

MHCC WINTER MINI-TERM



The winter mini-term offers a variety of classes for people whose work schedules or home lives or personal needs don't fit in with a traditional academic term. Academic classes carry full college credit. However, most are completed within five weeks rather than taking the traditional twelve weeks in a college term. Instruction is intensive, and attendance is accelerated. Most mini-term classes begin the second week in February and end the third week in March. Actual dates appear with each course listed in this schedule. Take a look at our mini-term classes. You might find one that is just right for you.



ALLIED HEALTH • For additional information call: 667-7175

RNX	0026	51	SCRUB FOR OPERATING NURSE	2 CR	6:00P	9:00P	T H	AC 1755	STAFF
This course is designed for the registered nurse who is working in an operating room setting and who wishes to improve or gain scrubbing skills. Class begins Feb. 12 and ends Mar. 14.									
SW	0203	51	INT TO INTERVIEWING	1 CR	6:30P	8:00P	H	AC 2057	STAFF
This course offers micro-counseling skills with video feedback appropriate for peer counselors working with religious congregation or support groups dealing with chronic health conditions. Class begins Feb. 14 and ends Mar. 21.									

AUTOMOTIVE • For additional information call: 667-7471

AMX	0023	51	BASIC AUTO TUNE UP	2 CR	9:00A	3:00P	S	IT 36	L. BAKER
Basic instruction in diagnosing malfunctions in your automobile. For men and women. \$2 fee plus tuition. Class begins Feb. 16 and ends Mar. 16.									

BASIC SKILLS • For additional information call: 667-7366

DE	0012	51	BASIC ENGLISH GRAMMAR	1 CR	TBA	TBA	TBA	AC DEC	P. HANGARTNER
Learn the most useful elements of English for better writing. Class begins Feb. 11 and ends Mar. 15.									
DE	0013	51	SPELLING IMPROVEMENT	1 CR	TBA	TBA	TBA	AC DEC	D. HAYWORTH
Review spelling rules and how sounds combine to form words. Class offered mornings only. Class begins Feb. 11 and ends Mar. 15.									
DE	0014	51	VOCABULARY IMPROVEMENT	1 CR	9:00A	9:50A	MWF	AC DEC	A. UPDEGRAFF
Students study roots, prefixes, and suffixes, and develop their personal vocabulary lists. Class begins Feb. 11 and ends Mar. 15.									
DE	0015	51	HANDWRITING	1 CR	TBA	TBA	TBA	AC DEC	D. HAYWORTH
For students who want to improve letter formation and combination in cursive writing. Class offered mornings only. Class begins Feb. 11 and ends Mar. 15.									
DEB	0031	51	STUDY SKILLS	2 CR	12:00P	12:50P	MTWH	AC 3312	STAFF
Study skills teaches effective time management, note-taking and listening skills, how to approach a textbook and preparation for and taking exams. Class begins Feb. 11 and ends Mar. 15.									
DEESL	0006	07	ENG AS 2ND LANG (6)		6:00P	9:00P	T H	AC 3313	1-ESL TEAM
DEESL	0010	17	ENG AS 2ND LANG (10)		9:00A	11:30A	MTWH	MAYWOOD	1-ESL TEAM
DEESL	0010	37	ENG AS 2ND LANG (10)		6:00P	8:30P	MTWH	MAYWOOD	1-ESL TEAM
To help students learn to read, write, speak and understand English. No tuition. Classes begin Feb. 11 and end Mar. 21.									
DEGED	0006	17	ABE-GED LRNG LB (6)		6:00P	9:00P	MW	SANDY	J. WORKS
Prepare to pass the GED test in an individualized, self-paced setting. No tuition. Classes begin Feb. 11 and end Mar. 20.									
DEGED	0012	17	ABE-GED LRNG LB (12)		9:00A	12:00P	MTWH	AC DEC	1-ABE/GED TEAM
Prepare to pass the GED test in an individualized, self-paced setting. No tuition. Special classes for beginning readers are offered. Classes begin Feb. 11 and end Mar. 21.									
DEGED	0012	55	ABE-GED LRNG LB (12) TELEVISION COURSE		TBA	TBA	TBA	AC DEC	1-GED TEAM
Prepare for the GED test at home. Aired on Channel 5 from 7:00-8:30 p.m. Tuesdays with repeats from 1:00-2:30 p.m. on Wednesdays. Three on-campus class meetings to be arranged. Begins Feb. 5 and ends Mar. 22. For Television class only, call 667-7613.									
HUMD	0199	01	CREDIT FOR PRIOR LEARNING	3 CR	TBA	TBA	TBA	AC DEC	B. BRACE
Prerequisite is 12 credit hours completed at Mt. Hood Community College. Students compile documentation of life and work experience to be evaluated for college credit. Contact Betty Brace (667-7613) prior to registration.									
RDB	0010	51	EFFECTIVE READING	2 CR	8:00A	9:50A	MTH	AC 3316	STAFF
Effective reading helps students at all levels improve skills in vocabulary, speed and comprehension. Class begins Feb. 11 and ends Mar. 15.									

BUSINESS • For additional information call: 667-7196

BUS	0045	04	BUSINESS MANAGEMENT ORIENTATION	1 CR	9:00A	12:00P	S	AC 2653	E. SAWYERS
Orientation and overview of career and curriculum offerings and opportunities in selected business programs. Class meets Mar. 2 and 9. Students should bring GCP scores to first class meeting.									
BUSXA	0015	71	BEGINNING BUSINESS		7:00P	10:00P	T	AC 1574	B. SWINFORD
A workshop for new or prospective small business owners covering basic information for starting or purchasing a new business. Fee \$15. Class meets Feb. 12 and 19. For details, call 667-7658.									
OA	0018	04	FILING	1 CR	8:00A	8:50A	T H	AC 2607	L. NUTTER
Working knowledge of rules and procedures of filing that are vital to every business worker. Class begins Feb. 12 and ends Mar. 14.									
OA	0019	07	BASIC EDITING	1 CR	11:00A	12:40P	F	AC 2611	M. OKA
Students will use editing symbols on actual business documents to improve detection of errors in format, grammar, spelling, etc. Class begins Feb. 8 and ends Mar. 8.									
OA	0120	04	COMPUTER TYPING	1 CR	7:00P	9:00P	MW	AC 2611	L. NUTTER
A beginning course designed to cover the operation of the computer keyboard by touch. Class begins Feb. 11 and ends Mar. 13.									

COMMUNICATIONS • For additional information call: 667-7410

GLA	0199	51	SPEC STUDIES-GERMAN	1 CR	TBA	TBA	TBA	AC TBA	G. MATTHIAS
This is a 1 credit independent study course for people with intermediate or advanced German language skills. For details, call Mrs. Matthias at 667-7292.									
GLB	0199	51	SPEC STUDIES-GERMAN	2 CR	TBA	TBA	TBA	AC TBA	G. MATTHIAS
This is a 2 credit independent study course for people with intermediate or advanced German language skills. For details, call Mrs. Matthias at 667-7292.									
PT	0041	51	PHOTOGRAPHY I	3 CR	9:00A	5:00P	S	AC 1386	STAFF
This is a beginning course in black and white photography. Lab work is included and a personal camera is desirable. \$10 fee plus tuition. Class begins Feb. 9 and ends Mar. 16.									
RBA	0040	51	CONTROL ROOM OPERATION		TBA	TBA	TBA	AC 1353	W. BATES
This class meets FCC regulations for radio operators and is open only to current KMHQ volunteers. Call 667-7410 for times and dates.									
SP	00100	51	SPEECH COMMUNICATION	3 CR	1:10P	4:00P	MW	AC 1584	R. NELSON
This is a practical study of the communication process, including individual and small group dynamics. Begins Feb. 11 and ends Mar. 20.									
SPA	0270	51	PROJECTS IN PUBLIC SPEAKING	1 CR	6:30P	8:30P	H	AC 1581	D. SERMOL
This short course is for those in business who want to improve their speaking skills. Instruction will be based on individual needs. Class begins Feb. 14 and ends Mar. 14.									

COMPUTER CLASSES • For additional information call: 667-7299

CS	0109	51	COMPUTER APPLICATIONS	1 CR	12:00P	1:50P	H	AC 1267	D. SMITH
An introduction to computers with hands-on experience to learn operation of a variety of computers. \$15 fee plus tuition. Class begins Feb. 14 and ends Mar. 14.									
CS	0109	52	COMPUTER APPLICATIONS	1 CR	7:00P	8:50P	T	AC 1267	STAFF
(See description above.) \$15 fee plus tuition. Class begins Feb. 12 and ends Mar. 12.									
CS	0110	02	MICRO SOFTWARE I	1 CR	3:00P	5:00P	M	AC 1267	J. VAN LUIK
Enables students to use word processing, data base and spreadsheet software. \$15 fee plus tuition. Class begins Feb. 11 and ends Mar. 11.									
CS	0110	03	MICRO SOFTWARE I	1 CR	9:00A	9:50A	T H	AC 1252	E. LEE
(See description above.) \$15 fee plus tuition. Class begins Feb. 12 and ends Mar. 14.									
CSINT	0009	05	INT TO MICROCOMPUTERS	2 CR	7:00P	10:00P	MW	CENTNL	W. BRUNELLE
Students will receive an introduction to microcomputers using Apple Computers. \$20 fee plus tuition. Class begins Feb. 11 and ends Mar. 20.									
CSCK	0020	51	FINANCIAL SPREADSHEETS I	1 CR	6:00P	10:00P	F	AC 1575	M. HECKMAN
Students will receive an introduction to the use of Lotus 1-2-3 Software. \$5 fee plus tuition. Class meets Mar. 22 and 23.									
CSTX	0020	01	DATA BASE ACCESS	1 CR	6:00P	10:00P	F	AC 2554	W. PETERSEN
Use a microcomputer to gain access to the source, computer, and electronic bulletin boards. \$20 fee plus tuition. Class meets Feb. 22 and 23.									
CSVX	0020	01	DATABASE MANAGEMENT SOFTWARE I	1 CR	6:00P	10:00P	F	AC 1573	J. VAN LUIK
Students will be introduced to programming using DBASE-III, relational database software. \$5 fee plus tuition. Class meets Feb. 1 and 2.									
CSWX	0020	01	DATABASE MANAGEMENT SOFTWARE II	1 CR	6:00P	10:00P	F	AC 1573	J. VAN LUIK
Students will write programs using DBASE-III, relational database software. Suggested prerequisite CSVX 0020 or experience. \$5 fee plus tuition. Class meets Feb. 15 and 16.									
CSYX	0020	01	DATABASE MANAGEMENT SOFTWARE III	1 CR	6:00P	10:00P	F	AC 1573	J. VAN LUIK
Students will write advanced programs using DBASE-III, relational database software. Suggested prerequisite CSVX 0020 and CSWX 0020 or experience. \$5 fee plus tuition. Class meets Mar. 1 and 2.									
CSZX	0020	51	COMPUTER HARDWARE TROUBLESHOOTING	1 CR	6:00P	10:00P	H	AC 1271	1-CSZX 20 TEAM
This class enables students to solve simple computer hardware problems. \$25 fee plus tuition. Class begins Mar. 7 and ends Mar. 21.									
CSZX	0020	52	COMPUTER HARDWARE TROUBLESHOOTING	1 CR	6:00P	10:00P	F	AC 1271	1-CSZX 20 TEAM
(See description above.) \$25 fee plus tuition. Class meets Mar. 8 and 9.									
CSBX	0030	01	WORD PROCESSING/OFFICE AUTOMATION	1 CR	6:00P	10:00P	F	AC 1573	M. HECKMAN
Students will identify the advantages and disadvantages of various electronic mail and word processing systems. \$5 fee plus tuition. Class meets Mar. 8 and 9.									
CSHX	0030	51	LOCAL AREA NETWORKS	1 CR	6:00P	10:00P	F	AC 1575	W. PETERSEN
Introduction to hardware, software, vocabulary and concepts relating to local area networks. \$5 fee plus tuition. Class meets Mar. 15 and 16.									

MATH/PHYSICS • For additional information call: 667-7290

EDRS	0199	51	REASONING SKILLS	2 CR	2:30P	3:30P	MTWH	AC 1655	1-EDRS 199 TEAM
2 additional lab hrs. TBA. Designed to increase the students' awareness of their own learning and problem-solving styles & to broaden their approaches to problem solving. \$10 fee plus tuition. Class begins Feb. 11 and ends Mar. 21.									
MTH	0022	51	PROGRAMMABLE CALCULATORS	3 CR	7:00P	9:25P	MTWH	AC 1553	F. WEEKS
Class begins Feb. 11 and ends Mar. 21.									

MUSIC & ART • For additional information call: 667-7155

GENC	0005	51	CARTOONING WORKSHOP		10:00A	4:00P	S	AM 28	J. SPOONER
This workshop features hands-on exercises for developing cartoon talent and tips on how free-lance artists can get work. Joe Spooner is a free-lance cartoonist regularly featured in the <i>Multnomah Monthly</i> , <i>Fresh Weekly</i> , and <i>The Oregonian</i> . Fee \$10. Bring sack lunch. Class meets Feb. 23.									
MUS	0131	51	GROUP PIANO	2 CR	7:00P	9:00P	MW	AC 2103	R. HILLS
MUS	0132	51	GROUP PIANO	2 CR	7:00P	9:00P	MW	AC 2103	R. HILLS
MUS	0133	51	GROUP PIANO	2 CR	7:00P	9:00P	MW	AC 2103	R. HILLS
A great course for beginners plus an opportunity to upgrade your skills. Classes begin Wednesday, Feb. 6 and end Mar. 13.									

PHYSICAL EDUCATION • For additional information call: 667-7452

PE WD	0185	51	WEIGHT LIFTING BEG	1 CR	8:00A	8:50A	MTWHF	PE 126	A. GUSTAFSON
Class begins Wednesday, Feb. 6 and ends Mar. 22.									
PESWQ	0185	51	LAP SWIMMING	1 CR	7:00A	7:50A	MTWHF	PE PL	M. HOKKANEN
Class begins Wednesday, Feb. 6 and ends Mar. 22.									

SCIENCE • For additional information call: 667-7364

For additional information, call: 703-793-8333									
DEA	0033	51	FUND OF BIOL & CHEM Individualized and self-paced instruction in basic principles of Biology and Chemistry for students with limited background in these disciplines. Students may register through Feb. 22 and should complete all requirements by Mar. 20. Class begins Feb. 11.	1 CR	12:00P	2:00P	MWF	AC 2518	1-DE 33 TEAM
DEB	0033	51	FUND OF BIOL & CHEM (See description above.)	2 CR	12:00P	2:00P	MWF	AC 2518	1-DE 33 TEAM
GB	0208	51	VOLCANOES & ACTIVITY A one-term introductory course in Volcanology which will cover the different types of volcanoes, their origins, activity, products and hazards. Class begins Feb. 12 and ends Mar. 14.	2 CR	1:00P	3:00P	T H	AC 2518	D. KORWIN
HRTGA	0005	51	PRUNING FOR HOME OWNERS This will be a short course in basic pruning of shrubs. How to keep your plants from overgrowing their spaces. Damage repair and improving plant health and value will be discussed. The afternoon session will be a practical lab session with demonstrations on how to prune deciduous and evergreen shrubs. Bring your pruning shears. Class meets Jan. 26.	1 CR	9:00A	4:00P	S	HF 3	J. WALLER
HRTP	0005	51	PRUNING TREE & SHRUBS TREE CARE FOR ICE RESISTANCE This will be a short course in basic tree pruning. Material covered will include tree selection, keeping the tree healthy, pruning for ice damage resistance, what to do after the damage has happened, and tree repair including cabling and bracing. The afternoon session will give practical demonstrations of typical repairs. Class meets Feb. 2.	1 CR	9:00A	4:00P	S	HF 3	J. WALLER