and productivity. Major emphasis on relationships among individuals and/or small groups, with problem-oriented sessions used to realistically relate the course materials to the human relations aspect of modern business-industrial enterprise.

MGT 208. PRINCIPLES OF MANAGEMENT 3 credit hours

An introduction to the concepts and theories of management. Emphasis is on the functions of management — planning, organizing, staffing, directing, and controlling, including motivation, decision-making and communication. This course is also taught as a television course using the program series "The Business of Management."

MGT 209. SMALL BUSINESS MANAGEMENT 3 credit hours

For persons interested in starting a small business. This course will enable a student to learn to translate a business ownership dream into reality. Students will prepare a business plan for their chosen, future business. Required for the Photographic Technician program and a recommended elective for the Auto Body Specialist, Electronics Service, and Food Service programs.

MGT 220. WOMEN IN MANAGEMENT 3 credit hours

A course designed to help women develop management skills that establish competence, to examine how self-concept affects management style, and to assist in effecting behavioral changes to more effectively function as a manager. Topics covered include: problem solving and decision-making, planning for results, effective communication, motivation, and team building.

MGT 230. SUPERVISORY MANAGEMENT 3 credit hours

Focuses on the application of the principles of management. Emphasis is on the managerial process, examining the functions of planning, organizing, staffing, directing, and controlling, and their relationship to the job of a supervisor. Helps potential or practicing supervisors gain a broader perspective of their role in the organizational structure, enabling them to contribute more effectively to the goals of the organization.

MGT 240. PERSONNEL MANAGEMENT 3 credit hours

Prerequisite: BUS 140 and MGT 208
An exposition of the fields of activity covered in modern personnel work. Covers employment techniques, wages and hours, job evaluation, training, employer ratings, collective bargaining, employment counseling, and collateral benefits such as pensions and fringe benefits.

MGT 250. PRINCIPLES OF MARKETING 3 credit hours

The institutions and functions developed for carrying on commercial trade operations, retail and wholesale agencies, elements of marketing efficiency, the cost of marketing, price maintenance, unfair competition and the relationship of government to marketing.

MGT 260. SALES MANAGEMENT 3 credit hours

Prerequisite: BUS 140 and MGT 160
Managerial functions of planning, organization, and direction of sales effort; the management of sales and services. Personnel and control of sales operations emphasized.

MGT 270. ADVERTISING PRINCIPLES 3 credit hours

Prerequisite or Corequisite: MGT 250
Managerial approach to the study of the basic principles and concepts which underlie advertising practice and procedure in the marketing-promotional and distribution aspects of modern business-industrial enterprise operations. Includes the role of advertising in the individual firm and the total economy; also advertising objectives, methods, techniques, preparation, research, surveys, copywriting, layout, media selection and testing advertising effectiveness, as well as advertising rates and budgetary factors.

MATHEMATICS (MTH 30)

MTH 038. BUILDING MATH CONFIDENCE 2 credit hours

This course is designed to increase confidence levels in math-anxious people by providing instruction in problem solving techniques. Topics covered include: "What is anxiety and how do you deal with it?", logic, calculations, problem solving, spatial relations, and graphing. Grading uses the satisfactory/unsatisfactory system.

MTH 039. BASIC MATHEMATICS 3 credit hours

This course is a review of the basic arithmetic operations common in everyday situations. Topics covered include: whole numbers, fractions,

decimals, and percents. This course is currently offered only in the self-paced format. Grading uses the satisfactory/unsatisfactory system.

MTH 090. OCCUPATIONAL MATHEMATICS 3 credit hours

Prerequisite: MTH 039 or placement test equivalent

This course provides the computational skills needed to solve problems commonly encountered in various general occupational fields. Students with an interest in business should consider MTH 163, Business Mathematics. Students with an interest in health fields should consider MTH 165, Health Science Mathematics. Topics covered include: sets, practical algebra, geometry, measurement, the metric system, ratio and proportion problems, graphs, and statistics. This course currently offered only in the self-paced format.

MTH 097. INTRODUCTORY ALGEBRA 4 credit hours

Prerequisite: MTH 039 or placement test equivalent

This course is first-year high school algebra. Topics include: the real number system, algebraic operations, solving equations, practical applications, inequalities, graphing, systems of equations, polynomials, rational expressions, roots and radicals, and quadratic equations. This course is offered in standard lecture format. The content of this course is offered in the self-paced format as MTH 097A and MTH 097B.

MTH 097A. INTRODUCTORY ALGEBRA (first half) 3 credit hours

Prerequisite: MTH 039 or placement test equivalent

This course is the first semester of first-year high school algebra. Topics include: the rational number system, algebraic operations, solving equations, ratio and proportion, and practical applications. This course is the first half of MTH 097, and is currently offered only in the self-paced format.

MTH 097B. INTRODUCTORY ALGEBRA (second half) 3 credit hours

Prerequisite: MTH 097A or placement test equivalent

This course is the second semester of first-year high school algebra. Topics include: inequalities, graphing, systems of equations, polynomials, rational expressions, roots and radicals, the real number system, and quadratic equations. This course is the second half of MTH 097, and is currently offered only in the self-paced format.

MTH 114. COMPUTER ASSISTANCE FOR STUDENTS WITH SPECIAL NEEDS 1-6 credit hours

Prerequisite: Permission of instructor

This course provides assistance to students with special needs, especially those wishing to strengthen particular areas or handicapped students, using microcomputers and terminals. The course is project-oriented with activities centered primarily around mathematics classes. Typical projects would be: typing notes and homework assignments, word-processing, writing computer programs, solving mathematical problems, using Data Base Management systems.

MTH 118. MATHEMATICS AND THE ENVIRONMENT 3 credit hours

This course enables adults to use basic mathematics to interpret the facts related to current global issues. Topics, emphasizing applications to environmental concerns, include: calculations, ratios, percents, graphs, bar and circle charts, sequences, and elementary statistics.

MTH 151. APPLIED ALGEBRA 4 credit hours

Prerequisite: MTH 039 or placement test equivalent

This course introduces algebraic and geometric concepts in an applied setting and is primarily for trade and technical students. Topics, which emphasize applications, include: percents, ratio and proportion, operating with algebraic expressions, formulas and equations, area, volume, and right triangle trigonometry.

MTH 152. APPLIED GEOMETRY AND TRIGONOMETRY 4 credit hours

Prerequisite: MTH 097 or MTH 151

This course provides students with the geometric and trigonometric concepts needed to solve problems commonly encountered in technical and trade fields. Topics, which emphasize applications, include: basic theorems of geometry, formulas for areas and volumes, trigonometric functions, solution of right triangles, law of sines and law of cosines, and the solution of oblique triangles.

MTH 160. BASIC STATISTICS 4 credit hours

Prerequisite: MTH 097

This course provides students with a general understanding of statistical concepts dealing with the processing and interpretation of numerical information. Topics covered include: describing a numerical data set, central tendency, variability, probability distributions, inference, and hypothesis testing. This course transfers to many four-year institutions.

MTH 161. CHESS PRACTICE AND THEORY 1 credit hour

This course provides students with the rules of chess, the principles of play, and popular strategies. (Offered irregularly.)

MTH 162. ADVANCED CHESS 1 credit hour

Prerequisite: MTH 161 or permission of instructor

This course intensively studies the theory of chess. (Offered irregularly.)

MTH 163. BUSINESS MATHEMATICS 3 credit hours

Prerequisite: MTH 039 or placement test equivalent

This course provides the mathematical skills needed to solve business applications problems, and satisfies the requirements of several one- and two-year business programs. The topics, which emphasize business applications, include: operations with whole numbers, fractions, decimals, and percents; measurement; the metric system; signed numbers; solving equations; ratio and proportion; circle, bar, and line graphs; savings and loans; taxes and payroll; and an introduction to statistics. This course is currently offered only in the self-paced format.

MTH 165. HEALTH SCIENCE MATHEMATICS 3 credit hours

Prerequisite: MTH 039 or placement test equivalent

This course provides the necessary mathematical skills needed to solve problems encountered in health-related fields, and satisfies the requirements of several one- and two-year occupational programs. The topics, which emphasize health science applications, include: basic mathematics; operations with percents; geometry; the metric system; the apothecary and household systems; signed numbers; solving equations; ratio and proportion; instrumentation; circle, bar, and line graphs; an introduction to statistics; and exponents and logarithms. This course is currently offered only in the self-paced format.

MTH 169. INTERMEDIATE ALGEBRA 4 credit hours

Prerequisite: MTH 097 or placement test equivalent

This course is second-year high school algebra. Topics include: the real number system, polynomials, linear equations, inequalities, absolute value, exponents, complex numbers, quadratic equations and inequalities, linear and quadratic functions, inverse functions, and linear and non-linear systems of equations and inequalities. The content of this course is offered in the self-paced format as MTH 169A and MTH 169B. This course transfers to some four-year institutions.

MTH 169A. INTERMEDIATE ALGEBRA (first half) 3 credit hours

Prerequisite: MTH 097 or placement test equivalent

This course is the third semester of high school algebra. Topics include: the real number system, polynomials, linear equations, inequalities, absolute value, radicals, and exponents. This course is the first half of MTH 169, and is currently offered only in the self-paced format. The combination of MTH 169A and MTH 169B transfers to some four-year institutions as MTH 169.

MTH 169B. INTERMEDIATE ALGEBRA (second half) 3 credit hours

Prerequisite: MTH 169A or placement test equivalent

This course is the fourth semester of high school algebra. Topics include: rational exponents, complex numbers, quadratic equalities and inequalities, linear and quadratic functions, inverse functions, lines and linear systems, non-linear systems, and systems of inequalities. This course is the second half of MTH 169, and is currently offered only in the self-paced format. The combination of MTH 169A and MTH 169B transfer to some four-year institutions as MTH 169.

MTH 177. TRIANGLE TRIGONOMETRY 3 credit hours

Prerequisite: MTH 097 or placement test equivalent

This course is an introduction to the trigonometric concepts of the triangle. Topics covered include: triangles and the basic trigonometric ratios, solv-

ing right triangles, law of sines, law of cosines, trigonometric ratios of any angle, degrees and radians, and vectors. This course is currently offered only in the self-paced format. This course transfers to some four-year institutions.

MTH 178. GENERAL TRIGONOMETRY 4 credit hours

Prerequisite: MTH 169 or placement test equivalent (MTH 179 and MTH 180 may be taken concurrently. It is recommended that MTH 179 be taken first if the two are not taken concurrently.)

This course provides a rigorous background in trigonometry necessary for students intending to study calculus. Topics include: circular functions, graphs, inverse circular functions, trigonometric functions, solution of triangles, identities, vectors, complex numbers, and polar coordinates. This course transfers to many four-year institutions.

MTH 179. PRECALCULUS 4 credit hours

Prerequisite: MTH 169 or placement test equivalent

This course provides the necessary background in college-level algebra for calculus. Topics include: set theory and set operations, relations, and functions, manipulations of rational and non-rational functions, graphing, factoring, properties of exponents and logarithms, and the conic sections. This course is currently offered only in the standard lecture format. The content of this course is occasionally offered in the self-paced format as MTH 179A and MTH 179B. Precalculus transfers to most four-year institutions.

MTH 181. MATHEMATICAL ANALYSIS I 4 credit hours

Prerequisite: MTH 169 or placement test equivalent

This course teaches the methods and applications of finite mathematics to social science and business. Topics covered include: solution to linear equations and inequalities, vectors and matrices, linear programming, sets, and probability. This course transfers to many four-year institutions.

MTH 182. MATHEMATICAL ANALYSIS II 4 credit hours

Prerequisite: MTH 181

This course teaches the elementary methods of calculus applied to social science and business. Topics covered include: functions, differentiation of algebraic functions, optimization, exponential and logarithmic functions and their derivatives, and an introduction to integration. This course transfers to many four-year institutions.

MTH 191. CALCULUS I 5 credit hours

Prerequisite: MTH 178 and MTH 179

This is first-semester college calculus of one variable. Topics include: limits, continuity, derivatives, applications of derivatives, and elementary integration. This course transfers to four-year institutions.

MTH 192. CALCULUS II 4 credit hours

Prerequisite: MTH 191

This is second-semester college calculus of one variable. Topics include: application of the integral, the calculus of transcendental functions, techniques of integration, indeterminate forms and improper integrals, numerical approximation techniques, and sequences and series. This course transfers to four-year institutions.

MTH 197. LINEAR ALGEBRA 4 credit hours

Prerequisite: MTH 191, MTH 192 also encouraged

This is an introductory college course in linear algebra. Topics include: linear systems of equations, properties of vectors and matrices, determinants, vector spaces, linear transformations, eigenvalues, and applications. This course transfers to four-year institutions.

MTH 293. CALCULUS III 4 credit hours

Prerequisite: MTH 192 and MTH 197

This is the third-semester college calculus of more than one variable. Topics include: polar coordinates, geometry in n-space, vector-valued functions, the derivative in n-space, the integral in n-space, and an introduction to vector calculus. This course transfers to four-year institutions.

MTH 295. DIFFERENTIAL EQUATIONS 4 credit hours

Prerequisite: MTH 197 and MTH 293

This is a first college course in elementary differential equations. Topics include: techniques for solving ordinary differential equations of order one, techniques for solving linear equations, applications, the Laplace transform, and solving linear systems of equations using eigenvalues. This course transfers to four-year institutions.

MECHANICAL TECHNOLOGY (MT 68)

MT 100. MACHINE SHOP THEORY 3 credit hours

A class designed to teach machine shop theory to those who have had or are presently receiving "hands on" or practical experience in the machining field. Precision and semi-precision measuring instruments, layout tools and procedures, proper use of hand tools, and the basic principles of machine tool operations will be covered. Film supplement classroom instruction.

MT 103. INTRODUCTION TO MATERIALS 3 credit hours

Introduction to the basic terms, processes and structures of materials. Hardness testing, classification systems and demonstrations of testing equipment. Principles of heat treatments are studied and demonstrated. (3 contacts per week)

MT 111. MACHINE SHOP THEORY AND PRACTICES 4 credit hours

A beginning machine shop class for those with little or no past machine shop experience. Much emphasis is placed on safety. Precision and semi-precision measuring instruments, layout tools and procedures, reading drawings, and the proper use of hand tools are other areas that will be covered. Lab time will be used to gain experience and learn basic operations on the five basic machine tools: drill press, saws, engine lathes, milling machines and grinders.

MT 122. MACHINE TOOL OPERATIONS AND SET-UP I 4 credit hours

Prerequisite: MT 111 or consent of the instructor

A machine shop class for those who have either completed the beginning level machine shop or have gained equivalent experiences elsewhere. Each of the five basic machine tools will be studied in depth; drill press, saws, engine lathes, milling machines, and grinders. The projects are designed to facilitate more advanced set-ups and operations so that the cutting of spur gears, multiple threads, tapers and internal grinding operations can be performed.

MT 123. MACHINE TOOL OPERATIONS AND SET-UP II 4 credit hours

A continuation of MT 122. A class designed for mechanical technology students or for those who simply want to gain more machining experiences. The students will experience new advanced operations on familiar machines along with new operations on entirely new machine tools, the new operations will include spiral milling, taper grinding, and tracing techniques. The new machine tools will include the electrical discharge machine, the optical comparator, the turret lathe, and the cutter grinder. Projects will be designed to facilitate the completion of these operations and to gain experience on these machine tools.

MT 201. MACHINE TOOL TECHNOLOGY 4 credit hours

Prerequisite: MT 122

The last and most advanced machine shop class. Emphasis is placed on the student's individual goals and proficiencies of specific machining operations. The student will choose a challenging product to manufacture using several advanced machining techniques to meet goals set by student. (6 hours per week)

MT 240. PLANT LAYOUT AND MATERIAL HANDLING SYSTEMS 4 credit hours

Prerequisite: ID 100

Blueprint Reading and simplified drawing of typical free and power type conveyor systems as well as plant layout drawing of machinery, foundations, exhaust systems, heat treat furnaces, hoists, catwalks and platforms.

MUSIC (MUS 20)

MUS 102. STRING ENSEMBLE 2 credit hours

A course in performance open to all students and public upon registration for class. May be repeated for credit up to a maximum of four times. (2 hours per week)

MUS 103. WCC JAZZ ORCHESTRA 1 credit hour

A course in performance open to those who desire to read, improvise and perform. Audition necessary for registration. May be repeated for credit up to a maximum of four times. (2 hours per week)

MUS 106. JAZZ COMBO 1 credit hour

Designed for the musician with some degree of competency to gain experience and skill in performance and improvisation of different styles of jazz and blues. The group is a performing one and offers concerts in the community.

MUS 109. BRASS ENSEMBLE 2 credit hours

An ensemble course designed for brass quartets, quintets, depending on class instrumentation. This class is also a performing group.

MUS 136. GOSPEL CHORUS 1 credit hour

A course in gospel choral performance open to all students. This course can be repeated up to a maximum of six times.

MUS 140. BASIC MUSICIANSHIP 3 credit hours

Designed to give students, prospective teachers and others a foundation in music theory and reading, concepts of rhythm, tonality, music composition, and other techniques, with aim of developing musical skills and understanding. No musical experience necessary.

MUS 143. COMPOSITION: THEORY AND ARRANGEMENT 2 credit hours

Designed to enable students to develop skills and techniques in music composition, orchestration and arranging for all musical mediums.

MUS 146. CREATIVE IMPROVISATION: SONGWRITING 3 credit hours

For the prospective song writer, deals with lyric writing and musical accompaniment. Students collaborate using their talents to produce songs and also become acquainted with musical styles through recordings and demonstrations, and the music industry and its procedures concerning how to get a song published and recorded. Other areas of study include recording, the recording-studio, record pressing and copyright procedures.

MUS 147. ENTERTAINMENT LAW 2 credit hours

A music course for the serious music student and professional musician covering basic agreements, contracts, royalties, copyrights and other legal aspects in the music industry.

MUS 149. SIGHT SINGING/EAR TRAINING 2 credit hours

An approach to listening to and reading music designed to develop composing and listening skills. An introduction in training the ear to identify intervals, chords, scales and chord progressions.

MUS 152. MUSIC THEORY I 3 credit hours

An in-depth study of melodic, harmonic and rhythmic aspects of tonal music related to various styles: European, rock, jazz, ballads and the Blues. Aimed to equip the student with a theoretical knowledge to extend and cultivate musical understanding and creativity while giving primary emphasis to the harmonic aspects of music.

MUS 157. JAZZ IMPROVISATION 2 credit hours

A course in jazz theory that provides the student with techniques of melody, harmony and rhythm that would excite spontaneous creativity in the jazz style.

MUS 170. AUDIO RECORDING TECHNOLOGY 3 credit hours

Designed to provide the student with the fundamentals necessary for a career-oriented study in creative audio recording. Audio-visual presentations of professional studio recordings and lectures on automated recording.

MUS 180. MUSIC APPRECIATION 3 credit hours

An introduction to music, using innovative techniques on how to listen to music after becoming acquainted with the socio-cultural values of the people who produced the many kinds of music in our world. All styles of music covered. Presentations deal with the growth and development of musical forms and different styles through recordings and demonstrations.

MUS 183. MUSIC OF THE AFRICAN-AMERICAN CULTURE (AFROMUSICOLOGY) 3 credit hours

An ethnomusicology approach to African-American music aimed to combine the resources of history, anthropology, psychology and musicology to examine the music and its meaning within Black cultures. Deals with the socio-cultural aspects of the Black man's life style, traditions and mores as the motivation for Black expression in the

MUS 204. VOICE 2 credit hours

Vocal techniques in depth. An extension of Introduction to Voice.

MUS 206. VOCAL PERFORMANCE 1 credit hour

Learn techniques in performing songs. Opportunities to work with musicians, sound equipment and with groups.

MUS 210. FUNCTIONAL PIANO 2 credit hours

A piano class aimed to give non-piano majors and those who just want to play the piano the ability to read keyboard music harmonically and melodically. The course covers fundamentals of piano technique, basic musicianship, elementary keyboard harmony, sight reading, pedal technique, aids to memorization and keyboard application of subjects studied in music classes.

MUS 213. INTERMEDIATE PIANO 2 credit hours

A continuation of Music 210, this course provides piano studies beyond the elementary or beginning stage. For those with some experience in piano playing.

MUS 225. BEGINNING JAZZ DRUM 2 credit hours

Rudimentary skills in jazz drumming. Includes study of historical styles such as Swing, Be-Bop, and South American and African rhythms. For the experienced drummer.

MUS 233. BEGINNING GUITAR 2 credit hours

Designed for those with limited or no experience playing the guitar. Basic chords and techniques as well as folk and Blues songs. Class keyed to interests and needs of students.

MUS 236. INTERMEDIATE GUITAR 2 credit hours

For the student with a basic knowledge of guitar playing. There will be opportunity to learn more difficult techniques as well as learning about song arrangements and some theory. Class will be keyed to interests and needs of students.

MUS 239. JAZZ GUITAR 2 credit hours

Designed to enable students to develop skills necessary to play the guitar in different jazz styles. Includes improvisation work and chording. Requires basic guitar playing experience.

MUS 242. BASS GUITAR 2 credit hours

A course in applied music (bass) designed specifically for jazz enthusiasts who want to learn techniques of jazz bass performance. Melodic, harmonic and rhythmic theory will be used to develop styles of jazz bass performance. You must have your own instrument.



MUS 249. INTRODUCTION TO JAZZ FLUTE. 2 credit hours

An introductory course in jazz flute for students of varying ability.

MUS 250. BEGINNING FLUTE/SAX. 2 credit hours

A beginning flute class to familiarize students with primary musical jargon and the basics of flute and sax playing. Basic flute playing will include sound production, reading musical notation, knowing flute and saxophone fingering, performance of basic major scales and a combination of reading and performance of simple tunes involving both classical and jazz music.

MUS 270. APPLIED VIOLIN. 2 credit hours

A group instruction designed for community people who like to further their talents on the violin, learning more technical and musical skills to develop their abilities.

**NUMERICAL CONTROL
(NC 66)**

NC 100. INTRODUCTION TO NUMERICAL CONTROL. 3 credit hours

The principles, history and applications of numerical control with special emphasis on tape formats and programming techniques. Point to point and continuous path programs written, studied and demonstrated. (3 hours per week)

NC 121. MANUAL PROGRAMMING AND NC TOOL OPERATION. 3 credit hours

Prerequisite: NC 100, MTH 111, MT 151

The first in a two-course study of manual programming of CNC milling and turning machines. Student experience the entire process of part manufacture by processing blueprints of sample parts, writing and editing of programs, set up and operation of the machine tool, inspection of finished product. Feeds and speeds, "fixed cycles," program editing, set up procedures, and tape preparation are major topics presented. Laboratory time is required outside of class time.

NC 122. ADVANCED MANUAL PROGRAMMING AND NC TOOL OPERATION. 3 credit hours

Prerequisite: NC 121, MTH 152

The second of a two-course study of Manual Programming and CNC Machine Tool Operation. Complex cutter path generation, cutter compensation, repetitive programming, multi-quadrant circular interpolation, three axis interpolation, threading, and other advanced programming techniques are practiced. The class format is similar to that of NC 121, and laboratory time outside of class is required.

NC 224. APT III COMPUTER PROGRAMMING. 4 credit hours

Prerequisite: NC 121, NC 122, not concurrent with NC 213

The APT III computer assist language is studied on an "in house" system. Geometry, cutter path, post processor statements are studied and practiced. Program verification is completed by the use of plotters, and NC tool operation. (4 hours per week)

NC 225. NUMERICAL CONTROL GRAPHICS. 4 credit hours

Prerequisite: NC 213, NC 224

Students will complete working programs using COMPACT II and APT III computer assist NC languages for turning, drilling, and milling applications. Programs and tape verification is completed by the use of plotters, graphic screens and the NC machine tools located in the NC laboratory. Complex part geometry and cutter paths are studied. The connection between computer assist programming and actual machine setup and operation is stressed.

NC 227. NUMERICAL CONTROL COORDINATE MEASUREMENT. 3 credit hours

A study in the programming and operation of numerically controlled Coordinate measuring equipment through hands on experience. The course is taught on sight at DEA Corporation, a large manufacturer of coordinate measuring machines in Livonia. A knowledge of blueprint interpretation, and NC computer assist programming or FORTRAN is desirable prior to enrolling. Geometric tolerancing is also presented.

**NURSING
(NUR 57)**

Enrollment for these courses is granted students admitted to this program. Courses must be taken in sequence outlined in the curriculum unless consent is obtained from the nursing division after review of previous transcripts.

NUR 039. STATE BOARD PREPARATION. 1 credit hour

Prerequisite: Consent of faculty.

Assists graduates of the Nursing Program to prepare for the State Board of Nursing Examination. Emphasis placed on reviewing learned materials and on taking national competitive examinations.

NUR 120. BASIC MEDICAL SURGICAL NURSING PRACTICE. 3 credit hours

Prerequisite: First semester courses. Corequisite: NUR 125

Clinical experience in caring for adult patients with medical-surgical problems. Includes experience in the operating room, recovery room, emergency room and outpatient department. (23 hours per week, 7 1/2 weeks)

NUR 121. INTERMEDIATE MEDICAL-SURGICAL NURSING PRACTICE. 3 credit hours

Prerequisite: NUR 120 and 125. Corequisite: NUR 126

Clinical experience in caring for adult patients with medical-surgical problems. Includes experience in the operating room, recovery room, emergency room and the outpatient department. Also includes clinical experience in the administration of medications. (23 hours per week, 7 1/2 weeks)

NUR 122. PHARMACOLOGY II. 2 credit hours

Prerequisite: NUR 111

Study of drug action, uses and effects in the administration of drug therapy. Includes a unit on drug abuse.

NUR 125. BASIC MEDICAL-SURGICAL NURSING THEORY. 3 credit hours

Prerequisite: First semester courses. Corequisite: NUR 120

Study of the adult patient with common medical-surgical problems. Includes principles and skills that assist the student in meeting the needs of the patient in the clinical situation. Pharmacology and diet therapy inter-related with the study of disease conditions. (7 1/2 weeks)

NUR 126. INTERMEDIATE MEDICAL-SURGICAL NURSING THEORY. 3 credit hours

Prerequisite: NUR 120 and 125. Corequisite: NUR 121

Continued study of the adult patient with common medical-surgical problems. Includes principles and skills that assist the student in meeting the needs of the patient in the clinical situation. Pharmacology and diet therapy inter-related with the study of disease conditions. (7 1/2 weeks)

NUR 200. NURSING ROLE TRANSITION. 4 credit hours

Prerequisite: Successful completion of all Nursing 100 level courses or LPN accepted into Level II of the program

Study of nursing history and development of associate degree nursing programs, nursing roles, change theory and individual reactions to change. Also included will be an introduction to general systems theory and advanced study of the nursing process. The laboratory components will include nursing skills review/update, CPR update and nursing assessment practice.

NUR 230. ADVANCED PARENT-CHILD NURSING PRACTICE. 2 credit hours

Prerequisite: Successful completion of all Nursing 100 level courses or LPN accepted into Level II of the program, NUR 200. Corequisite: NUR 235

Application of parent-child nursing concepts developed in NUR 235 in hospital situations. Students will have experience with high and low-risk families across the childbearing cycle, including antepartum, intrapartum, and postpartum periods. Experience with the childrearing family will include opportunities for health teaching.

NUR 235. ADVANCED PARENT-CHILD NURSING 3 credit hours

Prerequisite: Successful completion of all Nursing 100 courses or LPN accepted into Level II of the program, all first semester Level II courses. Corequisite: NUR 230

Further study of the family with parent-child health related needs. Focus will be on emotional aspects of parenting, pregnancy, and health problems related to these processes. Family structure, function, and health teaching, including concepts of nutrition and normal growth and development, will be discussed.

NUR 250. MENTAL HEALTH NURSING CLINICAL PRACTICE 2 credit hours

Corequisite: NUR 255

Application of mental health nursing concepts developed in NUR 255. Includes hospital and community situations. The student will have experience with current methods of prevention, maintenance and treatment.

NUR 255. MENTAL HEALTH NURSING 3 credit hours

Prerequisite: Successful completion of all Nursing Level I courses and first semester Level II courses. Corequisite: NUR 250

Development of knowledge and skills necessary to provide basic mental health nursing care to selected clients in hospital or community settings who demonstrate common mental health problems. The central focus will be to help the student become more sensitive to human behavior and to use himself/herself in a therapeutic manner. Prevention of mental illness, and maintenance and restoration of mental health will be discussed.

PHARMACY TECHNOLOGY (PHT 58)

PHT 100. INTRODUCTION TO HOSPITAL AND COMMUNITY PHARMACY 3 credit hours

Prerequisite: Admission to Pharmacy Technician Program

The student will become familiar with the functions and services provided by both hospital and community pharmacies. Hospital organization will be presented. The role of the pharmacist and technician will be studied. Discussion will include legal and ethical responsibilities.

PHT 101. DRUG PRODUCTS AND NOMENCLATURE 3 credit hours

Prerequisite: PHT 100 or permission

Drugs are studied by therapeutic classification with special attention on dosage forms, commonly used names, and manufacturers. Study will be limited to commonly used drug standards of reference in each classification that are used in community and hospital practice.

PHILOSOPHY (PHL 14)

PHL 101. INTRODUCTION TO PHILOSOPHY 3 credit hours

The general nature of philosophical thought, its basic methods, problems, goals. Includes representative philosophers and such classic philosophical problems as the meaning of existence, the nature of reality, criteria of morality and the nature of the human mind. Uses philosophical concepts to help understand oneself, other people and the world around us. Focuses on formulating and defending individual viewpoints and developing personal skills in abstract thinking.

PHL 250. LOGIC 3 credit hours

An introduction to the nature of logical reasoning, especially as found in examples of everyday thought. Studies the role of language in reasoning and communication, the influence of emotions on logical thinking and the nature of inductive as well as deductive reasoning. Emphasizes developing habits of good reasoning, as well as the ability to recognize and avoid bad reasoning.

PHOTOGRAPHY (PHO 72)

PHO 090. GENERAL PHOTOGRAPHY 2 credit hours

A course for individuals who have an interest in photography. Primary emphasis is on picture taking, composition, lighting, films, etc. No darkroom work is included in the course. Students should own or have the use of some type of camera.

PHO 103. HISTORY OF PHOTOGRAPHY 2 credit hours

Designed to introduce students to the history of photography, with the development of the important processes for making photographs and with the philosophy of the most significant photographers of the 19th and 20th centuries.

PHO 111. PHOTOGRAPHY 4 credit hours

Principles, practices, basic application and limitations of photography as a communication form used in business and industry. Assigned field practices in the use of the small format camera, composing, lighting, exposure and photo darkroom processing. (6 hours per week)

PHO 112. DARKROOM TECHNIQUES 5 credit hours

Prerequisite: PHO 111; Corequisite: PHO 113

Development of skills needed by technicians in commercial and other types of darkrooms used in business and industry. All major phases of darkroom work including film processing, print making, photographic supplies, handling and equipment maintenance practiced. (7 hours per week)

PHO 113. STUDIO TECHNIQUES 3 credit hours

Corequisite: PHO 112

Specialized instruction in large format photography under controlled lighting situations. Use of various types of lights emphasized along with lighting for various situations. (4 hours per week)

PHO 114. BASIC COLOR PHOTOGRAPHY 3 credit hours

Prerequisite: PHO 111

An introduction to the various color photography processes in common use today. Emphasis placed on the production of color transparencies, color negatives and color prints and off-easel color print correction techniques. (4 hours per week)

PHO 115. PHOTO RETOUCHING 2 credit hours

Prerequisite: PHO 111

Manual spotting techniques and associated materials as applied to the retouching and processing of photographic prints and negatives. (3 hours per week)

PHO 229. FREELANCE OPERATIONS 3 credit hours

Prerequisite: PHO 220

A survey of the types of photographic assignments and environments in which the freelance photographer is involved as a one-person/site proprietor operation. Outside speakers and visits to various types of freelance studios included as well as an in-depth study of the problems involved in operating a free lance photographic business. (4 hours per week)

PHO 230. SPECIALIZED STUDIES IN PHOTOGRAPHY 2-5 credit hours

Credits to be assigned prior to registration

Prerequisite: Advisor approval only

An opportunity for students to work independently with faculty consultation in major areas of photography.

PHYSICAL EDUCATION ACTIVITIES (PEA 29)

PEA 105. INDEPENDENT SPORTS 2 credit hours

Provides opportunities for the student to acquire skills which will be a source of healthful and recreational exercise. (2 hours per week)

PHYSICS (PHY 35)

OPEN PHYSICS LABORATORY

Physics courses numbered 105, 111, 122, 131, 141, and 142 operate under an open laboratory format. This means that the laboratory is open about twenty or more hours per week for students to use at their convenience. Laboratory equipment is set out at specified stations ready for use, and instructors are available. Computer software is used for simulation and data analysis.

PHY 105. INTRODUCTORY PHYSICS..... 4 credit hours

Prerequisite: MTH 090

Designed for both transfer and vocational students who have had no previous physics. Course surveys the major topics of physics: motion, heat, waves, electricity, magnetism, light, atomic energy. A conceptual approach with a minimum of mathematics is used to obtain a working knowledge of the principles of physics. This course will transfer as a general science or vocational credit. (3 hours lecture and 3 hours open laboratory per week)

PHY 110. APPLIED PHYSICS..... 4 credit hours

Prerequisite: MTH 090

An introductory course for technical-vocational students with no previous physics course. Course surveys the major topics in physics: matter and measurements; mechanics; electricity and magnetism; heat and light. Important ideas of physics presented through laboratory experiments, supplemented by lectures and films. Technical vocabulary translated to understandable English with everyday work applications of the basic ideas of physics and how they affect our life and work. (6 hours per week)

PHY 111. GENERAL PHYSICS I..... 4 credit hours

Prerequisite: MTH 169

Corequisite: MTH 177

For both pre-professional transfer students and liberal arts students. No previous physics necessary. Course surveys the topics of mechanics, heat and wave motion. Three hours of open laboratory each week enable students to learn the use of basic scientific instruments and the techniques used in the science laboratory. (3 hours lecture and 3 hours open laboratory per week)

PHY 122. GENERAL PHYSICS II..... 4 credit hours

Prerequisite: PHY 111

A continuation of Physics I with topics including magnetism, electricity, light and atomic energy. (3 hours lecture and 3 hours open laboratory per week)

PHY 131. PHYSICS FOR RESPIRATORY THERAPY.... 3 credit hours

Prerequisite: MTH 165

A one-semester course in basic physics, designed primarily for students in the respiratory therapy program. No previous knowledge of physics is assumed. Topics discussed are the use of energy in body processes, mechanics of fluids, electrical devices used in the hospital and the effects of radiation on living matter. (2 hours discussion and 2 hours open laboratory per week)

PHY 142. RADIOLOGIC PHYSICS II..... 3 credit hours

Prerequisite: PHY 141

Continuation of Physics 141 with topics including the production of X-rays and their effects on tissue, the X-ray tube, the X-ray circuit, and the nature and use of radioactivity. (2 hours discussion and 2 hours open laboratory per week)

PHY 211. ANALYTICAL PHYSICS I..... 5 credit hours

Prerequisite: MTH 191, H.S. Physics or PHY 105 or PHY 111

For students intending to major in science or engineering, and for those liberal arts students with calculus background. Uses calculus to develop concepts in mechanics, heat and wave motion. (4 hours lecture and 3 hours laboratory per week)

PHY 222. ANALYTICAL PHYSICS II..... 5 credit hours

Prerequisite: PHY 211

Continues to develop mathematical methods for understanding physical

phenomena in the areas of electromagnetism, light and modern physics. (4 hours of lecture and 3 hours laboratory per week)

POLITICAL SCIENCE (PLS 05)

Political Science 108, 112, and 150 all meet the minimum requirements for the Associate Degree.

PLS 108. GOVERNMENT AND SOCIETY..... 3 credit hours

An introductory course on the American Political system: executive, legislative, and judicial functions; processes and machinery of popular control (public opinion, media, interest groups, parties, and elections). Designed to help the student to more clearly define and express his or her own political ideas.

PLS 112. INTRODUCTION TO AMERICAN GOVERNMENT..... 3 credit hours

The forms and functions of American government with emphasis on national government. Decision-making process in the Congress, the Presidency and the federal court system studied. Relationship of political parties and public opinion to the electoral process.

PLS 150. STATE AND LOCAL GOVERNMENT AND POLITICS..... 3 credit hours

Forms and functions of state and local governments in the United States. Relationships of development of the urban community to the politics of metropolitan areas analyzed. Theories of studying community decision-making evaluated.

PLS 211. INTRODUCTION TO COMPARATIVE GOVERNMENT..... 3 credit hours

A survey of the political systems of Great Britain, France, Italy, Germany, the Soviet Union, and China. The importance of ideologies to the development of political systems will be emphasized.

PSYCHOLOGY (PSY 08)

PSY 100. INTRODUCTORY PSYCHOLOGY..... 3 credit hours

An introduction to the scientific study and interpretation of human behavior surveying such topics as psychological development, learning, thinking, motivation, emotion, perception, intelligence, aptitudes and personality. Basic principles and their practical application discussed. This course also is taught as a television course using the program series "Understanding Human Behavior."

PSY 106. PSYCHOLOGY OF AGING..... 2 credit hours

An overview of the psychology of aging: study of personality traits, emotional problems and adjustments common in the process of aging; general psychological theories related to the problems experienced by the aged.

PSY 107. BLACK PSYCHOLOGY..... 3 credit hours

Psychological dynamics of the Black experience. An assessment of sociocultural factors that determine the Black psyche.

PSY 114. LEARNING TO LEARN..... 3 credit hours

A course in applied psychology. Emphasis will be placed on learning styles and learning strategies. Students will be provided with a variety of techniques for analyzing their learning style. Next, they will be given information on learning strategies and practice in developing and using various strategies.

PSY 130. ALCOHOLISM: ITS EFFECTS, IMPACT AND TREATMENT..... 3 credit hours

The presentation of information concerning most aspects of alcoholism and how it affects the afflicted physically, socially, psychologically, vocationally, and spiritually. Also, its effect on the significant others in his/her life.

PSY 150. INDUSTRIAL PSYCHOLOGY..... 3 credit hours

Human relations in business and industry. Special attention given to occupational information, personnel selection, training and development and employee appraisal. A practical introduction to the psychological dimensions and implications of the modern working world.

PSY 160. COPING WITH STRESS 3 credit hours

Recent developments in stress reduction and personal growth using materials from humanistic psychology, psychiatry, nutrition, and exercise.

PSY 170. HIGH TECHNOLOGY: IMPACT ON PERSONALITY 3 credit hours

This course will focus on some of the key technological developments of modern times and the changes they have caused in the social, economic and political structures of our society. Various technology will be isolated to evaluate the demand they have made on human adjustment. This course will make a psychological assessment of both positive and negative influences hi-tech has made on child development, family structures, workers, male/female relations, the aged, health care and redefinition of humanity.

PSY 200. CHILD PSYCHOLOGY 3 credit hours

Stresses the child as an individual, his or her original nature and temperament and position as part of the group. Introduction of social raw materials is considered. In addition, such topics as the conditioning and reconditioning of behavior patterns and the individuality and similarity of responses are developed.

PSY 209. PSYCHOLOGY OF ADJUSTMENT 3 credit hours

A study of the processes involved in the adjustment of the individual to the problems of everyday living. Emphasis given to the study of the development of techniques or adjustment to meet conflict situations in the social environment. Includes consideration of adjustment mechanisms of major societal institutions.

PSY 222. LOSSES AND GRIEVING 3 credit hours

"Losses and the therapeutic process of grieving" will examine people's reactions to unexpected losses. Losses due to death are treated as well as those perennial losses naturally accompanying everyday life and the growth process. Also examined are those kinds of grieving resulting from such common experiences as disillusionment, divorce, unemployment, role change, the empty nest, and the loss of material possessions. The class will focus on the way persons react to their own losses and the role of friends and professionals in helping complete the grieving process. Problems resulting from incompleting grieving and the nature of grief work will be considered indepth. The class blends theory with practice.

PSY 257. ABNORMAL PSYCHOLOGY 3 credit hours

A course dealing with the abnormalities of certain types of personalities, their origin, symptoms, developments and treatment, short of psychiatric competence. Main topics—simple maladjustment; disturbances of emotional nature, of perception, memory, judgment, thought, disorders of mobility, speech, etc.; early symptoms of schizophrenia.

QUALITY CONTROL (QC 70)

QC 122. SAMPLING QUALITY CONTROL 3 credit hours

Prerequisite: MTH 169

The theory of probability and basic concepts of statistical sampling. The development of sampling plans, effect of sample size and acceptance number on the probability of acceptance, and the use of interpretation of sampling acceptance plans discussed. Military 105D, sequential, and variable sampling are introduced and their effectiveness and industrial applications are analyzed.

QC 213. QUALITY CONTROL BY STATISTICAL METHODS 3 credit hours

Prerequisite: QC 101 and QC 122

An introduction to statistical testing for differences in sample means, variability and fraction defectives. The concepts of linear correlation and regression analysis are introduced. Practical problems encountered in industrial quality control solved in the classroom to illustrate the techniques presented.

QC 226. DIMENSIONAL METROLOGY AND TESTING 3 credit hours

A general introduction into the more important aspects of nondestructive testing as related to inspection and quality control. Included are the scien-

tific techniques and instrument applications in determining dimensional measurement as practiced by skilled tradesmen, inspectors and quality control technicians.

RADIOGRAPHY (RAD 53)

Enrollment priority for these courses is granted students admitted to this program. Courses must be taken in sequence outlined in the curriculum unless consent is obtained from the Radiography division after review of previous transcripts.

RAD 120. CLINICAL EDUCATION 2 credit hours

Corequisite: RAD 123

Structured clinical experience, application of knowledge and skill in positioning the upper and lower extremities, chest, abdomen, trunk, spine, and selected contrast studies, demonstrate knowledge on the design and operational characteristics of equipment and accessories in a general radiographic room. (16 hours per week)

RAD 123. RADIOGRAPHIC POSITIONING II 2 credit hours

Prerequisite: RAD 112

Proper positions for radiography of the lower extremity, trunk and spine. Critiques on positioning and the anatomical appearance of structures on the radiograph are an essential function of the course. (3 hours per week)

RAD 124. PRINCIPLES OF RADIOGRAPHIC EXPOSURE 3 credit hours

Comprehensive study of radiographic exposure techniques, radiographic quality, the use of radiographic accessories and how to select and apply this equipment to various situations.

RAD 125. RADIOGRAPHIC PROCEDURES AND RELATED ANATOMY 3 credit hours

Covers radiographic procedures in which a contrast medium is used for demonstrating structures which are not well visualized on routine radiographs.

RAD 127. PRINCIPLES OF RADIOGRAPHIC EXPOSURE LABORATORY 1 credit hour

Corequisite: RAD 124

Structured laboratory experience conducted to illustrate film response to various exposure techniques. Emphasis on evaluation of exposure techniques used in obtaining diagnostic information on x-ray film. (2 hours per week)

RAD 220. MANAGEMENT OF RADIOLOGICAL ENVIRONMENT 2 credit hours

A course designed to acquaint students with various aspects of managing the modern radiology department. Topics to be covered include: department organization and operations, equipment specifications, quality assurance guidelines, patient education, planning and design.



RAD 225. CLINICAL EDUCATION 3 credit hours

Structured clinical experience in all areas of radiography. Electives in specialized areas i.e., ultrasound, C.T. Scanner, demonstrate knowledge of mobile and surgery radiography. (24 hours per week)

RAD 255. QUALITY ASSURANCE IN RADIOGRAPHY 3 credit hours

A course designed to update the practicing radiographer on current techniques in quality assurance testing and procedures. The participant will learn to use quality assurance tools, processor monitoring techniques, sensitometry/densitometry and planning retake analysis that are applicable to the learner's department. Practical experience in using quality assurance instruments will be provided through laboratory experience. Lectures and discussions on special imaging areas — computed tomography, angiography, NMR and future state-of-the-art radiological procedures are included in the course.

READING (RDG 25)

READING CENTER

The Reading Center (SC 301) is available to improve the student's reading and learning skills. Students enrolled in reading classes are encouraged to use the facility regularly during the semester. Those not enrolled in reading classes may be referred for individual help.

RDG 040. READING 3 credit hours

To provide the remedial reader with basic reading skills. A program of instruction individually designed for each student based on his or her diagnostic reading test and a personal interview. Students enrolled in this course must satisfactorily complete the work before enrolling in a higher level reading course.

RDG 090. PARENTS: CHILDREN'S READING 2 credit hours

Designed for parents who are concerned about their children's reading. Special attention given to methods for preparing preschoolers for reading using the home as a learning environment. Also focuses on reading-related home and school problems. (3 hours per week)

RDG 100. VOCABULARY AND SPELLING POWER 2 credit hours

Designed for the student interested in strengthening spelling skills and expanding vocabulary. Emphasis placed on meeting the individual student's needs. Not a remedial course; students in need of basic spelling and/or vocabulary skills should elect Reading 040. Class meets for half a regular semester. (3 hours per week)

RDG 103. STUDY SKILLS 3 credit hours

Prerequisite: high school reading ability
Designed for the student interested in improving study and note taking skills. Reading and note taking techniques appropriate to specific course materials stressed. Essential for a student electing this course to be enrolled also in English, Humanities, Social or Exact Science course to which the student shall apply his or her newly learned study skills.

RDG 104. STUDY SKILLS 2 credit hours

Prerequisite: High school reading ability
Designed for the student interested in improving study and note taking skills. Reading and note taking techniques appropriate to academic materials stressed. Class meets for half a regular semester. Essential for a student electing this course to be enrolled also in an English, Humanities, Social or Exact Science course to which the student shall apply his or her newly learned study skills. (3 hours per week)

RDG 105. VOCABULARY AND SPELLING POWER 3 credit hours

Designed for the student interested in strengthening skills and expanding vocabulary. Emphasis placed on meeting the individual student's needs. Not a remedial course; students in need of basic spelling and/or vocabulary skills should elect Reading 040.

RDG 106. SPEED READING 2 credit hours

Prerequisite: High school reading ability
Designed for the student interested in becoming a more flexible reader. The student will learn techniques to vary reading speeds and techniques appropriate to material and purposes. Class meets for half a regular semester.

RDG 107. SPEED READING 3 credit hours

Prerequisite: high school reading ability
Designed for the competent student interested in becoming a faster and more flexible reader. The student will learn techniques to vary reading speeds appropriate to material and purposes. Class meets for a full semester, allowing time for the student to master each successive reading technique before learning a new one.

RDG 115. MEDICAL TERMINOLOGY 2 credit hours

Acquaints students with the origin and structure of medical terms. Helps interpret and understand requests for radiographic and other examinations and to read and to understand medical articles and reports.

REFRIGERATION/AIR CONDITIONING (RAC 82)

Basically this is a trade-related instruction program. Its purpose is to upgrade persons currently employed in this industry; however, students who are not currently employed in the industry are welcome. Presently courses are only offered in the evenings. Membership in the Educational Society of the Refrigeration Service Engineers (RSES) is required. Initiation fee and dues are approximately \$45. Consent of advisor is required for registration.

RAC 111. REFRIGERATION I 5 credit hours

Prerequisite or corequisite: consent; RSES membership required
The foundation course in a series of courses presented with a practical approach to servicing refrigeration air conditioning systems. Major units covered include mathematics, principles of refrigeration, refrigerants and refrigerant tables, refrigerant oils, contaminants and dryers, moisture in the air, food preservation, basic electric wiring and insulation. (5 hours per week)

RAC 215. TROUBLESHOOTING CONTROLS 5 credit hours

Prerequisite: RAC 214 and consent; RSES membership required
An advanced, comprehensive study of the theory and applications of refrigeration and air conditioning control systems and devices; electro-mechanical, electronic and solid state. Problem-solving experiences are offered through operational sequencing examples and wiring diagrams on name brand systems such as Carrier, Trane, Climatrol, Honeywell, Penn, Westinghouse, Allen-Bradley, etc. (5 hours per week)

RAC 216. SYSTEMS LABORATORY 5 credit hours

Prerequisite: RAC 123
Advanced troubleshooting experiences in refrigeration/air conditioning remote control systems. Calibrating and efficiency-balancing of commercial systems continues as the major thrust. (6 hours per week)

RESPIRATORY THERAPY (RTH 54)

RTH 106. CHEMISTRY FOR RESPIRATORY THERAPISTS 3 credit hours

Prerequisite: CEM 057 and CEM 058
Intended primarily for students in Respiratory Therapy Program. A study of the chemical and physicochemical behavior of gases, solutions, acids, bases, pH and electrolytes. Encompasses topics in organic chemistry and biochemistry related to metabolism and respiration.

RTH 121. BASIC EQUIPMENT AND PROCEDURES 4 credit hours

Prerequisite: Admission to the Respiratory Therapy Program
An introductory course dealing with the instruments and techniques used by the respiratory therapist; principles of operation and maintenance repair of various analyzers, humidifiers, masks, catheters, respirators, tents and regulators. (2 hours laboratory, 2 hours lecture)

RTH 122. RESPIRATORY PHYSIOLOGY 2 credit hours

Prerequisite: BIO 111 and RTH 106
For respiratory therapy students only; an in-depth study of the anatomy and physiology of the respiratory system and the diseases that affect it.

RTH 123. RESPIRATORY PATHOPHYSIOLOGY 3 credit hours

Prerequisite: BIO 111, RTH 122

To be taken concurrently with Respiratory Physiology 122: intended for respiratory therapy students only. The study of the causes, treatment and assessment of respiratory disorders and other diseases treated by the respiratory therapist.

RTH 148. PHARMACOLOGY FOR RESPIRATORY THERAPISTS 2 credit hours

Prerequisite: BIO 111

A survey of drugs used to treat disease, with emphasis on drugs commonly used to treat cardiopulmonary disorders.

RTH 149. PATHOLOGY FOR RESPIRATORY THERAPISTS 3 credit hours

Prerequisite: BIO 111

A survey of anatomical pathology including inflammation, infection, tuberculosis, viral disease, poisons, tumors, cardiovascular disease, shock and diabetes.

RTH 198. GENERAL CLINICAL PRACTICE I 3 credit hours

Prerequisite: RTH 121

Bedside practice of general respiratory therapy techniques such as intermittent positive pressure breathing, oxygen therapy, humidity therapy, cardiopulmonary resuscitation, sputum induction and equipment rounds. Meets in a cooperating hospital. Experience will be coordinated with topics covered in RTH 121. (16 hours per week)

RTH 200. ADVANCED CLINICAL PRACTICE 4 credit hours

Prerequisite or Corequisite: RTH 121, RTH 122, RTH 123, RTH 198, RTH 199, RTH 212, RTH 213 and successful completion of Qualification exam

Structured, at-the bedside, practice of respiratory therapy techniques involved with the care of acutely ill patients and patients with chronic obstructive pulmonary disease. Students assigned to intensive care units of cooperative hospitals. Involved are two eight-hour sessions per week. (16 hours per week)

RTH 201. SPECIALTY CLINICAL PRACTICE 2 credit hours

Prerequisite: Completion of third semester of Respiratory Therapy Program

Experience in one of the following specialty areas; management, teaching, cardiopulmonary, burn medicine, home care, research, pulmonary function testing. (16 hours per week for 7.5 weeks)

RTH 202. PEDIATRIC CLINICAL PRACTICE 2 credit hours

Prerequisite: RTH 200, 212, 213, 219, successful completion of Pediatric Qualification Exam

Structured, at the bedside, practice of respiratory therapy in the neonatal intensive care unit and pediatric units.

RTH 217. SEMINAR—RESPIRATORY THERAPY 2 credit hours

Discussion of current problems, credentialing systems, job attainment skills, psychological assessment of patients, teaching and management techniques.

RTH 219. PEDIATRIC RESPIRATORY THERAPY 3 credit hours

Prerequisites: RTH 121 and 122

A study of the physiology of children; modes of therapy used to treat cardiopulmonary diseases of children, infants and neo-nates explained.

RUSSIAN
(See General Studies)

ROBOTICS
(See Integrated Manufacturing)

SECRETARIAL AND OFFICE
(SO 49)

SO 101. BEGINNING TYPEWRITING 3 credit hours

The beginning typewriting course has been designed to develop initial keystroking skill, using the operating parts of the typewriter efficiently, placing materials attractively on a page by centering the copy horizontally and vertically. The student will then complete tabulation problems; set up and type business letters, personal letters, and memoranda, simple tables, outlines and manuscripts; and use the typewriter as an aid in composing. Proofreading skill is developed by comparing and verifying. (This is a 3 credit/4 contact hour course)

SO 102. INTERMEDIATE TYPEWRITING 3 credit hours

Prerequisite: SO 101 or equivalent (minimum of 35 wpm with 5 errors or less for 5 minutes)

A course designed to develop student expertise in solving a wide variety of communication problems. Development of speed and control is stressed in typing letters in basic styles with special features, simplified forms of business correspondence, tables, business forms, and technical and statistical reports. (This is a 3 credit/4 contact hour course.)

SO 107. CLERICAL METHODS AND PROCEDURES . . . 4 credit hours

Prerequisite: Typewriting proficiency of 45 wpm or concurrent enrollment in SO 102 Typewriting

The student will prepare for employment, improve typewriting skills, perform general office duties, including extensive filing and payroll procedures. The student will prepare for advancement opportunities in the clerical field by studying human relations and personality development, and by improving work habits and procedures.

SO 130. BUSINESS MACHINES 3 credit hours

Prerequisite: MTH 163 or equivalent

The emphasis throughout this course is using electronic business calculators in problem-solving activities. This requires the college student to give serious attention to efficient machine operation, verifying techniques, machine programming, and the concepts of business mathematics widely used in both business and personal situations. (Three hours per week plus a minimum of six practice hours)

SO 131. BEGINNING SHORTHAND 4 credit hours

This is a course in Gregg theory principles designed for the student to develop shorthand skills in reading, writing, and transcription. In addition, there will be emphasis on vocabulary building, spelling, punctuation, and the application of the rules of grammar. (This is a 4 credit/5 contact hour course.)

SO 151. INFORMATION PROCESSING PRINCIPLES . . . 3 credit hours

A study of the basic principles and concepts of the information processing function in modern business-industrial enterprises. Development of basic insights into the growth, objectives and methods of information processing. Included are basic terminology and concepts of information processing applications, systems design, basic memory, and storage types.

SO 152. INFORMATION PROCESSING TRANSCRIPTION SKILLS 3 credit hours

Prerequisite: High school typewriting proficiency or concurrent enrollment in intermediate typewriting or equivalent.

An integrative approach to the study and application of current dictation/transcription practices found in the modern business office. The course will emphasize mastery of the equipment as well as mastery of transcription skills essential to quality correspondence. These skills will be stressed in the attainment of acceptable productivity standards. (This is a 3 credit/4 contact hour course.)

SO 153. INFORMATION PROCESSING APPLICATIONS/BASIC PRACTICE 2 credit hours

Prerequisite: High school typewriting proficiency or concurrent enrollment in intermediate typewriting or equivalent. (Minimum 35 wpm with 5 errors or fewer.)

An integrative, applied approach to the study of modern word processing designed to acquaint the student with the use of automated word processing equipment as it relates to business, industry, and other specialized areas. Skill development and speed building in creating, editing and printing documents are emphasized. (This is a 2 credit hour/1 1/2 week course.)

SO 200. INDEPENDENT DIRECTED STUDY 1-3 credit hours

SO 203. ADVANCED TYPEWRITING 3 credit hours

Prerequisite: SO 101 and 102 Typewriting or equivalent. (Minimum of 45 wpm with 5 errors or fewer for 5 minutes.)

Advanced typewriting is designed to build on the foundations of earlier training in correspondence, reports, and tables. Increasing with difficulty of material, the student will have a variety of specialized office-typing tasks and business forms to complete. Students make decisions that govern attractive placement or layout of materials. The student does independent work, matching employment conditions. Significant amounts of edited and longhand materials are included. (This is a 3 credit/4 contact hour course.)

SO 214. INFORMATION PROCESSING APPLICATIONS/ADVANCED PRACTICE 3 credit hours

Prerequisite: SO 153 and high school typewriting proficiency or concurrent enrollment in intermediate typewriting or equivalent

An advanced practice in information processing applications as they relate to business and industry and other specialized fields such as law. Skill development and speed building in transcribing, revising, and printing finished information processing assignments are emphasized. (This is a 3 credit/4 contact hour course.)

SO 223. MEDICAL OFFICE PROCEDURES 3 credit hours

Prerequisite: SO 102 or equivalent

This course covers secretarial responsibilities in a medical office or hospital. Included are appointments, patient records, pegboard bookkeeping, telephone procedures, credit and collection procedures, and medicolegal considerations. Medical insurance will be studied, and the student will complete forms for Blue Cross/Blue Shield, Medicare, Medicaid, Workers' Compensation, CHAMPUS and private insurances using the proper coding system. (This is a 3 credit/4 contact hour course, plus a minimum of 4 practice hours.)

SO 224. INFORMATION PROCESSING FOR MEDICAL SPECIALIST 2 credit hours

Prerequisite: SO 152 or 210, SO 153 and high school typewriting or concurrent enrollment in SO 102 or equivalent

Advanced practice in information processing applications as it relates to medical offices, hospitals, and other medical related fields. Skill development in document formatting, revising, printing, and list processing is emphasized.

SO 225. INFORMATION PROCESSING SYSTEMS AND PROCEDURES 3 credit hours

Prerequisite: SO 151, SO 152, SO 153, SO 214 and high school typewriting proficiency or concurrent enrollment in advanced typewriting or equivalent.

Practical study of the fundamental systems and procedures comprising the information processing center. Emphasis on developing insights into the responsibilities of the information processing center staff, personnel qualifications, human relations, and the effective integration of the information processing system(s) with the other business systems. Includes information processing alternatives, equipment and needs surveys, organizing and implementing information processing, and management and control of the information processing function. (This is a 3 credit/4 contact hour course.)



SO 250. OFFICE SYSTEMS AND PROCEDURES 4 credit hours

Prerequisite: Two-year high school typewriting proficiency or concurrent enrollment in SO 203 or equivalent. SO 107 Clerical Methods and Procedures is recommended.

A practical study of the fundamental systems and procedures comprising the modern business office. This is the capstone of the secretarial program. As such, it covers most of the operational functions of the secretary that have been changed by technology. This course emphasizes the development of decision-making ability, time management, the setting of priorities, and good human relations. Included also are those tasks expected of the executive secretary or administrative assistant: making travel arrangements, preparing conferences and meetings, handling financial and investment reports, and presenting statistical information. Because competent secretaries today must become "word specialists," continuing importance is given to the area of effective communications.

SOCIOLOGY (SOC 09)

SOC 100. PRINCIPLES OF SOCIOLOGY 3 credit hours

Introduces students to unique ways of understanding and explaining the connection between self and society, the patterns of human relationships, social organization, and institutions: how they began, how they are maintained and transmitted, and how they are changed. Sociological study begins with the notion that we think, feel, and act as we do because of what we learn and observe and because of invisible social forces that pressure us to make choices to conform or to deviate. Scientific methods are then used to uncover the normative principles and relativistic complexity of human behavior and social arrangements, events and processes, as well as socio-cultural changes. This course is also taught as a television course using the series "Focus on Society."

SOC 150. MARRIAGE AND THE FAMILY 3 credit hours

This course examines the principles, practices, and problems of mate selection, marriage and family and singleness. Main themes will focus on how socio-cultural, technological and economic changes are reshaping marriage and family relationships, sexuality, and single lifestyles; how social and personal factors influence choices in interpersonal relationships, childbearing, communication and conflict. Some issues to be discussed are family planning, single-parenting, cohabitation, divorces, childcare, sex education, abortion, and spouse abuse.

SOC 202. CRIMINOLOGY 3 credit hours

An examination of the theories which attempt to explain criminal behavior. Punishment versus rehabilitation schools of thought dealt with as well as capital punishment. Attention also given to the functioning of police and court systems.

SOC 203. AGING AND SOCIETY 3 credit hours

This course examines the social and social-psychological aspects of the aging process and responses to it. Topics center on the policies, practices and principles of aging and include: socio-cultural attitudes towards aging, the social demography of aging, retirement, role changes and adult socialization, adaptive challenges; social responses: living environment, economic and political participation, sexuality, family life and social support, health experiences, government and community services, victimization, elderly minorities. Various issues are addressed: intergenerational conflicts, drug abuse, institutional care, prolonging life, elderly rights, ageism, gerontocracy and political activism, Medicare and social security.

SOC 205. RACIAL AND ETHNIC RELATIONS 3 credit hours

Examination of the basic concepts of racial and ethnic relations and the concept of race. Examines and analyzes the course of oppression and suppression, superiority and inferiority, majorities and minorities in racial subgroups.

SOC 207. SOCIAL PROBLEMS 3 credit hours

This course uses sociological concepts to explain how social forces can create and maintain as well as prevent major social problems that result from man's effort to meet their needs for survival and growth. Emphasis is placed on the institutional, social-structural, technological and social psychological reasons for: (a) global and environmental problems (population, energy, environmental depletion and pollution); (b) inequalities (poverty, sexism, racism, ageism, handicapism); (c) deviance and social control

(crime, war and the arms race, interpersonal violence, substance abuse, mental and physical illness); (d) institutional crises (family and divorce, work, education, media, economy and government).

SOC 250. JUVENILE DELINQUENCY 3 credit hours
The growing-up process of late childhood and adolescence from a sociological and cultural viewpoint. Problems of the individual in his/her social environment, group forces which lead to maladjustment and sociological principles for working with youth from the viewpoint of parent, teacher, police and youth organization leader.

SPANISH (SPN 21)

SPN 120. BEGINNING CONVERSATIONAL SPANISH 2 credit hours
Conversational in approach and assumes no previous knowledge of the language. Designed for students interested in practicing the fundamentals of spoken Spanish to enhance their travel enjoyment in Spain and Latin America as well as to promote an appreciation of these exciting cultures. May be taken as a review for students already enrolled in the first year course.

SPN 121. INTERMEDIATE CONVERSATIONAL SPANISH 2 credit hours
Prerequisite: SPN 111, its equivalent or consent
Continuation of Spanish 120. Provides vocabulary expansion and cultural insights through total student involvement in the conversation practice sessions in this flexibly structured course.

SPN 122. FIRST YEAR SPANISH II 4 credit hours
Prerequisite: SPN 111 or SPN 120 or equivalent
Continuation of Spanish 111. Emphasis on the spoken form and on the cultures of Latin American countries and Spain

SPN 123. SPANISH LAB II 1 credit hour
Prerequisite: Current enrollment in SPN 122
This course is intended to augment Spanish 122. Students will work in a supervised language lab with taped materials which correlate to the lessons in their texts and workbooks. Students intending to transfer will be offered accelerated materials as well as supplemental listening aids that include both music and literature.

SPN 224. SECOND YEAR SPANISH II 3 credit hours
Prerequisite: SPN 213, its equivalent or consent
Continuation of Spanish 213 with special attention to Latin American and Spanish literature.

SPEECH (SPH 23)

SPH 101. FUNDAMENTALS OF SPEAKING 3 credit hours
Instruction in essential speech processes and skills. Organization of speeches and effective delivery studied through the use of practical problems. The course attempts to relieve the stress the average person encounters when speaking in public, whether to a larger group or to an unfamiliar audience.

SPH 131. RADIO-TELEVISION SPEECH 3 credit hours
The development of an effective voice for speaking on the microphone through a study of contemporary standards in broadcast diction and voice production. The study of voice requirements for standard broadcast forms, views, interviews, features, commercials and music continuity. Basic oral reading techniques and a brief introduction to the International Phonetic Alphabet.

SPH 152. ACTING FOR THE THEATRE 3 credit hours
An introduction to acting through the physical aspects of the stage, using the stage as a vehicle to promote ideas and feelings. Scenes will be assigned.

STUDENT PERSONNEL SERVICES (SPS 07)

SPS 100. CAREER PLANNING SEMINAR 3 credit hours
Designed for persons undecided in their career and life goals and interested in exploring alternatives to current careers or who are interested in clarifying tentative decisions. This course provides opportunity for participants to become more aware of themselves and others and to become knowledgeable of careers, career alternatives, employment trends and issues and projections. Also provides opportunity for participants to develop and/or refine job hunting skills. Participants gather, evaluate and utilize appropriate career information to assist in planning, narrowing and implementing realistic career and life goals.

SPS 102. INDEPENDENT STUDY—CAREER PLANNING 1 credit hour
Independent Study course is designed for persons undecided about their career and life goals and unable to come to campus regularly for a group course (see SPS 100). At their own pace, participants complete a series of exercises and activities to learn about their goals, interest, skills, abilities, and values, to explore occupations and to learn decision-making techniques. Participants write a summary career plan upon completion and meet for consultation with instructor three times during the period of independent study. (Hours arranged on an individual basis.)

TECHNICAL AND COMMERCIAL ART (TCA 73)

TCA 103. FASHION ILLUSTRATION 2 credit hours
More than just a fashion review, the course will cover: figures and fashion, fashion research, constructing an art portfolio, fabric rendering, color rendering, and fashion newspaper advertising. (4 hours per week)

TCA 120. COMMERCIAL RENDERING 4 credit hours
Prerequisite: TCA 100 or consent
An introduction to the various materials and rendering techniques used by the commercial artist. Rendering of commercial illustrations with water colors, acrylics, pastels, colored pencils, pen and ink. (6 hours per week)

TCA 226. COMMERCIAL DISPLAY 4 credit hours
Prerequisite: Demonstration of working knowledge of color and color relationships
An introduction to the techniques of the design and construction of two- and three-dimensional displays. Emphasis on design, the working drawing or blueprint and the construction of a functioning model. (6 hours per week)

TCA 236. SPECIALIZED STUDY 2-6 credit hours
Prerequisite: Consent
An opportunity for students to work independently with faculty consultation in major study areas of Commercial Art and Technical Illustration. Directed periods of concentrated effort on assignments to demonstrate the individual's development and understanding with selected occupational areas. Major study areas of specialization may include cartooning, editorial illustration, animal illustration, commercial photography, graphic reproduction, advertising and lettering, layout, fashion illustration and commercial displays. (Class hours arranged)

WELDING AND FABRICATION (WF 71)

WF 100. FUNDAMENTALS OF WELDING 2 credit hours
A basic combination welding course dealing with oxy-acetylene and arc welding designed to meet the needs of students enrolled in Auto Body Repair, Auto Mechanics, Detailer Draftsman, etc. Typical applications made in a laboratory setting. (4 hours per week)

WF 101. ACETYLENE WELDING 2 credit hours
Designed for students who need a knowledge of oxy-acetylene welding and a degree of skill required by industry. Primarily for students whose occupations are associated with welding. (4 hours per week)

WF 102. ARC-WELDING 2 credit hours

An introductory course in arc welding covering theory and practice; proper procedures for various welding positions; both A.C. and D.C. welding is covered; electrode identification, classification and proper applications to typical operations. (4 hours per week)

WF 103. HELI-ARC WELDING 2 credit hours

Instruction given in tungsten, inert gas, shielded arc-welding, with manually operated torch on such metals as aluminum, stainless and mild steels; includes theory directly related to the composition and properties of these metals. (4 hours per week)

WF 104. SOLDERING AND BRAZING 2 credit hours

Course designed for basic knowledge of soft soldering, brazing, silver soldering, copper tubing and fittings, brazing of steel, silver soldering of copper and stainless. Practical application included.

WF 111. WELDING (BASIC OXY-ACETYLENE) 4 credit hours

The use of oxy-acetylene equipment to perform such operations as butt, lap, and fillet welds using filler rods; flame cutting, brazing, and silver soldering. Safety procedures and practices of gas welding emphasized. (8 hours per week)

WF 112. WELDING (BASIC ARC) 4 credit hours

The use of arc welding equipment both A.C. and D.C. to perform such operations as butt, lap and fillet welds using bare and shielded electrodes, all-purpose and special electrodes. Study of electrical welding, power supplies and electrodes included. Safety procedures stressed. (8 hours per week)

WF 123. WELDING (ADVANCED OXY-ACETYLENE) . . . 4 credit hours

Prerequisite: WF 111

Advanced instruction in oxy-acetylene welding with emphasis on "out of position" welded joints. Procedures covered and put in practice for fabricative welded joints on steel plate and pipe. Related theory included. (8 hours per week)

WF 124. ADVANCED ARC WELDING 4 credit hours

Prerequisite: WF 112

Advanced instruction in arc welding using both A.C. and D.C. arc welding equipment. Emphasis on "out of position" welded joints in mild steel, alloy steels and procedures covered for cutting, beveling, and fabricating various welded joints. Related theory, codes and standards included. (8 hours per week)

WF 200. LAYOUT FOR WELDERS 2 credit hours

Layout problem solving for the welder including techniques using layout die, combination squares, protractors, center heads trammel, points, dividers, and straight edges. Template making for pipe cutting and joining emphasized. A basic math review and the properties of a circle such as radius, chords, and degrees of angularity for jobs done in the field included. (3 hours per week)

WF 210. WELDING METALLURGY 3 credit hours

Metal properties and identification properties through testing, effects of alloying element, specification use and application of mild steel, low steel alloys, stainless steel principles of electricity as they apply to different welding applications and heat treatment of metals. (3 hours per week)

WF 215. ADVANCED T.I.G. AND M.I.G. WELDING 4 credit hours

Tungsten-inert gas shield arc welding with manually operated torch on such metals as aluminum, mild steel and stainless steel. Technical theory directly related to T.I.G. welding including the composition and properties of metals. (8 hours per week)

WF 226. WELDING (SPECIALIZED) 4 credit hours

Prerequisite: Consent

Specialized oxy-acetylene welding, inert gas-shield arc and consumable carbon dioxide welding. Emphasis given aluminum, stainless steel, high alloy steels and cast iron. Procedures for welding of the exotic metals such as titanium, columbium, zirconium, and molybdenum included. (8 hours per week)

WF 227. BASIC FABRICATION 3 credit hours

Prerequisite: Consent

For advanced welders planning to use their welding skills in manufacturing. Teaches the skills necessary to design, cut and fit pieces to be welded. Welders are trained in the use of modern machines for bending, punching, cutting, and shaping. Each student takes a self-chosen project and carries it through from blueprints to actual assembly. Includes estimation of material and labor costs.

WF 229. SHAPE CUTTING OPERATIONS 3 credit hours

Prerequisite: Consent

The students will learn the shape-cutting process with oxy-acetylene and plasma cutting torches. With the use of the optical eye and Burny IV N.C. control, the student will learn how to cut mild steel, aluminum, and stainless steel parts.

**WOMEN'S STUDIES
(WS 06)**

WS 104B. WOMEN IN HISTORY 1 credit hour

Students will explore the historical role of women by means of their writing. In this rich and exciting history, women have contributed and preserved a cultural tradition often ignored by the standard texts in many disciplines. This course will study the contributions of American women from slaves who resisted racial genocide through wartime women involved in the labor force; military and on the home front.

WS 109. WOMEN'S HEALTH CARE 3 credit hours

Patient's rights, malpractice, natural childbirth, menopause, birth control research, medical experimentation, prescription drugs, doctor/patient relationship, breast self-exam, unnecessary surgery, other issues relating to medical care for women. This course is also taught as a television course using the program series "Contemporary Health Issues."

WS 115. ASSERTIVENESS TRAINING FOR WOMEN 3 credit hours

Teaches non-aggressive means of reducing fears, resolving conflicts, expressing likes and dislikes more fully, experiencing personal rights, increasing self-respect.

WS 203. ADVANCED WOMEN'S STUDIES SEMINAR 2 credit hours

Prerequisite: WS 103 or equivalent

A more in depth examination of specific experiences of women in our society through the continued exploration of history, theory and their cultural interpretation. Course includes readings, discussions and lectures.

c. This document is intended to be used with the catalog, which provides complete information on courses as well as College regulations and more details on the academic calendar and procedures.

AFFIRMATIVE ACTION-NON-DISCRIMINATION

It is the policy of Washtenaw Community College not to discriminate on the basis of sex or race in admissions, employment or in the operation of any educational program or activity. Any inquiries should be directed to Title IX Coordinator.

DISCLAIMERS

a. This document is for informational purposes only and is not to be construed as a binding offer or contract between the College and the student. This document was prepared on November 15, 1985 and is subject to change without prior notice.

b. The listing of the Instructors' names in the class schedule is for informational purposes only and does not constitute a contract of employment or offer to employ any named instructor. Instructional assignments are subject to change in accordance with College policies as the needs of the College may require.

CREDIT-FREE CLASSES

CONTINUING EDUCATION SERVICES (973-3616)

The Office of Continuing Education Services extends the resources and facilities of Washtenaw Community College to business, industry, labor, and the community. These special seminars and workshops provide education and training for groups in industry, government, organizations, agencies and the professions.

Continuing Education Services welcomes special training requests from business, industry and labor. Courses/workshops and seminars are designed by contract for specific firms, agencies or organizations and may be conducted during the workday, during off hours, or on weekends, on campus and at local sites.

Educational Services for Business/Industry:

Continuing Education Services custom designs seminars and short courses for local businesses, organizations and industry.

These programs offer training for managers, supervisors, clerical staff, or any groups with specific needs in management, finance, interpersonal development, office management, or clerical skills. Retirement planning, employee motivation, communications skills, supervisory skills for new managers, and financial planning are examples of our custom-designed programs.

For more information on custom-designed workshops, please contact the Continuing Education Services Office at 313/973-3493.

Educational Services

Continuing Education Services works with Washtenaw Community College faculty and community professionals to tailor seminars for local agencies and organizations. Career assessment and planning, management training and effective communications are samples of seminars tailored for special groups.

For more information on tailored seminars and workshops, contact the Continuing Education Services Office at 313/973-3493.

Registration Procedures for Continuing Education Services Offerings:

Fees for non-credit offerings are calculated for *each* person. Fees listed include total number of sessions for each workshop.

Registrations must be prepaid to guarantee a place in the class and are accepted on a space available basis. Any offering or class is subject to cancellation due to insufficient prepaid enrollment. All efforts are made to contact registered students if a cancellation occurs. Full refunds will be processed for classes cancelled due to insufficient enrollment.

In case of withdrawal from a Continuing Education Services workshop before the first class session, the student may claim a 100% refund. The student may claim a 75% refund of the fee if withdrawal is made within the first week of class. A 50% refund will be processed if withdrawal is made within the second week of class. No refund is processed after the second week. Applications for refund may be made by phone or in person at the Continuing Education Services Office. A check covering your refund will be sent to you within four to six weeks.

Registration for any Continuing Education Services workshop can be taken by mail using the coupon, or in person at the Continuing Education Services Office (LA 102). For more information on registration, please call 973-3616.

All of the programs offered are tailored to give you the information you need in the most cost-effective manner possible. They are conducted in an informal atmosphere and the instructors are men and women from business, the community and the faculty at Washtenaw Community College.

Continuing Education Services classes may be tax deductible, i.e. registration fees, and cost of travel, if educational expenses (1) maintain or improve skills required in one's

employment or other trade or business, or (2) meet express requirements of an employer or a law imposed as a condition to retention of employment, job status or rate of compensation. (Treasury regulation Section 1.162.5)

"Check-in" for all Continuing Education Services classes is held in LA102 unless otherwise noted. Please report there on the first night of the class or workshop.

CAREER AND NEW CAREER DEVELOPMENT

JOB SKILLS

These workshops and seminars provide information, skills and skill "refreshing" for making initial career decisions or mid-life career changes, exploring new markets, and meeting the career-related needs of adults.

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AGRIBUSINESS

Agribusiness classes are offered to the small or weekend farmer interested in the economics of agricultural issues. They are co-sponsored with the Cooperative Extension Service of Washtenaw County.

GROUNDS MAINTENANCE TECHNICIAN TRAINING PROGRAM

..... 6 weeks
Thursdays beginning February 13 • 7:00 p.m. • 9:00 p.m. • Instructor: Roberta Lawrence - Fee: \$75.00

A certified program for persons currently employed or seeking jobs in the area of grounds maintenance. Will include season-long planning for lawn maintenance, planting, pruning trees and shrubs, recognition of common plant problems and sprayer calibration. Co-sponsored with Cooperative Extension Service. Materials are included in the cost of registration. The instructor is Bobbi Lawrence, Extension Horticultural Agent. AGB 680-001

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BEYOND THE TYPEWRITER: THE OFFICE PROFESSIONAL

This series of seminars is designed to give office workers the opportunity to increase their knowledge and sharpen their skills for their personal satisfaction and on-the-job effectiveness. Enrollment is limited, so register early.

Continuing Education Units (CEUs) will be awarded to those who attend. The CEU is a national measurement unit used for recording, transferring, and gaining recognition for one's participation in non-degree learning experiences.

If you are interested in having any of these seminars scheduled at your business or organization, please contact Continuing Education Services, (313) 973-3616.

WRITTEN COMMUNICATION SKILLS FOR PROFESSIONAL SECRETARIES, ADMINISTRATIVE ASSISTANTS, AND OFFICE MANAGERS

..... 1 session
Wednesday, February 19 • 8:00 a.m. - 2:00 p.m. • Fee: \$40.00

A recent survey of Washtenaw County employers shows their top training priority for clerical and support staff is improved written communication skills. To meet this need, Washtenaw Community College offers a 6-hour writing skills conference designed for the particular writing needs of secretaries, office managers, administrative assistants, and other support staff. The grammar workshop focuses on clarity, punctuation, sentence structure, subject/verb agreement, and spelling. The second workshop targets the "How-to's" of letters, memos, reports, and writing: simplify and organize their contents; edit for style and grammar; avoid clichés; sound businesslike, yet conversational; use the active voice; and understand the principles of organization with respect to paragraph structure, correct order, and the five "W's." Attendees will get much practice and individual attention throughout the day. Lunch is included in the fee. Workshop leaders are consultants and teachers in communications skills and business English. All have experience in the business world. This conference is co-sponsored by the Huron Valley Chapter of Professional Secretaries International. (.5 CEUs) SOS 610-001

A POTPOURRI OF SKILLS FOR THE PROFESSIONAL SECRETARY, OFFICE MANAGER, AND ADMINISTRATIVE ASSISTANT

..... 1 session
Friday, March 21 • 8:45 a.m. - 4:00 p.m. • Fee: \$45.00

Employers highly value "people" skills and organizational ability in their office staffs. This seminar presents workshops covering the skills most often mentioned by employers and professional secretaries: Building an Effective Secretary-Supervisor Team, or How to Bring Out the Best in Each Other; Problem Solving and Decision Making; Prioritizing and Managing the Work Flow; and Delegation Skills: When and How to Delegate. Lunch is included in the fee. The presenters are business professionals and trainer/consultants in communication and office skills. Co-sponsored by the Huron Valley Chapter of Professional Secretaries International. (.6 CEUs) SOS 650-001

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COMMUNICATIONS: WRITING THAT GETS RESULTS

Writing so that others easily and clearly understand you is a very valuable skill — and one that can be learned like all other skills. Each seminar is designed to strengthen specific written communication skills for use in business or community organizations.

WRITING ON THE JOB: EFFECTIVE COMMUNICATIONS FOR PEOPLE IN BUSINESS

..... 4 weeks
Tuesdays beginning March 4 • 7:00 p.m. - 9:30 p.m. • Instructor: Marjorie Lynn • Fee: \$50.00

All successful professionals must have good, effective written communication skills. Part of every business day is spent writing letters, memos, reports, and other kinds of messages. This four-session seminar is designed for business and professional people to improve their skills in: determining the writing styles, strategies, and approaches to best accomplish their purpose; getting started, organizing material, and writing clearly and with impact; sharpening personal style, tone, grammar, and punctuation; and formatting charts, graphs, headings, and appendices. Special needs of the participants will be addressed. Participants who complete the seminar should have improved clarity, organization, speed, and effectiveness in their business writing. The presenter, Marjorie Lynn, has been an instructor of business English and presently is a consultant/trainer in communication skills to business and industry. COM 535-001

HOW TO WRITE A NEWS RELEASE FOR YOUR SMALL BUSINESS

..... 1 session
Wednesday, April 16 • 7:30 a.m. - 9:30 a.m. • Instructor: Patricia Materka • Fee: \$20.00

Exposure for your small business brings new business and increased profits. News articles about your business can be the most effective free advertising you receive. This workshop will explain the three kinds of formats used to announce new promotions, events, and products or services in press releases. Appropriate and inappropriate writing styles, proper length, and timing also will be discussed. Bring samples of successful or unsuccessful press releases you have written, or your ideas for press releases you'd like to get printed. The presenter, Pat Materka, is a public relations writer for the University of Michigan Information Service. She has been a reporter and freelance writer/editor and is the author of *Time in, Time Out, Time Enough*. COM 595-001

Note: This workshop is held at the Ypsilanti Chamber of Commerce, 11 N. Adams Street, Ypsilanti. Coffee and doughnuts are served.

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CONTINUING EDUCATION IN PLASTICS TECHNOLOGY

Continuing Education in Plastics Technology is co-sponsored with the Society of Plastics Engineers. Designed to update those in technically oriented positions and to provide basic knowledge for those who wish to enter the plastics industry, the classes are offered on topics and at times convenient for the participants. These classes will apply toward a Certificate in Plastics Technology.

OVERVIEW OF PLASTICS 6 weeks
Thursdays beginning January 30 • 6:30 p.m.-8:30 p.m. • Instructor:
Tom Parr • Fee: \$80.00

Provides an insight into the general plastics industry, what is plastic, type of basic plastics used, how they are measured, which types of processes are used for various products. Processes surveyed are: injection, blow, extrusion, compression, calendaring, vacuum, casting fabrication and decoration. The instructor, Tom Parr, has 20 years experience in the plastics industry and is currently the advanced manufacturing engineering manager at Ford Motor Company, Plastics, Paint and Vinyl Division, Milan. PLT 540-002

PRINCIPLES AND PRACTICES OF INJECTION MOLDING II 6 weeks

Wednesdays beginning March 5 • 6:30 p.m.-8:30 p.m. • Instructor:
Jim Courtney • Fee: \$80.00

We will review the mold, the injection molding machine, and the injection molding processes in detail using the latest technology relative to the industry. We will investigate the machine variables and how they interrelate to produce quality parts. Also, we will cover the use of the computer and its application to injection molding and the injection molding processes. The instructor, Jim Courtney, is a professional engineer registered in the state of Michigan, with 25 years experience in the plastics industry. PLT 510-001

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**ENTREPRENEURIAL AND
SMALL BUSINESS MANAGEMENT SEMINARS**
co-sponsored with
THE YPSILANTI CHAMBER OF COMMERCE

The following seminars are designed for current or potential entrepreneurs. The seminars are co-sponsored by the National Small Business Training Network, the Office of Economic Development, the Michigan Department of Commerce, and the Small Business Administration.

SUCCESS THROUGH ASSERTIVENESS FOR MANAGERS AND OTHER PROFESSIONALS 5 weeks

Tuesdays beginning March 18 • 6:30 p.m.-8:30 p.m. • Instructor:
Dale Crayne • Fee: \$115.00

Learn how to get what you deserve. "Success through Assertiveness" will put you in command of your career and help you respond even to difficult situations according to your own desires, interests, and feelings. Learn how being properly assertive at the right time and in the right places can help you get where you want to go. Learn to reduce fears and anxieties, shift from reaction to action, increase your ability to get the job done, develop and maintain good personal relationships, enhance your self-image, and say no when you want to. This course is a part of the American Management Association Extension certificate series in Management and fulfills one-sixth of the courses required for AMA certification. The presenter, Dale Crayne, is an instructor in assertiveness skills at Washtenaw Community College. She conducts workshops in interpersonal communication skills, stress, assertiveness, and motivation. SBM 810-001

BUSINESS PLAN: YOUR BLUEPRINT TO SUCCESS 1 session

Thursday, February 13 • 7:00 p.m.-9:00 p.m. • Instructor: Anthony
Comazzi • Fee: \$20.00

One of our most popular workshops. A good business plan is essential for anyone starting in business or expanding his business. This seminar outlines the process of developing a business plan, its relationship with other strategies and operating plans, and what each section of the plan should contain. The presenter, Anthony Comazzi, MBA, has twenty years experience in sales and marketing, has been a vice-president for sales and marketing in two high-tech companies, and is a business consultant in marketing, sales, planning, and management. SBM 585-001

SMALL BUSINESS FORMATION 2 weeks

Tuesdays beginning February 18 • 7:00 p.m.-9:00 p.m. • Instructor:
Mark Ouimet • Fee: \$35.00

Are you planning to start a small business? What form is best for you? How do you begin to put together a business plan? What are the pros and cons of starting a business from scratch vs. taking over an existing operation? These questions will be addressed, along with a discussion of the necessary paperwork and procedures to be followed. Also, learn what to

look for when selecting an attorney or accountant who will meet your needs. Presenter Mark Ouimet is vice-president and director of business development at Great Lakes Federal Savings. SBM 505-001

BASIC ACCOUNTING AND RECORD KEEPING FOR SMALL BUSINESS 1 session

Saturday, March 8 • 9:00 a.m.-1:00 p.m. • Instructor: Ed Barann
• Fee: \$25.00

This overview of accounting materials and procedures required for small businesses will include general ledger preparation, how to use and prepare financial reports, procedures to prepare basic accounting documents, and how to maintain and update supplementary accounting records. Presenter Ed Barann, CPA, is an associate with the accounting firm of Plante and Moran. SBM 620-001

HOW TO BUILD MEMORY SKILLS 5 weeks

Mondays beginning March 17 • 7:00 p.m.-9:00 p.m. • Instructor:
Mary Ellen Dolan • Fee: \$115.00

This seminar series is especially important to executives, managers, and supervisors who make presentations or deal with people often. Good memory skills will help you organize your mind and accomplish tasks in half the time. You will stop going over work two or three times or reading the same report over and over again because you've forgotten something. You'll become more at ease — both socially and at work — because you will be able to recall people's names, facts about them, details about current events, and highlights of important articles. You'll learn to retain more of what you read, remember what you hear and see, use a sensory approach to memory, use memory aids, and memorize speeches or presentations in minutes. Memory Skills is a part of the American Management Association Extension certificate series in Management and fulfills one-sixth of the management courses required for AMA certification. Presenter Mary Ellen Dolan is a training and development consultant for Credit Union Processing, Inc. SBM 910-001

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BUSINESS FOR BREAKFAST

Washtenaw Community College, in cooperation with the Ypsilanti Area Chamber of Commerce, presents management training for local entrepreneurs. Workshops will be held at the Ypsilanti Chamber of Commerce, 11 North Adams Street, Ypsilanti. Coffee and doughnuts are served.

HOW TO ORGANIZE AND RUN AN EFFECTIVE MEETING 1 session

Wednesday, March 5 • 7:30 a.m.-9:30 a.m. • Instructor: Kenneth Jones
• Fee: \$20.00

Are your meetings too long, a little boring, or not as productive as you'd like? Learn how to run an effective meeting that is task-oriented, how to make and use an agenda, and how to end meetings on time. Run meetings that produce RESULTS! Presenter Kenneth Jones is the president of Kenneth Jones and Associates, Human Resource Consulting. BFB 560-001

HOW TO DESIGN AN EFFECTIVE AD FOR THE SMALL BUSINESS 1 session

Wednesday, March 19 • 7:30 a.m.-9:30 a.m. • Instructor: Gail Nicklowitz
• Fee: \$20.00

Effective ads bring increased business. Business owners must consider size, writing, design, appeal, "punch," and frequency of advertising in developing ads for their product or services. This workshop, especially designed for the small businessperson, will help participants to: decide what should and what should not be included in the ad; arrange graphics and copy to create maximum visual impact; understand terms and how to use materials needed in ad preparation; maximize the ad's effectiveness in terms of continuity, size, color, and frequency; and utilize the artistic resources available at many publications. Presenter Gail Nicklowitz has experience in ad design and newspaper ad sales. She is the director of advertising for Ideation, Inc., the largest gift catalog company in the United States. BFB 590-001

MOTIVATING AND WORKING EFFECTIVELY WITH EMPLOYEES.....1 session

Wednesday, April 2 • 7:30 a.m.-9:30 a.m. • Instructor: Dale Crayne • Fee: \$20.00

Productive, happy employees don't just happen. Their supervisors and managers have learned how to encourage their enthusiasm, cooperation, and best work. If you would like to see improved performances and attitudes in your employees, this workshop will help you to improve your skills in giving and receiving feedback, resolving conflict, giving constructive criticism, delegating responsibility, and clarifying decision making. The presenter, Dale Crayne, is a part-time instructor at Washtenaw Community College. She has degrees in psychology and education and is a consultant/workshop leader for interpersonal communication skills, stress, assertiveness, time management, and motivation. BFB 760-001

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PROFESSIONAL DEVELOPMENT: MANAGEMENT SKILLS

Effective management demands the application of specific skills and techniques. The following seminars are designed to provide techniques and strategies that contribute to successful management. Participants can be individuals in or seeking management positions.

Washtenaw Community College also extends its services to organizations and agencies. Any of these seminars can be adapted to meet particular employee/training needs. Your employees can attend the classes at the College, at your organization, or at other convenient locations. For more information call (313) 973-3616.

LEADERSHIP AND DELEGATION SKILLS.....1 session

Tuesday, February 11 • 6:00 p.m.-9:00 p.m. • Instructor: Kenneth Jones • Fee: \$30.00

Successful leaders are those who can adapt their behavior to meet the demands of every unique situation. You will learn how to recognize the situations which call for leadership, what leadership styles and options are appropriate, and assess the effectiveness of your own leadership style. Because a successful leader must know how to delegate, this seminar will discuss the process of delegation, why delegation is important, and how to decide what to delegate, to whom, and when to delegate. The presenter, Kenneth Jones, is the president of Kenneth Jones and Associates, Human Resource Consulting. PDM 500-001

COPING WITH CHANGE.....1 session

Tuesday, February 25 • 6:30 p.m.-9:00 p.m. • Instructor: Terri Atkin White • Fee: \$25.00

Society and the business world have changed more in the past twenty years than in the previous two hundred years. People who are able to cope with change and the stresses change brings about are today's successful survivors. This workshop will help you to: target changes which create stress in your life; separate the conditions which you can control from what you cannot control; learn techniques to modify your behavior; and learn practical applications of these techniques to better control your life in the changing world. The presenter, Terri Atkin White, is owner and director of Atkin White Associates. She is a management consultant specializing in the problems of change, stress, and conflict in the workplace. PDM 665-001

THE ART OF NETWORKING: THE KEY TO PROFESSIONAL SUCCESS.....1 session

Thursday, March 6 • 7:00 p.m.-9:00 p.m. • Instructor: Jacqueline Allen • Fee: \$15.00

It used to be called "making contacts." Now it is called "networking." Whatever the term, mastering this technique is vital to your professional success. Networking has changed the way business is conducted. Today's professionals use networking to find jobs, change jobs, and increase clientele and profits for their business. You will learn how to: develop effective social contacts; know the difference between social and business contacts; locate organizations, people, and publications that can help you; and use mailing lists and other forms of advertising to increase your network. You will also become aware of the pitfalls of too much networking. Presenter Jacqueline Allen is a business consultant/trainer in networking, teamwork effectiveness, and effective communications. She is an academic advisor in the Adult Resource Center, Washtenaw Community College. PDM 790-001

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REAL ESTATE

Real estate seminars and courses are designed for two groups: for the general public, courses are offered in buying, selling, and restoring houses or commercial properties for investment or for personal use. For professional real estate people and those interested in becoming realtors, real estate continuing education courses required for recertification by the Michigan Board of Real Estate and Salespersons' and the basic real estate course required for new realtors are offered every semester.

Michigan Real Estate Salespersons' License Examinations will be held at Washtenaw Community College on January 25, February 22, March 22, and April 26.

REAL ESTATE FUNDAMENTALS, SECTION I.....5 weeks

Monday and Wednesday, beginning January 13 • 6:00 p.m.-10:00 p.m. • NCI Associates, Ltd. • Fees: \$75.00 tuition and \$30.00 materials and texts

REAL ESTATE FUNDAMENTALS, SECTION II.....5 weeks

Monday and Wednesday, beginning March 10 • 6:00 p.m.-10:00 p.m. • NCI Associates, Ltd. • Fees: \$75.00 tuition and \$30.00 materials and texts

Designed for those preparing for the Michigan Real Estate Salespersons' License Examination and for anyone who wants an extensive overview of real estate, this series covers real estate laws, contracts, financing, ownership, brokerage, valuation, and fair housing. The course is approved for forty hours of statutory requirements by the Department of Licensing and Regulation. There are two fees: \$75.00 tuition and \$30.00 for materials and textbooks. Participants may pay with a single check for \$105.00. Instructors are licensed realtors and are employed by NCI Associates, Ltd., a private vocational school specializing in real estate courses. RES 520-001 and RES 520-002

REAL ESTATE CONTINUING EDUCATION, 1986-1987, I.....1 session

Saturday, February 1 • 9:00 a.m.-4:00 p.m. • Instructor: Jack Waller • Fee: \$20.00

REAL ESTATE CONTINUING EDUCATION, 1986-1987, II.....1 session

Saturday, April 12 • 9:00 a.m.-4:00 p.m. • Instructor: Jack Waller • Fee: \$20.00

This course is certified and required by the Department of Licensing and Regulations for all real estate licensees and will fulfill the 6 hour statutory requirement for license renewal in 1987. Topics include: Occupation Code, economic conditions, 1984 tax reform act, fair housing and court cases, law of agency, and code of ethics. Be prepared to give name and ID number as it appears on your license. Coordinators of this course are NCI Associates, Ltd. RES 530-001 and RES 530-002

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STATISTICAL PROCESS CONTROL

STATISTICAL PROCESS CONTROL REVIEW.....1 session

Friday, January 31 • 8:00 a.m.-5:00 p.m. • Instructor: Dave Fluharty • Fee: \$50.00

Recommended for executives who don't use SPC daily and those familiar with SPC who need or want a refresher. A one day seminar covering basic statistical techniques and problem solving approaches. Emphasis will be placed on construction and interpretation of x-bar and R charts, pareto charts, check sheets, flow charts and cause and effect diagrams will also be discussed. The instructor, Dave Fluharty, Ford Motor Company, is a member of Ford's Statistical Methods Council. Participants will receive a certificate and .8 CEUs. Fee includes all materials and lunch. SPC 530-001

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HOME HEALTH AIDE

HOME HEALTH AIDE.....6 weeks

Mondays, Tuesdays and Wednesdays beginning March 10 • 6:00 p.m.-10:00 p.m. • Instructor: Judi Pawloski • Fee: \$175.00

A Home Health Aide (HHA) is a male or female trained to perform health

care and homemaking tasks which a client, family member or friend may be unable to do because of age, physical or social condition. This training program is designed to give the beginning or experienced health care worker a comprehensive set of nursing assistant and home management skills. Lectures and clinical practice will encompass seventy-seven hours. Clinical practice will take place at an area nursing home and will be arranged for a Saturday. Participants will have the opportunity to be Red Cross C.P.R. certified, earn 7.7 Continuing Education Units and be assisted in seeking employment. If you are interested in financial aid, contact the Continuing Education Services Office immediately. The textbook, *Being a Home Health Aide*, should be purchased at Washtenaw Community College's bookstore and brought to the first class. The instructor, Judi Pawloski, is a Registered Nurse and is experienced in teaching health and care skills to home aides. HHA 500-001

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GED PREPARATION

Monday and Wednesday beginning January 20 • 2:00 p.m. - 6:00 p.m.
• 15 weeks

Offered by Ann Arbor Public Schools, Department of Community Education and held on Washtenaw Community College Campus, this course prepares you for the GED. For information concerning registration and specifics of class, call 994-2300 (Ann Arbor Public Schools).

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INDIVIDUAL AND FAMILY DEVELOPMENT

FINANCIAL PLANNING SEMINARS

Make your money work for you. Learn to manage your finances effectively. Local professionals will discuss personal financial management as a "skill" that can help you achieve your financial goals.

FINANCIAL PLANNING..... 5 weeks

Beginning Tuesday, January 28 • 6:30 p.m. - 8:30 p.m. • Instructor: Anthony Vadino • Fee: \$65.00

This seminar is designed to give participants information and guidance in managing their personal financial affairs. It is a working seminar and will assist you in preparing your own financial plan with the guidance of certified financial consultants. Seminar topics include basic financial concepts, basic investments and income-oriented investments, insurance and the mechanics of developing your financial plan. A CPA will discuss tax planning and a lawyer will discuss trusts and wills. The instructors are Jerome S. Rydell, Ch.F.C., C.F.P., Pres., Gordon E. Ulrey, Ch.F.C. and Anthony T. Vadino, Ch.F.C., C.F.P. of Sigma Financial Corporation. IFF 505-001

IRS AND YOU — INCOME TAX REVIEW..... 1 session

Wednesday, January 29 • 7:00 p.m. - 9:00 p.m. • Instructor: Ken Lindow • Fee: \$20.00

The class will focus on income tax preparation and planning for individuals. Topics will include types of forms, available deductions and planning that will utilize the law to minimize your tax liability. Bring your latest federal income tax return to class for your own reference. Ken Lindow is a Certified Public Accountant, specializing in taxes and a partner of Hoag, Lindow and Company. IFF 620-001

TAX PLANNING AND STRATEGIES..... 1 session

Wednesday, February 5 • 7:00 p.m. - 9:00 p.m. • Instructor: Ken Lindow • Fee: \$20.00

Learn how to develop a year round tax plan. We will cover how to prepare a tax projection and strategies to implement in order to minimize taxation. The instructor, Ken Lindow, is a Certified Public Accountant specializing in taxes, and a partner of Hoag, Lindow and Company. IFF 625-001

IRAs: EVERYTHING YOU NEED TO KNOW..... 1 session

Thursday, February 20 • 7:00 p.m. - 9:00 p.m. • Instructor: Earl Miner • Fee: \$20.00

Learn what varieties of IRAs are available; features of each, advantages and disadvantages of each. We will help you in deciding what type of

investment vehicle, i.e. mutual fund, life insurance, certificate of deposit, real estate, etc. will be appropriate to further your financial goals. Earl Miner, senior vice-president and trust officer with Citizens Trust, will be the instructor. Mr. Miner is a member of the Michigan Bar Association and has taught numerous classes on legal and financial issues. IFF 535-001

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WOMEN'S RESOURCES

Seminars and workshops that respond to the needs and interests of the contemporary woman. Facilitators and instructors are professionals sensitive to the unique demands placed on women in school, on the job and in the home.

INVESTMENT FOR WOMEN..... 3 weeks

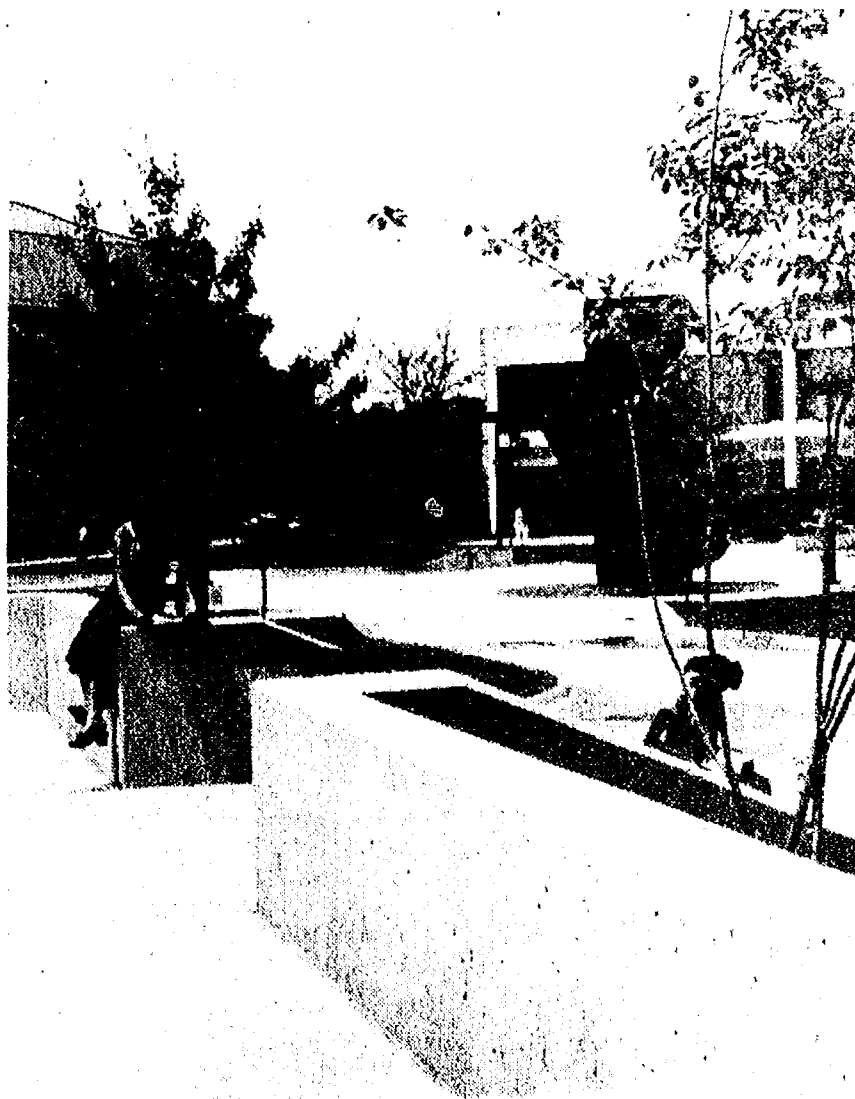
Mondays beginning February 24 • 7:00 p.m. - 9:00 p.m. • Instructor: Diane Farber • Fee: \$20.00

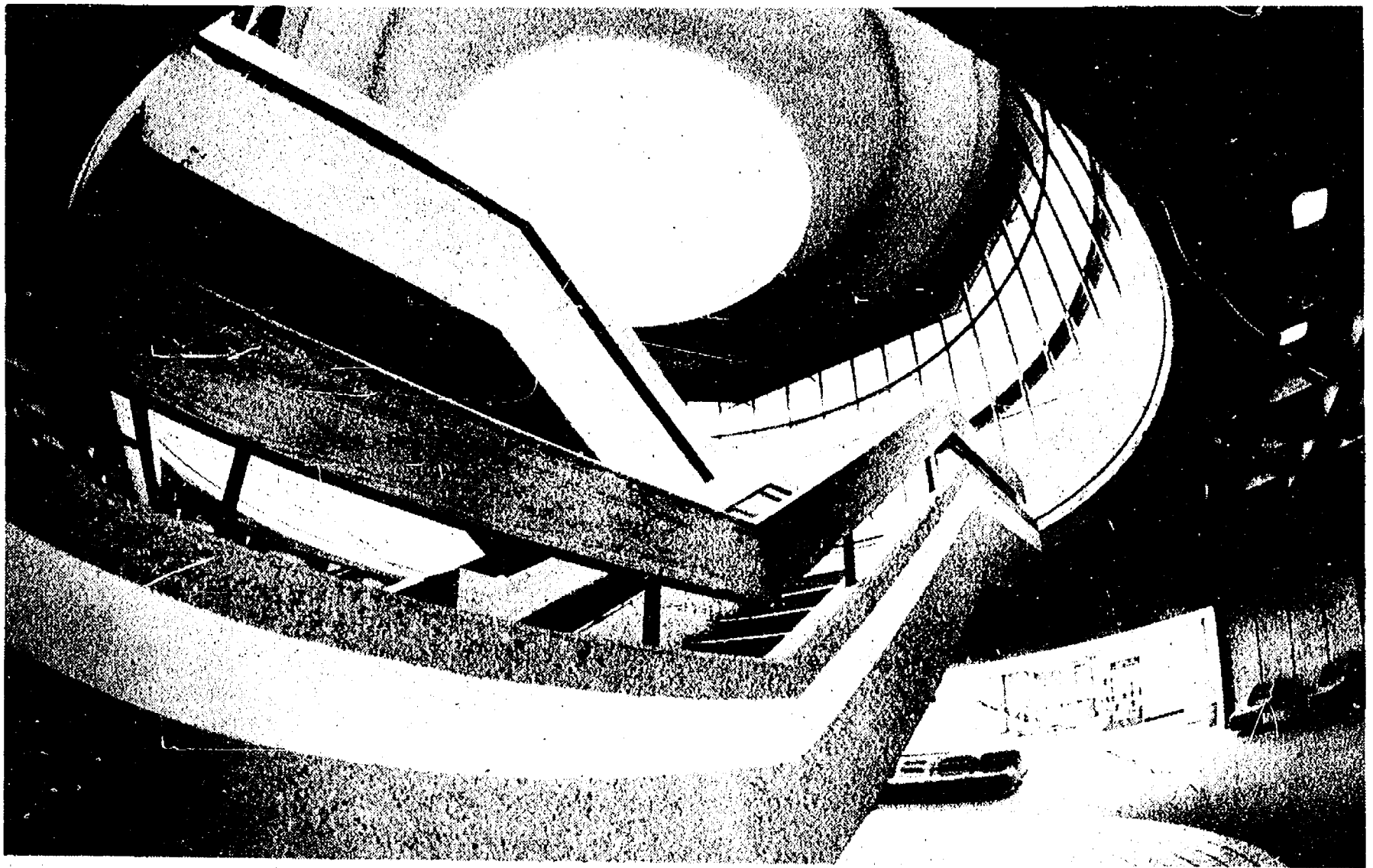
This series of three seminars will begin with a review of basic investment strategies and then focus on useful techniques for choosing stocks. Also included in the sessions will be retirement planning information with emphasis on protecting your investments against inflation. Instructor is Diane Farber, investment counselor with Prudential-Bache. WOS 630-001

MINDING HER OWN BUSINESS: WOMEN AS ENTREPRENEURS..... 1 session

Friday, April 18 • 9:00 a.m. - 4:00 p.m. • Fee: \$55.00

For women business owners, those who operate their own business part-time and wish to expand, or for potential entrepreneurs, this one-day conference will introduce, reinforce, or review the essential needs and concepts of successful business ownership, operation and expansion. Sessions will cover topics relevant to success in small business: how to get financing; why and how to develop a business plan; promoting and publicizing your business; how and why to research the marketplace to determine the climate for your service or product; franchising as a business option; and a panel of women entrepreneurs for a question and answer session. The keynote speaker will be Tavi Fulkerson, owner and president of the Fulkerson Group, public relations. All presenters and panelists are successful businesswomen. Lunch is included in the fee. WOS 600-001





 DETACH AND MAIL

ENROLLMENT COUPON

CONTINUING EDUCATION SERVICES

Washtenaw Community College

4800 East Huron River Drive • P.O. Box D-1 • Ann Arbor, Michigan 48106

Check or money order made payable to Washtenaw Community College for Seminar/Workshop. Fee must accompany coupon.

LAST NAME	FIRST	MIDDLE	SOC. SEC. NO.	HOME PHONE
MAILING ADDRESS — NO. & STREET			CITY	ZIP CODE
WORKSHOP NAME			DATE	TIME
				FEE

SPECIAL SERVICES

ADULT RESOURCE CENTER (973-3528)

This is a special drop-in center offering help for adults entering or re-entering school; making course program and career decisions, or desiring personal counseling. The Center staff is especially sensitive to the concerns and needs of female and minority students.

Drop-in center hours for each semester will be posted on the ARC news board in the cafeteria area. The Center is located on the first floor of the Student Center Building, 4800 East Huron River Drive, Ann Arbor.

Financial Aid Information:

The State of Michigan Department of Education, Voc-Tech Department, offers tuition monies for students who meet certain qualifications such as re-entry into the labor market for single parents, homemakers required to work because of dissolution of marriage, upgrading of skills for the current labor market, and/or entry of women into careers traditionally held by men or by men into careers held by women. For further information, contact the Center at 973-3528.

Some WCC scholarships for a limited number of credit hours on a first-time at WCC basis are also available. Call 973-3528.

Classes and Seminars:

CREDIT CLASSES:

WS 103 — Psychology/Biology of Women, 3 credit hours, Tuesday and Thursday 11:00 a.m. -12:30 p.m.

See page 76. (Use standard College registration procedure to register for these classes.)

SEMINARS—A number of seminars will be offered by the Center throughout the Winter semester. Specific dates will be announced in February. Seminar topics are as follows:

- **TEST-TAKING TECHNIQUES AND ANXIETY MANAGEMENT**—Group will meet for 1½ hours per week for 2 weeks. This seminar will be repeated throughout the semester.
- **THE BALANCING ACT: MANAGING HOME AND GOING TO SCHOOL**—Group will meet 1½ hours per week for 2 weeks. A person's re-entry into academic life requires the balancing of many responsibilities. If you are returning to school or going to school for the first time, this seminar is designed for you. Topics include: Time-management, Goal-setting, Decision making, Family support, Re-establishing basic academic skills.

Registration process and dates will be announced in October. **ALL SEMINARS ARE FREE.**

The Adult Resource Center also coordinates the Emeritus Program through which workshops requested by and designed for older adults are held at convenient locations throughout Washtenaw County. These courses are offered free of charge to any Washtenaw County resident 60 years of age and retired.

BOOKSTORE (973-3594)

The College serves the student body and enhances the instructional programs through the bookstore. Books, instructional aids, equipment, materials, and other supplies are readily accessible for students and staff. Costs are kept to a minimum, consistent with the College goal of service to students. Located at the south end of the lower level of the Student Center Building, the Bookstore is open daily (please check the sign for exact times). The bookstore accepts traveler's checks, cashier's checks, certified checks, MasterCard and VISA, **BUT DOES NOT ACCEPT PERSONAL CHECKS.**

Full refunds are given provided merchandise is returned within two (2) weeks from the date of purchase and is accompanied by its receipt.

The bookstore also buys back students' books to resell as used books at the end of each semester. The buy-back period for the Fall Semester will begin *December 9, 1985 and extend through December 19, 1985*. Please note that after December 19, 1985 there will not be a book buy-back period until the end of the Winter 1986 Semester. To participate in this plan, a student identification card and one other piece of identification is required.

BRIGHTON AREA CENTER (229-5000 Ext. 128)

Washtenaw Community College is offering Associate Degree Programs in Management and Accounting at its Brighton Area Center. As part of a community scholarship, the College will assess tuition at \$36 per credit hour for Livingston County residents attending the Brighton Area Center. Registration will be held at the Miller Community Center, next to Scranton Middle School, 850 Spencer Road, on December 12, 17 and 18 from 5:30 p.m. to 8:30 p.m. Advising and financial aid services also will be available on these registration dates. For continuing students, on-campus telephone registration is available between December 2-6. (See Telephone Registration Hours on page 10.) The semester begins on January 6 and ends on April 25. Textbooks, when available, may be purchased in Brighton at Poor Richard's Bookshoppe, 202 W. Main Street. Textbooks may also be purchased on WCC's campus in the Ulrich's bookstore, first floor of the Student Center Building. Please contact the Brighton Area Center's Adult Education Counselor, Bill Lyman grover at (313)229-5000 Ext. 128 for further information.

Classes offered in the Center:

222	Losses & Grieving	M	1:00- 4:00 p.m.
100	Principles of Sociology	M	7:00-10:00 p.m.
102	Western Civ. — 1600 to Present	M	6:00- 9:00 p.m.
111	Computer Concepts	M	7:00-10:00 p.m.
	(Lab hours)	S	9:00 a.m.-noon
122	Principles of Accounting	M	6:00- 9:00 p.m.
	Math Lab (Section 089)	T	6:30- 9:30 p.m.
100	Blueprint Reading I	T	6:00- 8:00 p.m.
100	Introduction to Psychology	T	6:00- 9:00 p.m.
210	Children's Literature	T	7:00-10:00 p.m.
250	Principles of Marketing	T	6:00- 9:00 p.m.
	Math Lab (Section 090)	W	6:30- 9:30 p.m.
257	Abnormal Psychology	W	6:00- 9:00 p.m.
112	Computer Functions	T	7:00-10:00 p.m.
	(Lab hours)	W	7:00-10:00 p.m.
122	Ballroom Dance I	W	8:00- 9:30 p.m.
222	Ballroom Dance II	W	6:30- 8:30 p.m.
230	Supervisory Management	W	6:00- 9:00 p.m.
102	Intermediate Typewriting	W	6:00-10:00 p.m.
270	Creative Writing I	W	7:00-10:00 p.m.
271	Creative Writing II	W	7:00-10:00 p.m.
108	Government and Society	Th	7:00-10:00 p.m.
110	Blueprint Reading-Const. Trades	Th	6:00- 8:00 p.m.
202	Criminology	Th	7:00-10:00 p.m.
130	Business Machines	Th	7:00-10:00 p.m.

CAREER DEVELOPMENT CENTER (973-3558)

The Career Development Center (Room 141, Student Center Building, next to the Bookstore) helps persons make a career change or career decision. Individual career counseling and vocational testing are available. The Center has a Career Library that contains books, magazines, newspapers and other materials on careers, colleges, employers and job hunting. A microcomputer is located in the Center Library for persons who want to use a computer program to assess career interests, college majors, occupational values and skills. The computer can also be used to write a sample resume.

The Center maintains a list of job openings and offers information on job-hunting techniques. Job openings are posted on Bulletin Boards in four campus locations (1st floor of LA Building, Student Center Building, T & I Building and O.E. Building).

Besides testing and counseling, classes and a special workbook are available to help individuals with their career plans. *Moving On* is a self-help guide to career planning available in the Bookstore for \$5.00. This workbook contains self-assessment exercises and information on goals, interests, values, skills, abilities, occupational exploration and decision-making. Individuals can do the workbook on their own or complete it as an Independent Study and get one college credit. Interested persons should enroll in SPS 102 and see the instructor.

In addition, a three-credit career planning seminar (SPS 100) is taught each fall and winter semester. All credit classes in career planning are found in the time schedule under the heading, "Student Personnel Services." Other short-term workshops are frequently sponsored by the Adult Resource Center or Continuing Education Services.

Individual counseling and interest inventories are also available through the Counseling Center (2nd Floor, Student Center Building).

Those who want to know more about these services or want help in making a career plan or change, should contact the Career Development Center (973-3558).

CHILDREN'S CENTER (973-3538)

In order to make education more accessible to parents, WCC's Division of Student Services provides an excellent Children's Center. The convenient location, flexible scheduling and high quality program provide a service which not only allows students to consistently attend classes but to excel in their studies. The Center is inspected and licensed annually by the Michigan Department of Social Services and the Washtenaw County Public Health Department.

When:

The Center follows the complete WCC schedule and is open Fall, Winter, Spring and Summer semesters.

Hours: 7:30 a.m. to 5:30 p.m., Monday through Friday.

Ages:

Toddler Program — 18 months to 2½ years

Preschool Program — 2½ to 4 years.

Preprimary Program — 4 to 5 years

Summer Recreation Program — 1½ to 9 years

Programming:

While our parents are attending classes they are secure in knowing their children are being well supervised in a warm, loving environment. The children are also provided with comprehensive child development experiences including a variety of individual and small group learning activities, socialization and free play in a stimulating learning center.

An abundance of nursery school activities are offered including: art, music, indoor and outdoor physical activities, pre-reading, math exploration, self awareness, language and sensory activities, problem solving skills, cooperation and creative studies.

Staffing:

Each of our four classrooms is staffed by highly qualified, college trained personnel. TLC (Tender Loving Care) is also provided by foster grandparents and child care aides. The Center also serves as a laboratory for WCC Practicum students in the Child Care Worker Program.

Registration:

Students and staff children must be enrolled EACH semester they attend. The Center registration schedule coincides with the College registration schedule. Specific rooms will be closed to enrollment when hourly maximums are reached.

Each parent must pay a \$6.00 non-refundable registration fee at the Cashier's Office, second floor of the Student Center Building. This receipt will enable you to receive enrollment packets for each child to be enrolled. These papers must be completed with information from your finalized College registration and returned to the Children's Center office 24 hours before the child's first attendance.

Hourly fees are charged based on the age of the child and the family income. The fees are computed for the full semester and divided into four equal payments with the first payment due prior to the child's attendance. Copies of the fee scale and payment procedure are available at the Children's Center Office in the Family Education Building or at the College Information Center, second floor of the Student Center Building.

To facilitate adjustment and consistency, children must:

1. Attend at least two continuous hours each time they attend.
2. Attend a minimum of two days per week.
3. Attend a minimum of six hours per week.

Registration is accepted for class time, study time or off campus time such as work, appointments or shopping.

VISITORS WELCOMED AT ALL TIMES. Please stop by the office for a personal tour. For more information, call 973-3538.

COLLEGE IN THE MALL (973-3408)

Washtenaw Community College, in cooperation with Briarwood Mall, will offer credit courses for Winter 1986 as a part of its extension program efforts. Classes will be held in the Mall's Community Room. Registration for these offerings will be held on Wednesday, December 18, from 7:00-9:00 p.m. outside of the Community Room.

Determination on whether a class is continued or cancelled will be made on the night of December 18, based upon the number of student enrollees.

Classes offered this term include:

TITLE	COURSE NUMBER	CREDITS	SECTION NUMBER	DATE	TIME
Introduction to Practice of Yoga	211	3	060	M	10:00 a.m.-1:00 p.m.
Supervisory Management	230	3	060	M	6:00 p.m.-9:00 p.m.
Chess Practice and Theory	161	1	060	T	10:00 a.m.-1:00 p.m.
Advanced Chess	162	1	060	T	10:00 a.m.-1:00 p.m.
Principles of Accounting	122	3	060	T	6:00 p.m.-9:00 p.m.
Inter. Conversational Spanish	121	2	060	W	10:00 a.m.-12 noon
Business Law	122	3	060	W	6:00 p.m.-9:00 p.m.
General Photography	090	2	060	R	10:00 a.m.-1:00 p.m.
Coping With Stress	160	3	060	F	10:00 a.m.-1:00 p.m.
Inter. Conversational French	121	2	060	S	10:00 a.m.-12 noon
Human Relations in Bus./Ind.	200	3	060	S	1:00 p.m.-4:00 p.m.

COLLEGE INFORMATION CENTER (973-3622)

The College Information Center, located on the 2nd floor of the Student Center Building, is available to assist individuals who have questions or concerns. The Center is open Monday through Thursday from 7:30 a.m. to 10:30 p.m.; on Friday from 7:30 a.m. to 8:00 p.m.; and on Saturday from 8:00 a.m. to 3:00 p.m.* Many printed materials about the College are available at the Center, and persons are encouraged to come to the Center or call for general College information, for directions or referrals to specific areas/individuals, for A.A.T.A. bus information, for information about "Lost and Found," or for assistance of any kind.

*During periods between semesters/sessions, the Information Center has reduced office hours, being open only those evenings when registration is scheduled. Saturday office hours may also vary.

COLLEGE NEWSPAPER, FOCUS (973-3376)

FOCUS is the Washtenaw Community College newspaper for students. Students with talent in writing, graphics, and photography or with story suggestions or news items to share are welcome to contribute to *FOCUS* and should contact the editor. The *FOCUS* office is in SC 235, 973-3376.

CONTINUING EDUCATION SERVICES (973-3493)

For information on this Service Center, please see page 73.

COUNSELING CENTER (973-3464)

Counselors are available at the Counseling Center Monday through Friday, 8:00 a.m.-12:00 noon, 1:00-5:00 p.m. During the fall and winter terms the Counseling Center is also open from 6:30-8:30 p.m. Monday through Thursday evenings. The schedule of evening hours during the spring and summer terms as well as during semester breaks and holiday periods will vary. Contact the Counseling Center for specific scheduling during these times. Each student is assigned to a counselor who will discuss career goals and plan a program of classes at the college.

Counselors aid students in clarifying their vocational objectives. Interest inventories can be administered and reference made to occupational information which is available to students. In order to aid the student in planning his or her future education, a collection of college catalogs is maintained in the Counseling Center. A more extensive selection is available in the Learning Resource Center.

The professionally trained counseling staff will work with students experiencing personal or emotional problems or may refer them to the appropriate agency or service in the community for specialized assistance.

Counseling services include providing G.E.D. testing, transfer information, and tutorial assistance.

All students are encouraged to utilize the services provided by their counselors. Counselors are available for all part-time, full-time, day, and extended-day students at the College.

The entire faculty of Washtenaw Community College has a major commitment to help each individual student pursue a course of study planned to fulfill his or her goals. In order to accomplish this, instructors are committed to assisting students on an individual basis. Students are encouraged to confer with their instructors when problems or questions arise.

DENTAL CLINIC (973-3337)

The College has a complete, modern dental clinic which is open to students, faculty and staff during the Fall, Winter and Spring-Summer terms on Tuesdays and Thursdays from 8:00 a.m. until 12:00 noon and from 1:00 to 4:00 in the afternoon. Persons eligible for treatment in this clinic include students, staff, and faculty and members of their families. A non-profit nominal fee schedule has been set to cover basic costs of materials. Treatment is given by U of M dental students under the supervision of a licensed dentist. They are assisted by College dental assistant enrollees. Primary types of treatment include x-rays, oral prophylaxis and minor operative treatment. To make all appointments, stop by the clinic in LA325 or call staff at 973-3337.

DRAMA GROUP, THE COLLEGE PLAYERS (973-3625)

The College Players is a drama group at the College, open to all students regardless of major area of study. The group is a touring one which presents plays each year to between 6,000 and 7,000 people including audiences at Disney World in Florida. Other performances are given for area hospitals and schools. Community groups requesting performances should contact Dr. William Devereaux at the College. Interested students are invited to sign up at the beginning of each semester, stop by the theater in the Liberal Arts and Sciences Building or call drama staff at the above number.

EXTENSION CENTER COURSES (973-3408)

In an effort to better serve its students, Washtenaw Community College offers many of its credit courses throughout the college district in cooperation with local high schools and other institutions. A minimum of 12 students is required for each class.

Students are encouraged to register for classes in one of the following three ways:

1. On-campus registration. (See registration information on page 9.)
2. Telephone registration. (See Telephone Registration on page 10.)
3. Off-campus registration on Wednesday, December 18, from 7:00-9:00 p.m. at each site.

Registration will be held at those centers which offer the College's courses: the Ann Arbor 'Y,' Briarwood Mall Community Room, Ypsilanti Community Center, and the high schools in Chelsea, Dexter, Lincoln and Saline. (See Credit Course Offerings on page 12.) Determination on whether a class is continued or canceled will be made on the night of December 18, based upon the number of student enrollees. **Please see page 80 for information pertaining to the Brighton Area Center's registration times and services**

FINANCIAL AID (973-3524)

The Financial Aid Office at Washtenaw Community College exists to help students with financial difficulties they may encounter while attending WCC. The main function of Student Financial Services is to provide financial assistance to students who are in need of additional funds to attend college. The Financial Aid Office administers the major federal financial aid program, provides assistance to students through WCC aid programs and coordinates the many federal, state, institutional and private sources of financial aid.

In addition to determining students' needs for monetary assistance and administering financial aid to students, the Office provides many other resources to help students exist on limited budgets while attending college. These include referrals to community agencies, making available free money management publications and financial counseling.

Students are invited to stop in and see the staff in Room 221 of the Student Center Building, or call (313) 973-3523 whenever they have any questions relating to budgeting, meeting college costs, or applying for financial assistance.

No student should regard enrollment out of his or her reach because of financial problems. It is the policy of the College to assist students with meeting college expenses to the fullest extent possible consistent with federal, state, and college financial assistance regulations.

LEARNING RESOURCE CENTER (973-3429)

The Learning Resource Center is an integral part of the total WCC learning environment. As the materials center of the College, the Learning Resource Center offers students and faculty the opportunity to use a collection of over 59,000 books, nearly 10,000 pamphlets and clippings, over 500 magazines, 20 newspapers, 500 college catalogs, and a growing collection of such audio-visual items as cassette tapes, video-tapes, 16mm films, records, slides, and filmstrips.

Faculty and librarians select the best of current and retrospective materials to respond to students' curriculum needs and extracurricular interests to keep information up to date, and to present varying viewpoints on subjects and issues. To help students use the Learning Resource Center, the librarians provide group instruction and assist in independent study activities.

The Instructional Media Area of the Learning Resource Center offers equipment distribution, film rental, and production services to College staff.

Learning Resource Center facilities include small seminar rooms, traditional study tables, informal lounge seating, and carrels specially equipped for the use of tapes, slides and similar audio-visual materials. **A microcomputer lab housing 36 microcomputers is also available for student and staff use.**

If needed materials are not available in the Learning Resource Center, the staff can usually arrange, on request, to borrow the materials from another library.

MATH CENTER (973-3392)

This is an individualized study area which serves as:

1. The meeting place for self-paced mathematics classes (039, 090, 097AB, 110, 163, 165, 169AB, 177). Each self-paced mathematics class is designated in the Time Schedule with the symbol (*).
2. The place where mathematics placement tests are administered. These placement tests help the student decide the level of mathematics at which to begin. Students are usually referred for placement testing by self, counselors, or instructors.
3. An open area of study for mathematics classes. Students so studying may seek help on specific mathematics problems from available instructors. However, the first responsibility of an instructor is to the students in his or her class.
4. An information center regarding mathematics courses, procedures, policies, schedules, etc.

READING CENTER (973-3301)

The Reading Center is located on the third floor of the Student Center Building. It is the area where reading classes are taught and where students may come to practice their newly learned skills. Students enrolled in reading classes are encouraged to use the facility regularly during the semester. The office hours are 9:00 a.m. to 3:30 p.m. daily in room 301, Student Center Building.

SECURITY (973-3502)

The Office of Campus Security Services is located in Room 225E of the Student Center Building (behind the Information Center). The Office provides emergency medical technicians as well as security personnel to ensure the safety and security of the College

community. Students and staff who need assistance can call 973-3502 (or 502 from an on-campus phone).

A security guard is on duty twenty-four hours a day. The guard station is in SC 146 near the loading dock of the Student Center Building. Telephones for emergency use are in the lobby of the Occupational Education Building, on the third floor of the Liberal Arts and Science Building, adjacent to Parking Lot C near the Family Education Building, and in the Parking Lot A Annex near the connecting road. These phones ring directly to Security personnel on campus—the user need not dial.

TELEVISION COURSES (973-3671)

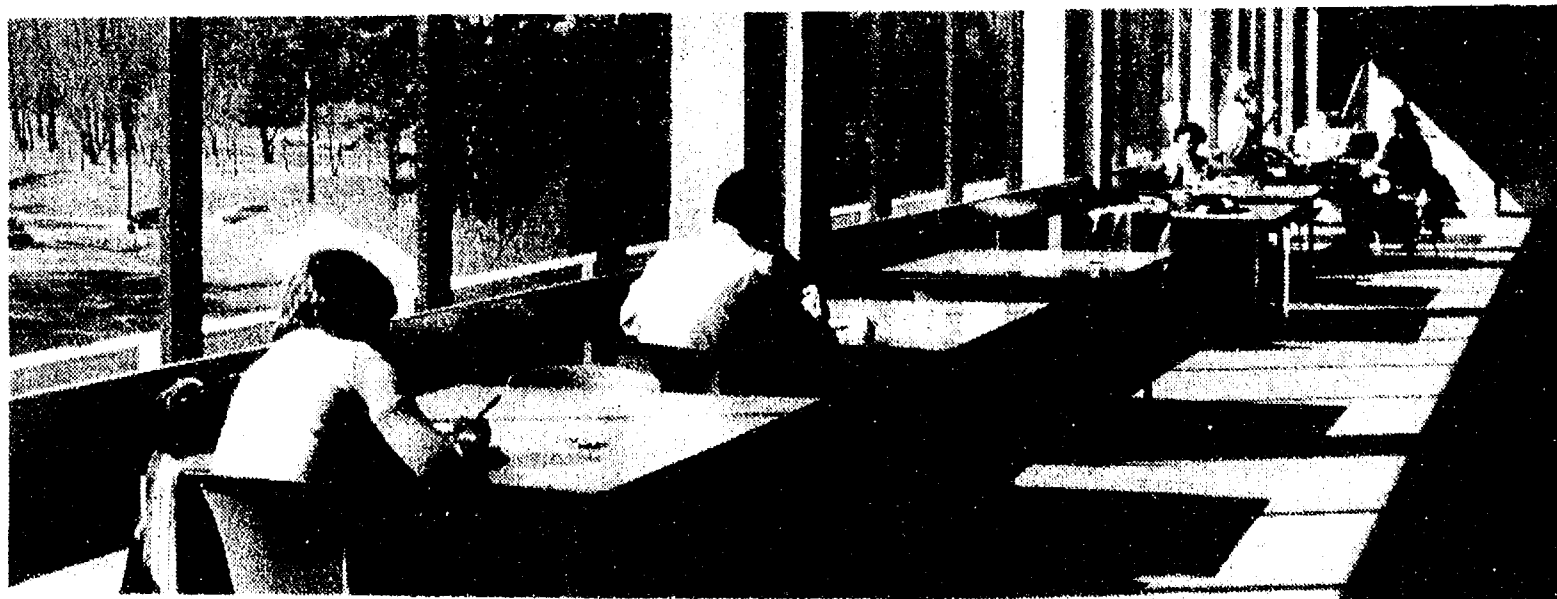
Washtenaw Community College offers courses on television to be viewed at home which may be taken for college credit. Registration for telecourses is completed in the same manner as all other academic credit classes. For this procedure, refer to the **REGISTRATION SECTION** on page 9.

Telecourses are aired over WTVS Detroit, Channel 56; WKAR Lansing, Channel 23; WFUM Flint, Channel 28; and area cable network stations. For actual airing times, call the **TELECOURSE HOTLINE (973-3671)** and leave your name and address. A schedule will be sent to you with airing times and telecourse orientation dates. Tapes are also available in the Learning Resource Center for viewing purposes.

All students enrolled in the telecourse will be required to attend an orientation session/first class meeting on campus during the first week of classes. At this meeting, you will receive information on how to contact your instructor, assignments, testing, textbooks, etc. This schedule is available by calling the **HOTLINE**. Periodic on-campus meetings will be scheduled with the instructors.

The following courses will be offered this term. A description of these telecourses is located under **CREDIT COURSE DESCRIPTIONS**.

- BUS 140. INTRODUCTION TO BUSINESS.....3 credit hours
"The Business File"
- CIS 100. INTRODUCTION TO COMPUTERS.....3 credit hours
"The New Literacy"
- EC 211. PRINCIPLES OF ECONOMICS I.....3 credit hours
"The Money Puzzle"
- PSY 100. INTRODUCTORY PSYCHOLOGY.....3 credit hours
"Understanding Human Behavior"
- SOC 100. PRINCIPLES OF SOCIOLOGY.....3 credit hours
"Focus on Society"
- WS 109. WOMEN'S HEALTH CARE.....3 credit hours
"Contemporary Health Issues"



TUTORING (973-3464)

Washtenaw Community College offers a program in Peer Tutoring. The tutors are chosen from the current student body. Students who wish to help other students, to reinforce one's own knowledge and to get paid for doing it should contact the Counseling Office for further information. The Counseling Office is located in Room 227, Student Center Building.

VETERAN SERVICES (973-3479 and 973-3545)

The Veterans' Affairs Office, second level, Student Center Building, is qualified to handle all veteran matters. Specialized veteran counseling offers academic, personal and career advisement, interpretation of military records, and discharge up-grade counseling. Appropriate agency referral service is available when necessary.

It is the Veterans' Affairs Office's major responsibility to assure the veteran has someone whose only concern and responsibility is the veteran's welfare during his time at Washtenaw Community College.

Certification:

All veterans receiving benefits must see a veteran's counselor in Room SC227C before registering.

Any drops or changes made by veteran students are to be reported to the Veteran Certification Office immediately.

Continuing Veterans:

These students must turn in a completed certification card and a paid registration receipt to Room SC227B after registering for classes every semester to insure the continuance of their benefits.

New Veteran Students:

Veterans who have never used their VA Education Benefits should fill out an application with the VA Counselor, Room SC227C, then bring it with their DD 214, tuition receipt certification card, marriage license and birth certificates of dependent children, if applicable, to the Office of the Registrar (Veteran Certification, Room SC227B).

Previously Enrolled Veterans:

Veterans who have not attended classes during the previous semester should bring a copy of their registration receipt to the Office of the Registrar (Veteran Certification, Room SC227B).

Transfer Veteran Students:

Those students who have previously received VA educational benefits at another school must complete VA Form 1995 (Change of Place of Training) and submit it with certification card and a copy of their paid registration receipt to the Office of the Registrar (Veteran Certification, Room SC227B). DD-214 and transcripts from colleges or universities where the student has completed previous training must accompany the application.

WOMEN'S RESOURCES

In order to meet the diverse educational and occupational needs of the increasing numbers of adult women students, several areas of Washtenaw Community College have cooperated to present a variety of courses, workshops, seminars and special events. These offerings are planned to assist women to set goals, make career decisions, learn their rights, be more aware of their world, effect change and take action. The classes include the following:

Credit Classes:

For further information, please call Counseling at 973-3464 or the Adult Resource Center at 973-3528.

Credit-Free Classes:

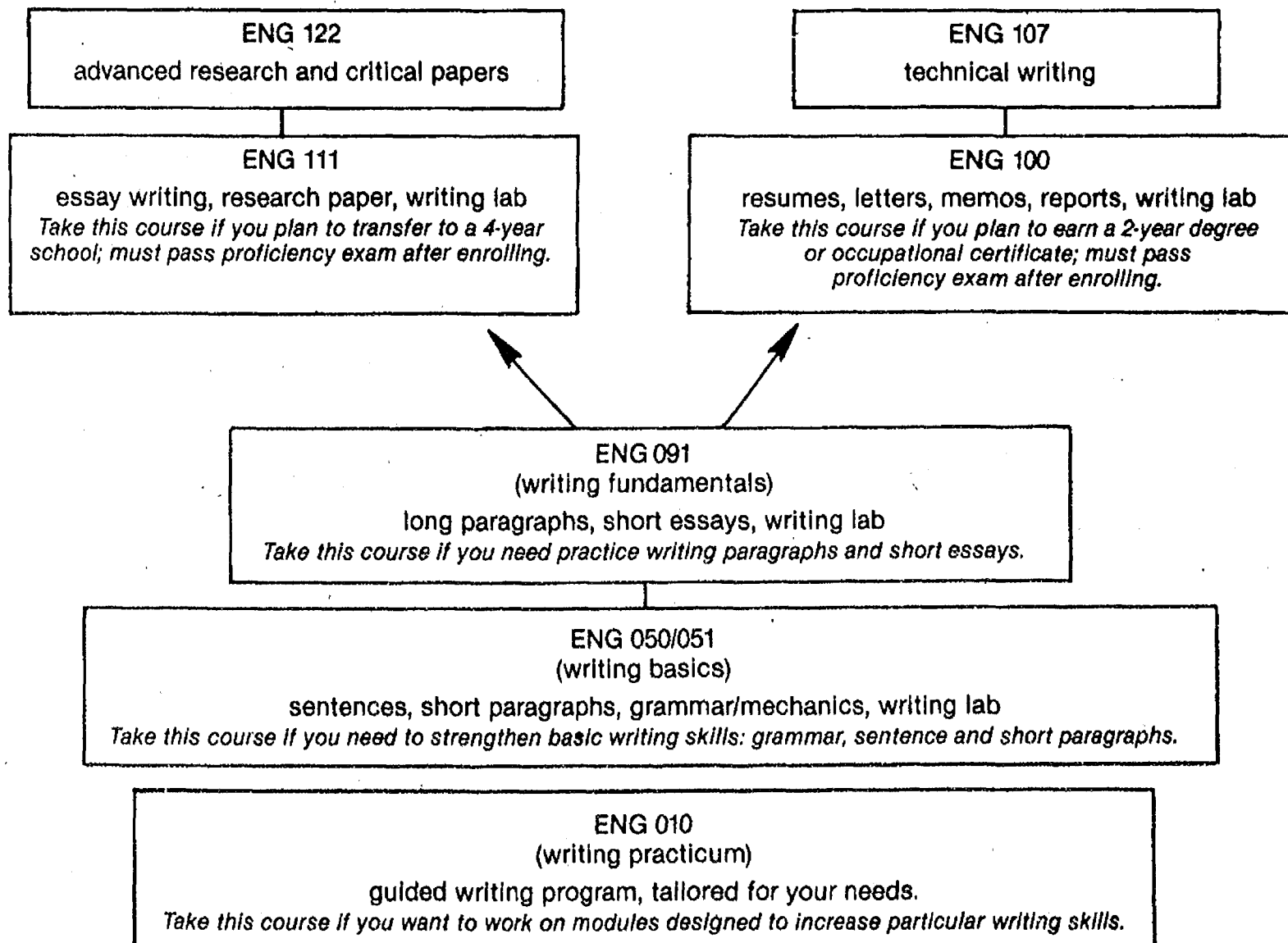
For further information, please contact the Continuing Education Services office at 973-3493.

**WRITING CENTER
(973-3647)**

Two services are offered at the Writing Center. First, the Center provides you with a lab service when you are enrolled in English courses 050, 091, 100 and 111. Second, the Center assists you in completing writing assignments for any course at the College. You can work with Center staff on any aspect of a writing project, from deciding on a topic, writing a thesis, organizing your ideas, to reviewing a rough draft or proofreading a final copy. Check a copy of "Writing Lab News," available in the lab, 315 SC, for hours of operation this term.

Below is an outline of our writing courses and a "decision table" to help you select the course best suited to your needs. We've also included a "self-placement survey" to help you select an appropriate level of instruction. Instructors usually are available in the Writing Center during orientation and registration to answer any questions you may have about our writing program.

Writing Course Offerings





Decision Table

Undecided as to which writing course you are ready for?

Use the questions below to help you decide the course in which you are likely to find success and value.

- If you would like to polish your writing skills through a knowledge of the more complex language problems, you should select ENGLISH 085.
- If you've *been out of school a while* and feel that *your writing skills are "rusty,"* you should elect ENGLISH 091.
- If you plan to elect English 100 or English 111, but first want to *take a "refresher" course in writing fundamentals,* you should elect ENGLISH 091.
- If you would like to *work individually* on self-instructional projects, you should elect ENGLISH 010, a one-credit hour writing practicum.
- If you would like to *sample our writing instruction,* you should elect ENGLISH 010, a one-credit hour writing practicum.
- If you would like help in *writing sentences and short paragraphs, and a review of writing grammar,* you should elect ENGLISH 050.
- If you plan to obtain a *one or two-year degree or certificate,* and do not expect to transfer to a four-year college, you should elect ENGLISH 100 (but you must pass a writing proficiency exam *after* you enroll in the course).
- If you already *have completed English 100* and plan to obtain a *supervisory level job,* or to advance in your present job, you should elect ENGLISH 107.
- If you are a *professional* who wishes to improve your writing skills, you should elect ENGLISH 107.
- If you plan to *transfer to a four-year college,* you should elect ENGLISH 111 (but you must pass a writing proficiency exam after enrolling in the course).
- If you already *have completed English 111* and plan to transfer to a four-year college, you should elect ENGLISH 122.

Student Placement Survey

If you would like help in deciding which level of writing you are ready for (050, 091 or 100/111), answer the following questions.

1. Up to now, I have written _____ papers.
 - A. two or less
 - B. three to five
 - C. six or more
2. If I found out that a class I was registered in required a long research paper, I would _____.
 - A. drop the class immediately
 - B. think seriously about dropping
 - C. not consider dropping at all
3. If I found out that a class I was registered in required a long research paper, I would _____.
 - A. be afraid of failure
 - B. be worried about getting a good grade
 - C. be confident in getting a good grade
4. After finishing a piece of writing, I am likely to feel _____.
 - A. embarrassed—wish I could have done better
 - B. no strong feeling one way or the other
 - C. proud—sense of accomplishment
5. I _____ write poems, stories, letters or entries in a diary or journal.
 - A. never
 - B. occasionally
 - C. often
6. I think of myself as a _____ writer.
 - A. weak or poor
 - B. average
 - C. capable and confident
7. When I write letters or notes, I feel _____.
 - A. I'm wasting my time
 - B. I may accomplish my goal
 - C. I'm certain to get the results I want
8. My vocabulary is _____ for college work.
 - A. deficient
 - B. barely adequate
 - C. sufficient
9. In a typical page of a rough draft, I would probably make _____ spelling errors.
 - A. seven or more
 - B. three to six
 - C. two or less
10. When my teachers check my writing, they usually find _____ spelling errors per page.
 - A. seven or more
 - B. three to six
 - C. two or less
11. In a typical page of a rough draft, I would probably make _____ punctuation errors.
 - A. seven or more
 - B. three to six
 - C. two or less
12. When my teachers check my writing, they usually find _____ punctuation errors per page.
 - A. seven or more
 - B. three to six
 - C. two or less
13. I read _____ most people my age.
 - A. much worse than
 - B. about as well as
 - C. better than
14. I generally read a newspaper or magazine _____.
 - A. once a week or less
 - B. three times a week
 - C. almost daily
15. In the past year, I have read _____ books.
 - A. three or less
 - B. four to eight
 - C. nine or more
16. I _____ go over my writing and make improvements.
 - A. never
 - B. sometimes
 - C. usually
17. When I am confronted by new situations and tasks that look difficult, I usually feel _____.
 - A. frightened
 - B. no strong feeling one way or the other
 - C. challenged
18. I _____ will be able to spend at least three hours on homework for English each week.
 - A. rarely
 - B. usually
 - C. almost always
19. The longest paper or letter I have written in the past two years was _____ pages.
 - A. one
 - B. two to five
 - C. six or more
20. When I have to organize information for an essay, I _____.
 - A. have no idea how to begin
 - B. usually can develop a logical order for my ideas
 - C. almost always know how to express my ideas in their best order.
21. When I am asked to write a paper, I _____.
 - A. feel that I have nothing of importance to write about
 - B. occasionally feel that I have ideas other people might like to read about
 - C. usually feel that I have many good ideas to write about
22. When I finish writing a paper, I _____.
 - A. dislike having even the instructor read it
 - B. feel uncomfortable showing it to very many readers
 - C. like to have it read by many people

SCORING

If most of your responses were "A," then you should consider the 050-level course. If most of your responses were "B," then you should consider the 091-level course. If most of your responses were "C," then you should consider the 100/111-level course. If your responses were fairly evenly distributed among two or more letters, and you're not sure which course you are ready for, you should consult with someone in the writing center or a counselor.

FOR TOMORROW, START TODAY

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
8:00 a.m.						
9:00 a.m.						
10:00 a.m.						
11:00 a.m.						
12:00 noon						
1:00 p.m.						
2:00 p.m.						
3:00 p.m.						
4:00 p.m.						
5:00 p.m.						
6:00 p.m.						
7:00 p.m.						
8:00 p.m.						
9:00 p.m.						

Questions? Need Help? Please call 973-3622 or 973-3300.

Washtenaw Community College
4800 E. Huron River Drive P.O. Box D-1
Ann Arbor, Michigan 48106

WASHTENAW COMMUNITY COLLEGE

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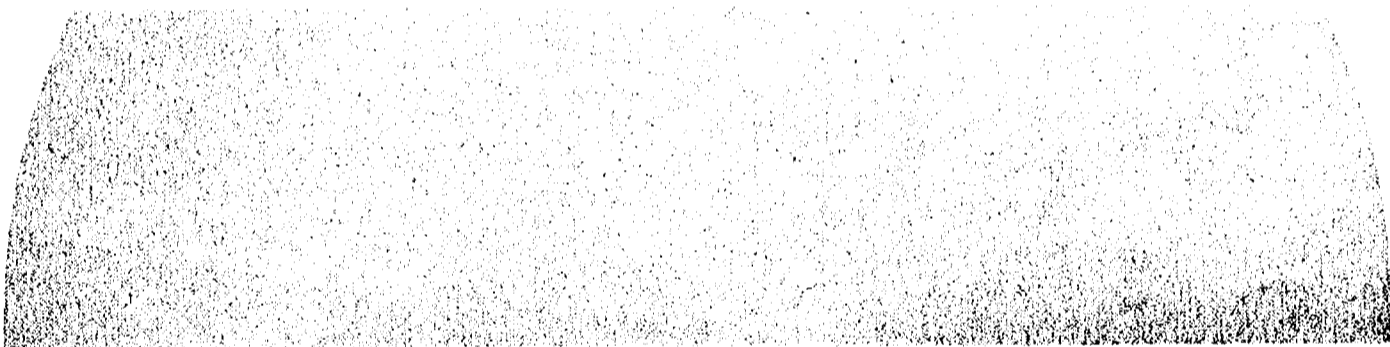
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Washtenaw Community College

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Twenty Years of Educational Excellence



Bulletin 1985
Washtenaw Community College
4800 East Huron River Drive, P.O. Box D-1
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