

# Programs of Study

## OVERVIEW

### Programs and Curricula

Barton Community College offers a comprehensive curriculum including: transfer opportunities, career technical education programs, general education coursework, certificate and associate degree programs. The College's goal is to provide high quality education and training in all of its courses, regardless of the program of study. Flexibility in planning a course of study, along with experienced advisors, assists our students reach educational goals.

### Transfer Programs

Barton is fully accredited by the Higher Learning Commission, therefore credits earned are accepted by most colleges and universities in the United States. By following the information provided by the Transfer Equivalency Program a student will be able to carefully plan an associate degree program, which will transfer without loss of credit. Students should utilize the expertise of academic advisors on campus, as well as information gained by contacting colleges and universities concerning degree requirements within the appropriate departments or colleges.

Students who plan to transfer to a four-year college or university, but are uncertain of the area of specialization or major, should consider taking general education courses required by most colleges or universities. Visit with an academic advisor concerning the "Transfer and Articulation Agreement" which provides a guide to general education planning for students transferring to in-state colleges or universities.

Careful planning in cooperation with an academic advisor will result in a smooth transition from Barton to the transfer school. Barton students who have transferred to four-year colleges and universities have consistently done as well or better than the students who started at that four-year institution.

### Career Technical Education Programs (Certificates & Degrees)

Career technical education offers students an opportunity to pursue certificate and degree programs designed to prepare them for employment in the workplace and/or transfer to a university. The subject matter is relevant to the real world, promoting employability traits that range from job-related technical skills to workplace ethics and soft skills. Many of Barton's programs serve as a career pathway link from secondary to post-secondary education. Career technical education also assists individuals already in the workplace with training and retraining that enhances their current workplace skills. Retraining may assist with career advancement and/or placement into a transitional career. Barton develops



and updates its programs in collaboration with advisory committees. Representatives share input with program directors from a business and industry perspective, which ensures applicable career learning in and outside of the classroom. Many programs provide students with professional career learning experiences.

Whether students are pursuing certificate and/or degree completion or are preparing to transfer, they are strongly encouraged to work closely with their program advisor. All of Barton's career technical education programs have specialized advisors serving to assist students.

### General Education

The General Education program provides a foundation for personal enrichment and achievement. A broad selection of courses is available to explore a variety of interests. These courses are designed to become a part of a transfer program. The essential objective of general education is to educate the individual student to be a rational and humane person.

### Associate Degree Programs

The associate degree is a nationally recognized degree awarded upon the successful completion of a minimum of 64 credit hours with a cumulative grade point average of 2.0 or better in an approved educational program. Students will want to review with an academic advisor the several degree options available at Barton.



## ■ GENERAL EDUCATION COURSES

The definitions for general education courses are as follow:

**General Education Course** - Any course that is approved to fulfill credit towards the State and College requirements for General Education and graduation with any of the following degrees: Associate in Arts (A.A.), Associate in Science (A.S.), Associate in General Studies (A.G.S.), or Associate in Applied Science (A.A.S). General education courses typically are non-developmental and non-professional in orientation, and they are offered as electives or required courses from within broader subject areas.

**Foundation Studies Course** - A "foundation course" is any general education course that is an elective or a required course and that fulfills course or credit requirements in the quantitative, communications, or physical education areas.

**Breadth Course** - A "breadth course" is any non-fundamental course that is introductory in nature, provides a wide scope of coverage, overview, or survey of a relatively broad field of study, and/or addresses a wide spectrum of the general education outcomes approved by the faculty at BCC. By analogy, breadth courses take a "floodlight" approach to the coverage of subject material, and the wider range of the subject taught might be at the expense of going into less detail.

**Depth Course** - A "depth course" is any non-fundamental course that is more narrowly focused in scope, covers one or more specific areas within a broader field of study, and/or addresses relatively fewer of the general education outcomes approved by the faculty at BCC. Also, many courses that require subject prerequisites would be considered depth courses. By analogy, depth courses take a "spotlight" approach to the coverage of subject material, and the narrow range of material covered allows an opportunity for coverage of the subject in greater detail.

**Studio Course** - Any depth or breadth course in the Fine Arts (Humanities) that instructs students on the techniques used in artistic expression and significantly involves students (individually or as a group) in the production of tangible, physical artistic products.

**Performance Course** - Any course in the Fine Arts (Humanities) that instructs students on the techniques used in artistic expression and significantly involves students (individually or as a group) in ephemeral activities that relate to public entertainment and/or personal enrichment.

## ■ GRADUATION REQUIREMENTS

### ASSOCIATE IN APPLIED SCIENCE

The Associate in Applied Science Degree prepares you for entry into a career. The coursework is relevant to the real world, promoting employability traits that range from job-related technical skills to workplace ethics and soft skills. The program of study consists primarily of career technical education classes but may also include transfer classes.

Developmental courses cannot be used to fulfill degree requirements.

Prior to the beginning of the third semester, candidates for the Associate in Applied Science Degree must designate a specific program of courses approved by the appropriate instructional area and signed by the advisor.

The Associate in Applied Science Degree will be awarded upon the attainment of predetermined and specified performance requirements and satisfactory completion of a planned program of at least 64 college credit hours with a cumulative grade point average of 2.0 or overall "C." To be eligible for graduation, the student must have completed at least fifteen (15) credit

hours taken in more than one semester from Barton Community College. Students have a maximum of six years to meet catalog requirements for graduation in effect at the College when they first entered. However, if a student has had their college program interrupted by more than two consecutive years, they will be subject to the requirements in effect when they re-enter, or if they elect the requirements of a later catalog.

Prior coursework may be evaluated to determine currency of content before including the credit hours toward a certificate or degree.

A minimum distribution of credits and general education course requirements shall be:

### GENERAL EDUCATION REQUIREMENTS

**Distribution Requirement:** Minimum of 15 credit hours must be taken from at least three of the following five general education curriculum areas:

**Oral/Written Communications**

**Humanities**

**Social and Behavioral Sciences**

**Mathematics/Natural Sciences**

**Physical Education** (maximum of two credit hours)

**OR Health** (maximum of three credit hours)

In addition to the general education requirements, you must complete the remaining course hour requirements as designated in your particular area of study.

**TOTAL REQUIREMENTS FOR ASSOCIATE IN APPLIED SCIENCE DEGREE:**

**64 credit hours**

# Programs of Study

## ASSOCIATE IN ARTS DEGREE

The Associate in Arts Degree prepares you for transfer to universities with advanced standing. The courses are comparable to lower division level courses at Kansas Regents colleges and universities.

Developmental courses cannot be used to fulfill degree requirements.

Prior to the beginning of the third semester,

candidates for the Associate in Arts Degree must designate a specific program of courses approved by the appropriate instructional area and signed by the advisor.

The Associate in Arts Degree will be awarded upon completion of the planned program of not less than 64 college credit hours with a cumulative grade point average of 2.0 or overall "C." To be eligible for graduation, the student must have completed at least fifteen (15) credit hours taken in more than one semester from Barton

Community College. Students have a maximum of six years to meet catalog requirements for graduation in effect at the College when they first entered. However, if a student has had their college program interrupted by more than two consecutive years, they will be subject to the requirements in effect when they re-enter, or if they elect, the requirements of a later catalog.

Prior coursework may be evaluated to determine currency of content before including the credit hours toward a certificate or degree.

### A minimum distribution of credits and general education course requirements shall be:

#### FOUNDATION STUDIES REQUIREMENTS

**15 credit hours total**

##### Distribution Requirements:

##### Written Communications: 6 credit hours

English Composition I (ENGL 1203 or 1204)

English Composition II (ENGL 1206 or 1207)

##### Oral Communications: 3 credit hours

Public Speaking (COMM 1230) or

Interpersonal Communications (COMM 1200)

##### College-level Mathematics: 3 credit hours

(See general education courses list for acceptable courses)

##### Computer Literacy: 3 credit hours

Computer Concepts & Apps or equivalent (BSTC 1036)

#### HUMANITIES REQUIREMENTS\*\*

**9 credit hours total**

**Distribution Requirements:** minimum of 3 credit hours in at least two of the following three subject areas, at least 3 credits from "breadth" course(s):

**Fine Arts Area\*** (See general education courses list for acceptable courses)

**Language Arts Area** (See general education courses list for acceptable courses)

**Philosophy/Religion and History Area** (See general education courses list for acceptable courses)

#### SOCIAL AND BEHAVIORAL SCIENCES REQUIREMENTS\*\*\*

**9 credit hours total**

**Distribution Requirements:** minimum of 3 credit hours in at least two of the following three subject areas, at least 3 credits from "breadth" course(s):

**Social Science Area** (See general education courses list for acceptable courses)

**Behavioral Science Area** (See general education courses list for acceptable courses)

**Economics/Political Science Area** (See general education courses list for acceptable courses)

#### NATURAL SCIENCES REQUIREMENTS\*\*\*\*

**5 credit hours total**

**Distribution Requirements:** At least one 5-credit hour lab science course

**Natural Science Area** (See general education courses list for acceptable courses)

#### PHYSICAL EDUCATION, HEALTH, PERFORMANCE REQUIREMENTS

**2 credit hours total**

##### Distribution Requirement:

The State of Kansas requires one credit hour of physical education or health for the Associate in Arts Degree. The Barton requirement may be met with a minimum of two credits in Physical Education, Health, and/or Dance/Music/Theatre performance courses, but no more than one credit hour from performance courses may count towards this two credit hour requirement.

#### TOTAL GENERAL EDUCATION REQUIREMENTS

**40 credit hours**

##### Distribution Requirement:

In addition to the general education requirements, the Associate in Arts Degree requires 24 college credit hours in the subject areas of fine arts, language arts, philosophy, religion, history, social science, behavioral science or economics/political science.

#### TOTAL REQUIREMENTS FOR ASSOCIATE IN ARTS DEGREE:

**64 credit hours**

#### NOTES:

\* Excluding courses listed as performance in Music and Theatre. However, up to three credit hours of Art/Theatre studio courses may be used to meet BCCC graduation requirements.

\*\* Transfer and Articulation Agreement require a minimum of 12 credits, with at least one course from any three of the following six areas: Art, Music, Theatre, History, Philosophy, and Literature. No modern language, nor performance or studio courses in Art, Music, or Theatre may be used to fulfill this requirement.

\*\*\* Transfer and Articulation Agreement require a minimum of 12 credits, with at least one course from any three of the following six areas: Sociology, Political Science, Geography, Psychology, Economics, and Anthropology.

\*\*\*\* Transfer and Articulation Agreement require a minimum of 9 credits of laboratory science, with courses from two disciplines.

## ASSOCIATE IN SCIENCE DEGREE

The Associate in Science Degree prepares you for transfer to universities with advanced standing. The courses are comparable to lower division level courses at Kansas Regents colleges and universities.

Developmental courses cannot be used to fulfill degree requirements. Prior to the beginning of the third semester, candidates for the Associate in Science Degree must

designate a specific program of courses approved by the appropriate instructional area and signed by the advisor.

The Associate in Science Degree will be awarded upon completion of the planned program of not less than 64 college credit hours with a cumulative grade point average of 2.0 or overall "C." To be eligible for graduation, the student must have completed at least fifteen (15) credit hours taken in more than one semester from Barton Community College. Students have a maximum

of six years to meet catalog requirements for graduation in effect at the College when they first entered. However, if a student has had their college program interrupted by more than two consecutive years, they will be subject to the requirements in effect when they re-enter, or if they elect, the requirements of a later catalog. Prior coursework may be evaluated to determine currency of content before including the credit hours toward a certificate or degree.

### A minimum distribution of credits and general education course requirements shall be:

#### FOUNDATION STUDIES REQUIREMENTS

##### Distribution Requirements:

##### Written Communications: 6 credit hours

English Composition I (ENGL 1203 or 1204)

English Composition II (ENGL 1206 or 1207)

##### Oral Communications: 3 credit hours

Interpersonal Communications (COMM 1200) or

Public Speaking (COMM 1230)

##### College-level Mathematics: 3 credit hours

(See general education courses list for acceptable courses)

##### Computer Literacy: 3 credit hours

Computer Concepts & Apps or equivalent (BSTC 1036)

15 credit hours total

#### HUMANITIES REQUIREMENTS\*\*

**Distribution Requirements:** minimum of 3 credit hours in at least two of the following three subject areas, at least 3 credits from "breadth" course(s):

**Fine Arts Area\*** (See general education courses list for acceptable courses)

**Language Arts Area** (See general education courses list for acceptable courses)

**Philosophy/Religion and History Area** (See general education courses list for acceptable courses)

6 credit hours total

#### SOCIAL AND BEHAVIORAL SCIENCES REQUIREMENTS\*\*\*

**Distribution Requirements:** minimum of 3 credit hours in at least two of the following three subject areas, at least 3 credits from "breadth" course(s):

**Social Science Area** (See general education courses list for acceptable courses)

**Behavioral Science Area** (See general education courses list for acceptable courses)

**Economics/Political Science Area** (See general education courses list for acceptable courses)

6 credit hours total

#### NATURAL SCIENCES REQUIREMENTS\*\*\*\*

**Distribution Requirements:** at least one 5-credit hour lab science course

**Natural Science Area** (See general education courses list for acceptable courses)

10 credit hours total

#### PHYSICAL EDUCATION, HEALTH, PERFORMANCE REQUIREMENTS

##### Distribution Requirement:

The State of Kansas requires one credit hour of physical education or health for the Associate in Science Degree. The Barton requirement may be met with a minimum of two credits in Physical Education, Health, and/or Dance/Music/Theatre performance courses, but no more than one credit hour from performance courses may count towards this two credit hour requirement.

2 credit hours total

#### TOTAL GENERAL EDUCATION REQUIREMENTS:

39 credit hours

##### Distribution Requirement:

The Associate in Science Degree requires a planned program of study in the sciences, mathematics, business or related technologies for an additional 25 credit hours.

#### TOTAL REQUIREMENTS FOR ASSOCIATE IN SCIENCE DEGREE:

64 credit hours

#### NOTES:

\* Excluding courses listed as performance or studio courses in Art, Music, and Theatre

\*\* Transfer and Articulation Agreement require a minimum of 12 credits, with at least one course from any three of the following six areas: Art, Music, Theatre, History, Philosophy, and Literature. No modern language, nor performance or studio courses in Art, Music, or Theatre may be used to fulfill this requirement.

\*\*\* Transfer and Articulation Agreement require a minimum of 12 credits, with at least one course from any three of the following six areas: Sociology, Political Science, Geography, Psychology, Economics, and Anthropology.

\*\*\*\* Transfer and Articulation Agreement require a minimum of 9 credits of laboratory science, with courses from two disciplines. The 10-credit hour BCCC requirement must include at least one 5-credit lab science course. The 5 additional credits used to complete this 10-credit requirement can come from any combination of natural/physical sciences or higher level mathematics courses (i.e., mathematics courses higher than College Algebra, MATH 1828.)

# Programs of Study

## ASSOCIATE IN GENERAL STUDIES DEGREE

The Associate in General Studies Degree provides you the opportunity to develop knowledge, skills, attitudes and greater philosophical appreciation for lifelong learning.

Developmental courses cannot be used to fulfill degree requirements.

Prior to the beginning of the third semester,

candidates for the Associate in General Studies Degree must designate a specific program of courses approved by the appropriate instructional area and signed by the advisor.

The Associate in General Studies Degree will be awarded upon completion of the planned program of not less than 64 college credit hours with a cumulative grade point average of 2.0 or overall "C." To be eligible for graduation, the student must have completed at least fifteen (15) credit hours taken in more than one semester

from Barton Community College. Students have a maximum of six years to meet catalog requirements for graduation in effect at the College when they first entered. However, if a student has had their college program interrupted by more than two consecutive years, they will be subject to the requirements in effect when they reenter, or if they elect, the requirements of a later catalog.

Prior coursework may be evaluated to determine currency of content before including the credit hours toward a certificate or degree.

**A minimum distribution of credits and general education course requirements shall be:**

### FOUNDATION STUDIES REQUIREMENTS

**12 credit hours total**

#### Distribution Requirements:

##### Written Communications: 3 credit hours

English Composition I (ENGL 1203 or 1204)  
English Composition II (ENGL 1206 or 1207) OR  
Technical and Report Writing (ENGL 1205)

##### Oral Communications (written or oral): 3 credit hours

Interpersonal Communications (COMM 1200) OR  
Fundamentals of Speech (COMM 1202) OR  
Public Speaking (COMM 1230)

##### College-level Mathematics: 3 credit hours

(See general education courses list for acceptable courses)

##### Computer Literacy: 3 credit hours

Computer Concepts & Apps or equivalent (BSTC 1036)

### HUMANITIES REQUIREMENTS

**6 credit hours total**

**Distribution Requirements:** minimum of 3 credit hours in at least two of the following three subject areas, at least 3 credits from "breadth" course(s):

**Fine Arts Area** (See general education courses list for acceptable courses)

**Language Arts Area** (See general education courses list for acceptable courses)

**Philosophy/Religion and History Area** (See general education courses list for acceptable courses)

### SOCIAL AND BEHAVIORAL SCIENCES REQUIREMENTS

**6 credit hours total**

**Distribution Requirements:** minimum of 3 credit hours in at least two of the following three subject areas, at least 3 credits from "breadth" course(s):

**Social Science Area** (See general education courses list for acceptable courses)

**Behavioral Science Area** (See general education courses list for acceptable courses)

**Economics/Political Science Area** (See general education courses list for acceptable courses)

### NATURAL SCIENCES REQUIREMENTS

**3 credit hours total**

**Distribution Requirements:**

**Natural Science Area** (See general education courses list for acceptable courses)

### PHYSICAL EDUCATION, HEALTH, PERFORMANCE REQUIREMENTS

**2 credit hours total**

**Distribution Requirement:**

This requirement may be met with a minimum of two credits in Physical Education, Health, and/or Dance/Music/Theatre performance courses, but no more than one credit hour from performance courses may count towards this two credit hour requirement.

### TOTAL GENERAL EDUCATION REQUIREMENTS:

**29 credit hours**

**Distribution Requirement:**

In addition to the general education requirements, you must complete 35 college credit hours in fine arts, business occupations, computer technology and other courses as selected.

### TOTAL REQUIREMENTS FOR ASSOCIATE IN SCIENCE DEGREE:

**64 credit hours**

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## ■ GENERAL EDUCATION COURSES

The following courses have been approved to fulfill general education requirements for the four associate degrees at Barton Community College. Since additional courses may be added subsequent to the printing of this catalog, please contact your advisor or the Instruction and Student Services Office to obtain a copy of the most recent list of approved general education courses.

FOUNDATION STUDIES REQUIREMENTS	
<b>Written Communications</b>	ENGL 1200 Business English(AAS Only) ENGL 1204 English Composition I ENGL 1205 Technical and Report Writing(AGS & AAS Only) ENGL 1206 English Composition II ENGL 1236 Technical Communications(AAS Only)
<b>Oral Communications</b>	COMM 1200 Interpersonal Communications COMM 1230 Public Speaking
<b>Mathematics</b>	BUSI 1609 Business Statistics MATH 1806 Technical Math(AAS & AGS Only) MATH 1819 Business Math(AAS & AGS Only) MATH 1824 Intermediate Algebra(AAS & AGS Only) MATH 1828 College Algebra MATH/STAT 1829 Elements of Statistics MATH 1830 Trigonometry MATH 1831 Business Calculus MATH 1832 Analytic Geometry MATH 1853 Math for the Pre-Hospital Provider(Medical Assistant & Paramedic Only)
<b>Computer Literacy</b>	BSTC 1036 Computer Concepts & Applications
HUMANITIES REQUIREMENTS	
<b>Fine Arts Area</b> Breadth	ARTS 1200 Art Appreciation ARTS 1201 Art History Survey I ARTS 1203 Art History Survey II MUSI 1002 Introduction to Music THEA 1300 Introduction to Theatre
<b>Fine Arts Area</b> Studio Courses (AA Only)	ARTS 1202 Design I ARTS 1204 Design II ARTS 1205 Graphic Design ARTS 1206 Directed Independent Study Art ARTS 1209 Watercolor Painting I ARTS 1210 Painting I ARTS 1211 Watercolor Painting II ARTS 1212 Painting II ARTS 1214 Drawing I ARTS 1216 Drawing II ARTS 1217 Painting Seminar ARTS 1222 Ceramics I ARTS 1223 Intro to Ceramics ARTS 1224 Ceramics II ARTS 1225 Ceramics Seminar/Potters Wheel ARTS 1232 Individual Art Projects ARTS 1234 Photography I ARTS 1235 Photography II ARTS 1236 Photography Seminar ARTS 1245 Computer Graphics THEA 1301 Directed Independent Study Theatre THEA 1310 Stagecraft THEA 1328 Make-up for the Theatre

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<p><b>Language Arts Area</b> Breadth</p>	<p>COMM 1200 Interpersonal Communications          COMM 1220 Organizational Communication          COMM 1230 Public Speaking          JOUR 1204 Introduction to Broadcasting          JOUR 1700 Introduction to Mass Media          LANG 1900 Elementary German I          LANG 1901 Conversational German I          LANG 1902 Elementary German II          LANG 1903 Conversational German II          LANG 1908 Elementary Spanish I          LANG 1909 Conversational Spanish I          LANG 1910 Elementary Spanish II          LANG 1914 Elementary French I          LANG 1916 Elementary French II          LANG 1929 Conversational Spanish II          LITR 1210 Introduction to Literature          LITR 1215 World Literature</p>
<p><b>Language Arts Area</b> Depth</p>	<p>COMM 1201 Directed Independent Study-Communications          COMM 1217 Nonverbal Communication          ENGL 1107 Directed Independent Study-English          ENGL 1216 Creative Writing          JOUR 1703 Directed Independent Study-Journalism          JOUR 1704 Beginning Reporting          LANG 1904 Intermediate German I          LANG 1905 Intermediate German II          LANG 1911 Spanish for Communication          LANG 1912 Intermediate Spanish I          LANG 1913 Intermediate Spanish II          LANG 1925 Directed Independent Study/Foreign Language          LITR 1212 The Short Story          LITR 1217 Directed Independent Study-Literature</p>
<p><b>Philosophy/Religion and History</b> Breadth</p>	<p>HIST 1400 American History to 1877          HIST 1402 American History 1877-Present          HIST 1408 Western Civilization to 1500          HIST 1410 Western Civilization 1500-Present          HIST 1416 American Military History          HIST 1450 History of World Civilization to 1500          HIST 1452 History of World Civilization 1500 to Present          PHIL 1602 Introduction to Philosophy          RELI 1311 World Religions</p>
<p><b>Philosophy/Religion and History</b> Depth</p>	<p>HIST 1404 American West          HIST 1406 History of Kansas          HIST 1425 Women and The American Experience          HIST 1460 Military History of American Revolution          HIST 1461 Military History of American Civil War          HIST 1462 Military History of First World War          HIST 1463 Military History of Second World War          HIST 1465 Military History of the Vietnam War          PHIL 1603 Directed Independent Study-Philosophy          PHIL 1604 Systematic Ethics          PHIL 1605 Introduction to Logic          RELI 1301 New Testament Literature: Gospels          RELI 1302 Directed Independent Study-Religion          RELI 1303 New Testament Literature: Acts &amp; Epistles          RELI 1305 Old Testament Literature: Pentateuch          RELI 1307 Old Testament Literature: Wisdom Books          RELI 1309 Old Testament Literature: Prophets</p>

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<b>SOCIAL AND BEHAVIORAL SCIENCES REQUIREMENTS</b>	
<b>Social Sciences</b> Breadth	AGRI 1100 Agriculture in our Society ANTH 1819 World and Regional Geography SOC 1100 Introduction to Sociology SOC 1129 Cross Cultural Awareness
<b>Social Sciences</b> Depth	EDUC 1136 Children's Literature(AAS Only) SOC 1101 Directed Independent Study-Sociology SOC 1102 Marriage & Family SOC 1104 Contemporary Social Problems SOC 1110 Juvenile Delinquency SOC 1114 Human Sexuality
<b>Behavioral Science</b> Breadth	PSYC 1000 General Psychology
<b>Behavioral Science</b> Depth	PSYC 1006 Abnormal Psychology PSYC 1014 Developmental Psychology PSYC 1018 Group Dynamics I PSYC 1026 Psychology of Grief & Separation PSYC 1027 Coping with Stress PSYC 1034 Theories of Personality PSYC 1045 Directed Independent Study-Psychology PSYC 1130 Death & Dying
<b>Economic/Political Science</b> Breadth	AGRI 1116 Principles of Agriculture Economics ECON 1607 Introduction to Economics ECON 1610 Principles of Macroeconomics ECON 1612 Principles of Microeconomics POLS 1800 Government of the United States POLS 1801 Introduction to Political Science POLS 1804 International Relations POLS 1828 State & Local Government
<b>Economic/Political Science</b> Depth	ECON 1615 Personal Finance POLS 1805 Directed Independent Study-Government



# Programs of Study

NATURAL SCIENCES REQUIREMENTS	
<b>Natural Science</b> Laboratory Science	AGRI 1114 Plant Science CHEM 1802 Fundamentals of General Chemistry CHEM 1806 Principles of General Chemistry I CHEM 1808 Principles of General Chemistry II CHEM 1814 Organic Chemistry I CHEM 1816 Organic Chemistry II LIFE 1402 Principles of Biology LIFE 1406 Principles of Botany LIFE 1407 Anatomy & Physiology I LIFE 1408 Anatomy & Physiology LIFE 1409 Anatomy & Physiology II LIFE 1410 Principles of Zoology LIFE 1412 Principles of Microbiology LIFE 1413 Environmental Science LIFE 1414 Environmental Science Lab PHSC 1400 Physical Science PHSC 1402 Introduction to Geology PHSC 1403 Introduction to Geology Lab PHYS 1600 Physics I PHYS 1602 Physics II PHYS 1604 Engineering Physics I PHYS 1606 Engineering Physics II
<b>Natural Science</b> Non-laboratory Science	CHEM 1801 Directed Independent Study-Chemistry LIFE 1400 Concepts of Ecology LIFE 1411 Anatomy & Physiology for the Pre-Hospital Provider(Medical: Assistant, Transcriptionist, Coding; Paramedic and MAT Only) LIFE 1413 Environmental Science LIFE 1416 Directed Independent Study-Biological Science LIFE 1425 Residential Energy Efficiency LIFE 1426 Renewable Energy Sources PHSC 1402 Introduction to Geology PHSC 1404 Physical Geography PHSC 1406 Meteorology PHSC 1408 Astronomy
PHYSICAL EDUCATION, HEALTH PERFORMANCE REQUIREMENTS	
<b>Physical Education/Health</b>	HLTH 1247 Lifetime Fitness & Wellness HLTH 1248 Personal & Community Health (2hrs only) PHED 1202 Bowling PHED 1204 Advanced Bowling PHED 1206 Golf PHED 1208 Advanced Golf PHED 1210 Tennis PHED 1213 Self Defense PHED 1214 Karate I PHED 1215 Karate II PHED 1217 Fitness Through Activities PHED 1218 Riflery PHED 1219 Target Shooting PHED 1221 Advanced Karate PHED 1222 Beginning Swimming PHED 1224 Intermediate Swimming PHED 1225 Advanced Swimming PHED 1226 Lifeguard Training PHED 1228 Water Safety Instructor PHED 1229 Scuba Diving

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	<p>PHED 1232 Gymnastics &amp; Tumbling                  PHED 1234 Weight Training                  PHED 1236 Advanced Weight Training                  PHED 1239 Modern Dance                  PHED 1246 First Aid Emergency Care (1 Credit Hour Only)                  PHED 1271 Figure Improvement I                  PHED 1272 Figure Improvement II                  PHED 1276 Aqua Aerobics                  PHED 1280 Varsity Basketball-Men                  PHED 1281 Varsity Basketball-Women                  PHED 1282 Varsity Baseball                  PHED 1283 Varsity Softball                  PHED 1284 Varsity Cross Country                  PHED 1287 Varsity Tennis-Men                  PHED 1288 Varsity Tennis-Women                  PHED 1290 Varsity Track-Men                  PHED 1292 Varsity Track-Women                  PHED 1293 Varsity Volleyball                  PHED 1294 Varsity Cheerleading                  PHED 1295 Advanced Aqua Aerobics                  PHED 1301 Beginning Modern Dance                  PHED 1313 Rhythm I                  PHED 1314 Rhythm II                  PHED 1315 Rhythm III                  PHED 1316 Rhythm IV                  PHED 1321 Physical Fitness I                  PHED 1322 Physical Fitness II                  PHED 1326 Concepts of Personal Training (1 Credit Hour Only)</p>
<p><b>Performance</b> – 1 hour may be applied to PE, Health, &amp; Performance</p>	<p>MUSI 1001 Dir Ind Study/Instr Music                  MUSI 1003 Dir Ind Study/Vocal Music                  MUSI 1004 Intermediate Guitar                  MUSI 1006 Community College Orchestra                  MUSI 1008 Band                  MUSI 1009 Jazz Ensemble                  MUSI 1010 Choir                  MUSI 1014 Vocal Ensemble                  MUSI 1034 Harmony IV                  MUSI 1040 Class Voice                  MUSI 1044 Class Piano B                  MUSI 1045 Adult Intermediate Piano                  MUSI 1046 Class Piano C                  MUSI 1048 Class Piano D                  MUSI 1049 Applied Piano-Adults                  MUSI 1051 Applied Piano                  MUSI 1052 Organ                  MUSI 1086 Jazz Improvisation I                  MUSI 1088 Jazz Improvisation II                  THEA 1302 Acting I                  THEA 1304 Acting II                  THEA 1306 Play Production                  DANC 1001 Perform w/ Barton Dance Theatre</p>

# Programs of Study

**Career Technical Education Programs – C and/or AAS:** Career technical education offers students the option of one or two-year programs designed to provide knowledge and skills, which will prepare them for employment.

DEGREE CODES			
AA	Associate in Art	NDS	Non-Degree Seeking and not eligible for federal aid
AGS	Associate in General Studies	SAPP	Stand Alone Program
AS	Associate in Science	*	Major Concentration
AAS	Associate in Applied Science	+	May be eligible for federal aid under correlating degree program
C	Certificate Program	++	Not eligible for federal aid

## CAREER TECHNICAL EDUCATION PROGRAMS

Accounting - Technical Accounting Specialist (AAS) . . . . .	5210	Fire Science Technology (AAS) . . . . .	4303
(See Technical Accounting Specialist)		(Contact the EMS Office at 792-9341 for details)	
Adult Health Care		Graphics Design Multimedia Specialist . . . . .	5216
Activity Director (NDS) ++ . . . . .	5119	(Contact the WTCE Division Office at 792-9358 for details)	
Certified Medication Aide (SAPP) ++ . . . . .	5126	Hazardous Materials Management (AAS, C) . . . . .	1505
Certified Nurse Aide (SAPP) ++ . . . . .	5120	Manufacturing Skills Certificate (SAPP) ++ . . . . .	1507
Home Health Aide (SAPP) ++ . . . . .	5121	Medical Administrative Technology (AAS) . . . . .	5209
Rehabilitation Aide (SAPP) ++ . . . . .	5122	Medical Assistant (AAS) . . . . .	5222
Agriculture Business Management (AAS) . . . . .	0106	Medical Coding (C) . . . . .	5227
Automotive Technology (AAS, C) . . . . .	4706	Medical Laboratory Technician (AAS) . . . . .	5110
Business Administrative Technology (AAS) . . . . .	5205	Medical Transcriptionist (C) . . . . .	5223
Business Management and Leadership (AAS) . . . . .	5217	Military Technology (C) ++ . . . . .	2901
Business Technology (AAS) . . . . .	5225	Natural Gas Transmission & Distribution Technician (AAS, C) 4606	
Computer Networking Specialist (AAS, C) . . . . .	5215	Nursing	
Corrections (AAS) . . . . .	4306	IV Therapy (SAPP) ++ . . . . .	5125
Criminal Justice (AAS) . . . . .	4302	Practical Nursing - PN (C) . . . . .	5116
Crop Protection (AAS, C) . . . . .	0104	Associate Degree Nursing – ADN (AAS) . . . . .	5117
Dietary Manager (C) . . . . .	2004	Students passing the state exams become a	
Early Childhood (AAS) . . . . .	2003	Licensed Practical Nurse or a Registered Nurse	
Emergency Management/Homeland Security (AAS, C) . . . . .	4508	Pension Administration* (SAPP) ++ . . . . .	5208
Emergency Services Education		Pharmacy Technician (C) . . . . .	5228
Emergency Medical Services Administration (AAS) . . . . .	1508	(Contact the WTCE Division Office at 792-9266 for details)	
Emergency Medical Technician (SAPP) + . . . . .	5107	Phlebotomy Training (SAPP) + . . . . .	5111
Advanced Emergency Medical Technician (SAPP) ++ . . . . .	5114	Technical Accounting Specialist (AAS). . . . .	5210
Emergency Medical Responder (SAPP) ++ . . . . .	5113		
Paramedic (AAS) . . . . .	5109		

**Transfer Programs (Liberal or General Studies) – AS, AA, and/or AGS:** Transfer programs are designed for students who plan to transfer to a four-year college or university.

**TRANSFER PROGRAMS (Liberal or General Studies)**

Accounting (AS) . . . . .	5201	Horticulture/Turf Management (AS) . . . . .	0216
Agribusiness (AS) . . . . .	0108	Journalism (AA, AS) . . . . .	0901
Agricultural Economics (AS) . . . . .	0110	Law (AA, AS) . . . . .	2200
Agricultural Education (AS) . . . . .	0111	Law Enforcement - Transfer (AS) * . . . . .	4310
Agriculture Communications (AS) . . . . .	0109	Liberal Studies (AA, AS) . . . . .	2402
Agriculture Transfer Option (AS) . . . . .	0100	Management (AS) . . . . .	5224
Agronomy (AS) . . . . .	0210	Marketing (AS) . . . . .	5220
Animal Science (AS) . . . . .	0211	Math Education (AA, AS) . . . . .	1307
Anthropology Cultural Studies (AA, AS) . . . . .	4504	Mathematics (AA, AS) . . . . .	2701
Architectural Engineering (AA, AS) . . . . .	1403	Medical Laboratory Technician (AS) . . . . .	5110
Architecture (AA, AS) . . . . .	4801	Medical Technology (AA, AS) . . . . .	2604
Art (AA, AS) . . . . .	5001	Medicine (AA, AS) . . . . .	2602
Art Education (AA, AS) . . . . .	1309	Military Studies (AGS) . . . . .	4507
Athletic Training (AA, AS) . . . . .	2610	Milling Science (AS) . . . . .	0214
Automotive Tech - Transfer (AS) . . . . .	4707	Modern Languages (AA, AS) . . . . .	1601
Biology (AA, AS) . . . . .	2630	Mortuary Science (AA, AS) . . . . .	2605
Business (AS) . . . . .	5200	Music (AA, AS) . . . . .	5004
Chemistry (AA, AS) . . . . .	4001	Music Education (AA, AS) . . . . .	1305
Chiropractic (AA, AS) . . . . .	2601	Nursing – ADN (AS) . . . . .	5117
Computer Information Systems (AS) . . . . .	5213	Nursing Transfer (AA, AS) . . . . .	2622
Computer Science (AS) . . . . .	1101	Occupational Therapy (AA, AS) . . . . .	2623
Criminal Justice (AS) . . . . .	4301	Optometry (AA, AS) . . . . .	2606
Cytotechnology (AA, AS) . . . . .	2617	Park Management and Conservation (AS) . . . . .	0215
Dance (AA, AS) . . . . .	5010	Pharmacy (AA, AS) . . . . .	2607
Dental Hygiene (AA, AS) . . . . .	2611	Philosophy (AA, AS) . . . . .	3801
Dentistry (AA, AS) . . . . .	2603	Photography (AA, AS) . . . . .	5005
Dietary Management (AS) . . . . .	2006	Physical Education (AA, AS) . . . . .	1303
Dietetics (AS) . . . . .	2005	Physical Sciences (AA, AS) . . . . .	4000
Drama (AA, AS) . . . . .	5002	Physical Therapy (AA, AS) . . . . .	2608
Early Childhood Education (AA, AS) . . . . .	1304	Physical Therapy Assistant (AA, AS) . . . . .	2613
Economics (AS) . . . . .	5206	Physicians Assistant (AA, AS) . . . . .	2614
Elementary Education (AA, AS) . . . . .	1301	Physics (AA, AS) . . . . .	4003
Engineering (AA, AS) . . . . .	1401	Political Science (AA, AS) . . . . .	4502
Engineering Technology (AA, AS) . . . . .	1402	Pre-Nursing (AS) . . . . .	2621
English (AA, AS) . . . . .	2301	Psychology (AA, AS) . . . . .	4201
Environ Compliance Concentration (AS) . . . . .	1506	Public Administration (AA, AS) . . . . .	4505
Exercise Science (AA, AS) . . . . .	2618	Radiology Tech (AA, AS) . . . . .	2615
Finance (AS) . . . . .	5211	Religion (AA, AS) . . . . .	3802
Food Science (AS) . . . . .	0212	Respiratory Therapy (AA, AS) . . . . .	2609
Forensic Science (AA, AS) . . . . .	4311	Secondary Education (AA, AS) . . . . .	1302
Forestry (AS) . . . . .	0201	Social Work (AA, AS) . . . . .	4506
General Studies (AGS) . . . . .	2401	Sociology (AA, AS) . . . . .	4503
Geology (AA, AS) . . . . .	4002	Special Education (AA, AS) . . . . .	1306
Golf Course Management (AS) . . . . .	0213	Speech Communications (AA, AS) . . . . .	2302
Graphic Design (AA) . . . . .	5003	Sports Administration (AA, AS) . . . . .	1308
Health Information Management (AA, AS) . . . . .	2612	Veterinary Medicine (AS) . . . . .	2625
History (AA) . . . . .	4501	Wildlife Science (AS) . . . . .	2616

# Career Technical Programs of Study

## UNDECIDED

Career Center

Associate in General Studies

Contact Amanda Brack, 792-9349, [careercenter@bartonccc.edu](mailto:careercenter@bartonccc.edu)

Selecting a major and/or career field can be a difficult decision. In fact, many students who start college or go back to school are not sure what “they want to be” or what they should study. It is important to make such a decision based on your personal, educational, and career goals. If you are still deciding which major and/or career field would be the best fit for you, we offer the following suggestions:

- Talk with a Barton advisor about your options. They may be able to offer you ideas based on your interests and professional experience.
- Set up an appointment with Barton’s Career Center and narrow down your choices through assessments, career advisement, and career information. There are valuable resources available for career planning and career exploration.

## ACCOUNTING - TECHNICAL ACCOUNTING SPECIALIST (See Technical Accounting Specialist)

## ADULT HEALTH CARE PROGRAMS

Workforce Training and Community Education Division

Contact Andrea Thurber, 792-9298, [thurbera@bartonccc.edu](mailto:thurbera@bartonccc.edu)

Nursing Director, Linda Gobin, 792-9357, [gobinl@bartonccc.edu](mailto:gobinl@bartonccc.edu)

### Activity Director/Social Service Designee

This course provides training per Kansas Department of Health and Environment guidelines to prepare students to perform duties as an Activities Director or Social Service Designee in a long term care facility. The course is divided into three sections. The first section is a prerequisite for either of the other two sections.

Activity directors are responsible for scheduling activities for the residents in the facilities and Social Service Designees are the voice of the resident when the resident has lost the capacity to speak for his or herself.

### Certified Medication Aide

The Certified Medication aide course (CMA) is a 75 contact hour course that prepares students for the state certification exam. The CMA course is regulated by the Kansas Department of Health and Environment. CMA’s administer medications to residents in assisted living centers, hospitals, and long term care facilities. Students who have the desire to become CMA’s must be a certified CNA and have successfully passed the CASAS (or equivalent) reading assessment.

### Certified Nurse Aide

The certified nurse aide course (CNA) is a 90 contact hour course that prepares students for the state certification exam. The CNA course is regulated by the Kansas Department of Health and Environment. CNA’s provide direct care to residents of hospitals, assisted living centers, and long term care

facilities. Students who wish to take the CNA course must successfully pass the reading assessment requirement before being allowed to take the course.

### Home Health Aide

The Home Health Aide course (HHA) is a 20 contact hour course that prepares students for the Kansas Department of Health and Environment state examination. HHA’s administer one-on-one nursing care to patients in their homes. Students who wish to take the HHA course must successfully pass the reading assessment requirement before being allowed to take the course.

### Rehabilitation Aide

The Rehabilitation Aide course is a 30 contact hour course that provides additional training for CNA’s in the area of restorative care. Rehabilitation aides assist residents in maintaining skills in daily living.

## AGRICULTURE BUSINESS MANAGEMENT

Workforce Training and Community Education Division

Associate in Applied Science

Contact Vic Martin, 792-9207, [martinv@bartonccc.edu](mailto:martinv@bartonccc.edu)

Executive Director, Julie Kramp, 792-9278, [krampj@bartonccc.edu](mailto:krampj@bartonccc.edu)

The Agriculture Business Management Program is designed to provide students with the skills and abilities necessary for a career in production agriculture, for business opportunities in the agriculture business related fields, or to transfer to a four-year university.

## AUTOMOTIVE TECHNOLOGY

Workforce Training and Community Education Division

Associate in Applied Science Degree/Certificate

Contact Darcy Wedel, 792-9336, [wedeld@bartonccc.edu](mailto:wedeld@bartonccc.edu)

Executive Director, Julie Kramp, 792-9278, [krampj@bartonccc.edu](mailto:krampj@bartonccc.edu)

Barton’s Automotive Technology Program is recognized by the National Automotive Technicians Education Foundation (NATEF). Barton’s NATEF Certification assures the automotive program meets the standards of excellence established by automotive professionals and educators nationwide.

Ensuring that each student is well prepared for successful employment, Barton provides classroom instruction and hands-on experience in utilizing state-of-the-art equipment and technology.

Job opportunities abound in the automotive service industry, and Barton’s automotive instructors assist students in job placement according to their particular interests. Employment opportunities include automotive technician, service adviser, parts specialist, shop foreman and service manager.

## **BUSINESS ADMINISTRATIVE TECHNOLOGY**

*Workforce Training and Community Education Division  
Associate in Applied Science  
Contact Shanna Legleiter, 792-9398, [legleiters@bartonccc.edu](mailto:legleiters@bartonccc.edu)  
Executive Director, Jane Howard, 793-9208, [howardj@bartonccc.edu](mailto:howardj@bartonccc.edu)*

Barton's Business Administrative Technology program will prepare students for a professional career in an administrative setting. The coursework includes preparation in the areas of records management, ethics, customer service, business communications, and even supervisory development! Students are prepared for successful employment in careers such as an administrative assistant, office manager, customer service representative, or front-line supervisor.

This program is available on campus and online.

## **BUSINESS MANAGEMENT AND LEADERSHIP**

*Workforce Training and Community Education Division  
Associate in Applied Science  
Contact Kathy Boeger, 792-9203, [boegerk@bartonccc.edu](mailto:boegerk@bartonccc.edu) or  
Executive Director, Jane Howard, 792-9208, [howardj@bartonccc.edu](mailto:howardj@bartonccc.edu)*

A degree in Business Management & Leadership will prepare you to go directly into a great career in the world of business. The degree program includes core classes, general education courses, and offers different elective and on-demand classes to accomplish the associate degree. With this degree, students will be able to pursue immediate employment, apply for promotions, or transfer into a Bachelor Degree Program.

This program is available on campus and online.

## **BUSINESS TECHNOLOGY**

*Workforce Training and Community Education Division  
Associate in Applied Science - (offered at Fort Riley Campus only)  
Contact the Barton Fort Riley Office at (785) 784-6606*

The Associate in Applied Science degree prepares the student for entry into an occupation or closely related cluster of occupations. A student may receive credit for work experience, military experience, military schools and civilian education. Under the Associate in Applied Science degree program, the student may receive credit for work experience. Credits are awarded based on the American Council on Education ACE Guide. The degree requires a total of 64 credits, 15 of which must be completed with Barton.

## **COMPUTER NETWORKING SPECIALIST**

*Workforce Training and Community Education Division  
Associate in Applied Science Degree/Certificate  
Contact Cristi Gale, 786-1183, [galec@bartonccc.edu](mailto:galec@bartonccc.edu) or  
Executive Director, Jane Howard, 792-9208, [howardj@bartonccc.edu](mailto:howardj@bartonccc.edu)*

The Computer Networking Specialist Program prepares graduates to provide support services in information technology, an area of the computer industry that is currently experiencing growth, change and opportunity. Networking specialists look into problems that computer users are having with either computer software and/or hardware and try to resolve these problems. Networking specialists often work as network administrators

and as the "hands and eyes" of remote network engineers to resolve network infrastructure problems. This program will prepare the students to fulfill the role of technical specialist in the fields of microcomputer support, microcomputer repair and local area network administration. Due to the dynamic nature of the industry and the rapid advancement of computer technology, this program prepares students to understand the importance of self learning and professional development.

## **CORRECTIONS**

*Workforce Training and Community Education Division  
Associate in Applied Science  
Executive Director, Jane Howard, 792-9208, [howardj@bartonccc.edu](mailto:howardj@bartonccc.edu)*

The Corrections Degree program provides training to develop a highly skilled, competent workforce to meet the demands of the corrections industry. Students gain basic knowledge and upon completion, they will have been exposed to instruction in the following areas: Interpersonal communication skills within the corrections environment, codes of behavior applicable to a corrections career, procedures, practices and processes within the correctional system, and written skills to enhance job performance.

## **CRIMINAL JUSTICE**

*Workforce Training and Community Education Division  
Associate in Applied Science  
Contact Randy Smith, 792-9299, [smithr@bartonccc.edu](mailto:smithr@bartonccc.edu),  
Executive Director, Leonard Bunselmeyer, 792-9393,  
[bunselmeyerl@bartonccc.edu](mailto:bunselmeyerl@bartonccc.edu)*

## **Law Enforcement, Patrol and Criminal Investigation**

The Criminal Justice Program equips students with the necessary academic skills to achieve a rewarding career as a law enforcement officer, deputy sheriff, highway patrol trooper or one of many other exciting entry level positions in the criminal justice system.

The A.A.S. degree is an ideal choice for non-transfer students because it not only allows them to concentrate on their major, but, perhaps more important, allows students greater flexibility in designing a curriculum which specifically targets their interests and technical-career goals such as:

All criminal justice agencies look for individuals with good academic skills, personal integrity and a well-adjusted personality. Those agencies generally will not consider individuals for employment with criminal arrests and/or convictions for driving records, and/or alcohol related problems.

## **CROP PROTECTION**

*Workforce Training and Community Education Division  
Associate in Applied Science/Certificate  
Contact Vic Martin, 792-9207, [martinv@bartonccc.edu](mailto:martinv@bartonccc.edu)  
Executive Director, Julie Kramp, 792-9208, [krampj@bartonccc.edu](mailto:krampj@bartonccc.edu)*

The Crop Protection curriculum is designed to provide students with basic knowledge to become a certified commercial applicator. A two-year associate in applied science degree and short term certificate program are available. Many applicators work for cooperative associations, farms, and ranches. Starting wages range from \$25,000 to \$30,000.

# Career Technical Programs of Study

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## **DIETARY MANAGER**

*Workforce Training and Community Education Division  
Certificate*

Contact Marsha Finley at [finleym@bartonccc.edu](mailto:finleym@bartonccc.edu)  
Executive Director, Leonard Bunselmeyer, 792-9393,  
[bunselmeyerl@bartonccc.edu](mailto:bunselmeyerl@bartonccc.edu)

Dietary Managers specialize in providing optimum nutritional care through foodservice management. They work in hospitals, long-term care, schools, correctional facilities, and other non-commercial foodservice settings. The certificate program allows students to gain the knowledge and experience in foodservice management, nutrition therapy and human resources management needed to qualify for the certification exam. All courses are available online at [www.bartonline.org](http://www.bartonline.org).

Students must be endorsed by both a facility and a Registered Dietitian (RD). Students will complete 120 hours of classroom studies and 150 hours of field experience. The RD serves in cooperation with the lead instructor to provide the field experience training. Field logs are required.

## **EARLY CHILDHOOD**

*Workforce Training and Community Education Division  
Associate in Applied Science*

Contact Cheryl Couch, 786-1130, [couchc@bartonccc.edu](mailto:couchc@bartonccc.edu)  
Executive Director, Julie Kramp, 792-9278, [krampj@bartonccc.edu](mailto:krampj@bartonccc.edu)

Early Childhood Education at Barton gives you the opportunity to make a difference for children and families. Barton is committed to your learning and academic success through exposure to the latest research, technology and networking opportunities with educational professionals. The program is developmental as it focuses on the cognitive, physical, social, emotional, and creative development of children ages birth through eight years and the planning of activities and programs that are developmentally appropriate. Knowledge, theory, and practice are the foundations to the program. The State of Kansas Early Learning Standards is imbedded in all Barton Early Childhood courses.

Job opportunities in this field include Child Care Administration, Professional Nanny, Paraprofessional, Family Child Care Provide, Infant/Toddler Teacher, Pre-school Teacher, Parents as Teacher Parent Educator, Early Head State, Head Start, After School Program Director, and Corporate Child Care Programs.

This program is available online, at off-campus locations and on campus.

## **EMERGENCY MANAGEMENT/HOMELAND SECURITY**

*Environmental Technology Division  
Associate in Applied Science/Certificate*

Contact John Truitt, Executive Director, (785) 238-8550,  
[truittj@bartonccc.edu](mailto:truittj@bartonccc.edu)

Emergency managers are professionals that provide leadership and management skills during disasters. They provide leadership

and guidance during all phases of the disaster (mitigation, preparedness, response, and recovery). They are employed by the government at the city, county, state and federal levels as well as by business and industry. A large percentage of these professionals serve as part time emergency managers with their full time position being law enforcement (city, county or state), emergency medical services, or fire chiefs. Many of these professionals lack formal education and training in this field. This program is designed to provide training and formal education for those entering the emergency management field as well as those currently in the field who require additional training and education.

## **EMERGENCY MEDICAL SERVICES EDUCATION**

*Workforce Training and Community Education Division  
Associate in Applied Science Degree (as noted)  
Contact Karyl White, 792-9341, [whitek@bartonccc.edu](mailto:whitek@bartonccc.edu)  
Executive Director, Leonard Bunselmeyer, 792-9393,  
[bunselmeyerl@bartonccc.edu](mailto:bunselmeyerl@bartonccc.edu)*

### **Accreditation Agency**

CAAHEP—Commission on Accreditation of Allied Health Programs  
1361 Park Street  
Clearwater, FL 33756  
Phone: 727-210-2350  
[www.caahep.org](http://www.caahep.org)

### **Emergency Medical Responder**

Emergency Medical Responders are responders who tend to be first on the scene. They are trained to provide stabilization until other EMS providers arrive. First Responders are unable to transport patients without the aid of a higher certified technician. Many firefighters, police officers, and other emergency workers have this level of training. A national registry examination is required for certification. Student must be 17 years old to test for certification and have no felonies on record.

### **Emergency Medical Technician (EMT)**

The Emergency Medical Technician represents the first component of the Emergency Medical Services system. An EMT is trained to care for patients at the scene of an accident or illness and while transporting patients by ambulance to the hospital. The EMT has the emergency skills to assess a patient's condition and manage medical and trauma emergencies. Fire personnel and other emergency teams may also be trained to this level. A national registry examination is required for certification. Student must be 17 years old to test for certification and have no felonies on record.

### **Advanced Emergency Medical Technician – (AEMT)**

The Advanced EMT has more advanced training in IV therapy, subcutaneous injections, and administration of pre-approved medications. An AEMT's primary function in the rural area is to enhance the level of care. The AEMT may also augment paramedics in larger advanced life-support ambulance services. Students must be a Certified Kansas Emergency Medical Technician (EMT). Student must be 17 years old to test for certification and have no felonies on record.

## **Paramedic**

### **Associate of Applied Science Degree**

The paramedic program consists of four semesters, as well as clinical rotations at approved hospitals and field internships with advanced life support ambulances services. Students will learn emergency procedures such as cardiac monitoring and defibrillation, IV therapy, medication administration, and advanced airway procedures. Successful completion of the program and subsequent certification exams will enable graduates to work as skilled paramedics; able to provide sophisticated advanced pre-hospital life support.

Entry into the paramedic degree program is an application process and students must be certified as a Kansas EMT prior to admission into the program. To be certified the paramedic student must successfully pass the National Registry exam. The paramedic program is accredited through CAAHEP and approved by the Kansas Board of EMS.

### **Training Officer I (TO)**

This class is designed for those individuals interested in providing and coordinating approved EMS continuing education courses in the State of Kansas. It will provide the participant with opportunities to gain information and practice as a Training Officer I in the State of Kansas. It addresses the necessary paperwork required to apply for CEUs as well as administer classes. This class is approved by the Kansas Board of EMS.

### **Training Officer II (TO II)**

Prerequisite: TO I. This class dovetails with the TO I class. In addition to learning the ins and outs of coordinating and teaching continuing education classes, the student will learn to provide initial courses for Emergency Medical Responder classes. It addresses the responsibilities required for submitting initial course paperwork as well as basic classroom teaching techniques. The class is approved by the Kansas Board of EMS.

### **Instructor/Coordinator (IC)**

Prerequisite: TO II. This program is designed for those individuals interested in providing initial courses of instruction as well as continuing education courses for the State of Kansas. The class provides the student with teaching techniques, learning theory, lesson plan development, assessment, and other activities needed in the classroom setting. The course follows the NAEMSE instructor guidelines as well as the Kansas enrichments. Following successful completion of the class the IC candidate must complete an initial course of instruction under the leadership of a mentor before the candidate is eligible for certification. The IC program has been approved by the Kansas Board of EMS.

### **Emergency Medical Services Administration (EMS Administration)**

Associate of Applied Science Degree  
The EMS Administration degree is designed to take those individuals who already have training in pre-hospital care and prepare them to become successful pre-hospital administrators. The EMS Admin degree is housed completely online to accommodate students working various shifts. Those completing the EMS Admin degree will have the basic knowledge necessary to function as an EMS Administrator.

## **FIRE SCIENCE TECHNOLOGY**

(Contact the EMS Office at 792-9341 for details)

## **GRAPHICS DESIGN MULTIMEDIA SPECIALIST**

(Contact the WTCE Division Office at 792-9358 for details)

## **HAZARDOUS MATERIALS MANAGEMENT**

*Environmental Technology Division*

*Associate in Applied Science/Certificate*

Contact John Truitt, Executive Director, (785) 238-8550,  
[truittj@bartonccc.edu](mailto:truittj@bartonccc.edu)

The two-year Hazardous Materials Management Program will allow students to earn an Associate's Degree in Applied Science and prepare them for the work force. After the coursework is completed at Barton, students will be able to conduct studies on hazardous waste materials and take soil or debris samples at contaminated sites and analyze, identify, inventory, package, label and ship hazardous waste, conduct safety audits, safety training and develop safety programs. Graduates may choose to work for the government, waste management companies, utility companies, manufacturing, consulting and hazardous waste engineering companies.

## **MANUFACTURING SKILLS CERTIFICATE**

*Workforce Training and Community Education Division  
Certificate*

Contact David Miller, 792-9244, [millerd@bartonccc.edu](mailto:millerd@bartonccc.edu)  
Executive Director, Jane Howard, 792-9208, [howardj@bartonccc.edu](mailto:howardj@bartonccc.edu)

This eight credit hour certificate program prepares students for entry-level jobs in the manufacturing industry. Major industries interested in students with manufacturing skills include aircraft manufacturing and repair, agricultural equipment manufacturing, and wind turbine manufacturing. Upon successful completion of the coursework, students will possess basic mathematical skills, be knowledgeable of industry standards, and possess the ability to read blueprints and/or mechanical drawings. The student will also know and be able to practice good safety skills with their basic knowledge of OSHA standards.

## **MEDICAL ADMINISTRATIVE TECHNOLOGY**

*Workforce Training and Community Education Division  
Associate in Applied Science*

Contact Shanna Legleiter, 792-9398, [legleiters@bartonccc.edu](mailto:legleiters@bartonccc.edu)  
Executive Director, Jane Howard, 792-9208, [howardj@bartonccc.edu](mailto:howardj@bartonccc.edu)

Barton's Medical Administrative Technology program will prepare students for a professional medical office setting. The coursework includes preparation in the areas of medical terminology, coding, and transcription, customer service, business communications, and records management. Students may seek employment in hospitals, clinics, physician's offices, or other medical settings.

This program is available on campus and online.



# Career Technical Programs of Study

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## **MEDICAL ASSISTANT**

*Workforce Training and Community Education Division  
Associate in Applied Science  
Contact Carol Crockett, 792-9326, crockettc@bartonccc.edu  
Executive Director, Leonard Bunselmeyer, 792-9393,  
bunselmeyerl@bartonccc.edu*

Barton's Medical Assistant Program will prepare students to assist physicians, work in a medical clinic and some areas of the hospital or laboratory. The medical assisting profession is the fastest growing occupation over the next 5 years. Employment growth will be driven by the increase in the number of group practices, clinics, and other healthcare facilities that need support personnel, particularly the medical assistant who can contribute in the administrative and clinical duties. Barton's Medical Assistant Program prepares students for this profession in both the administrative and clinical areas. Some specific duties performed by a medical assistant are obtaining blood samples, performing basic office laboratory procedures and electrocardiograms, instructing patients in preparation for x-ray and laboratory procedures, handling telephone calls, correspondence, and handling office accounts. Barton provides many degree completion options for the working adults who wish to complete their degree to become a Medical Assistant. After successful completion of the coursework, students are eligible to take an exam to become a Registered Medical Assistant.

## **MEDICAL CODING**

*Workforce Training and Community Education Division  
Certificate  
Contact Carol Crockett, 792-9326, crockettc@bartonccc.edu  
Executive Director, Leonard Bunselmeyer, 792-9393,  
bunselmeyerl@bartonccc.edu*

The Medical Coding certificate program is for individuals who would like to be skilled in classifying medical data from patient records in physician's offices, clinics and/or out-patient settings. Coding professionals review patients' records and assign numeric codes for each diagnosis and procedure. Expertise of ICD-9, CPT, and HCPCS coding systems is acquired. In addition to coding procedures, the curriculum contains medical and professional courses for employment in a professional setting. After successful completion of the coursework students are eligible to take an exam to become a Certified Professional Coder. The certificate program is available online.

## **MEDICAL LABORATORY TECHNICIAN**

*Workforce Training and Community Education Division  
Associate in Applied Science  
Contact Cheryl Lippert, 786-1133, lippertc@bartonccc.edu  
Executive Director, Leonard Bunselmeyer, 792-9393,  
bunselmeyerl@bartonccc.edu*

### **Accreditation Agency**

National Accrediting Agency for Clinical Laboratory Sciences,  
5600 N. River Road, Suite 720  
Rosemont, IL 60018-5119  
(773) 714-8880

Medical Laboratory Technology is the study and analysis of body fluids. It encompasses a number of different medical specialties including hematology, microbiology, immunology, immunohematology, and clinical chemistry. It's a fairly rigorous major that will lead to a secure professional career, or can be used as a springboard for further education. It's a career that will require you to be quick, careful, and thorough.

Upon graduation, most medical laboratory technicians work in hospital and clinic laboratories. They use microscopes and precision electronic instruments. They assist doctors in diagnosis and treatment of diseases by performing a range of tests and laboratory procedures on blood and other body fluids in order to find chemicals, microorganisms, proteins, and other substances.

This program is available online and on campus.

## **MEDICAL TRANSCRIPTIONIST**

*Workforce Training and Community Education Division  
Certificate  
Contact Carol Crockett, 792-9326, crockettc@bartonccc.edu  
Executive Director, Leonard Bunselmeyer, 792-9393,  
bunselmeyerl@bartonccc.edu*

Barton provides a 33-credit hour Medical Transcription Certificate Program. This certificate option can be completed in one year and upon completion, students may obtain employment in a professional medical setting or, following experience, work from their homes. After successful completion of coursework and employment in the field, students are eligible to take an exam to become a Certified Medical Transcriptionist. The certificate program is available online.

All phone numbers have a 620 area code unless otherwise indicated.  
On-campus extensions are the last 3 digits of the phone number.

## MILITARY TECHNOLOGY

*Environmental Technology Division  
Certificate*

Contact Dion Burch, (785) 239-9769

[burchd@bartonccc.edu](mailto:burchd@bartonccc.edu)

Executive Director, John Truitt, (785) 238-8550,  
[truittj@bartonccc.edu](mailto:truittj@bartonccc.edu)

The Certificate of Applied Science (C.A.S.) in Military Technologies Program prepares students with the skills required for successful execution of duties in the fields of Military Leadership, Logistics, and Dangerous Materials Handling and Response.

Military technologies are an ever-expanding art that involves complex systems, hardware and technologies that possess ever increasing civilian applications. Dependent upon critical thought processes and the ability to utilize these evolving technologies, today's military personnel are engaged in mission planning, risks assessment, identifying potential hazards, supervising preparations, identifying and maintaining assets, training personnel, and conducting and supervising additional duties. This certificate program encompasses and addresses these required skills.



## NATURAL GAS TRANSMISSION & DISTRIBUTION TECHNICIAN

*Workforce Training and Community Education Division  
Associate in Applied Science/Certificate*

Contact Michael Baugh, 792-9235, [baughm@bartonccc.edu](mailto:baughm@bartonccc.edu)

Executive Director, Julie Kramp, 792-9278, [krampj@bartonccc.edu](mailto:krampj@bartonccc.edu)

Barton's Natural Gas Transmission and Distribution certificate and/or degree program prepares students for a variety of jobs



in the natural gas industry. Both transmission and distribution companies are requesting interviews with all successful completers of the certificate and/or degree who are in good standing with the college. Successful students will be considered for Internships with these companies as well as for potential employment. Graduates may choose to work for utility companies, transmission and distribution companies, municipalities and other related agencies.

Wage Outlook: Entry level wages for this industry start at \$25,700 annually (not including benefits); with training and some experience wages increase to \$30,000 - \$35,000 annually. Individuals with specialized training and two-three years experience earn \$40,000-\$50,000 per year, depending upon worksite. Employees with three or more years experience and appropriate training will earn over \$50,000 annually depending upon location and area of expertise.

## NURSING

*Workforce Training and Community Education Division  
Associate in Applied Science/Certificate*

Contact Linda Gobin, 792-9357, [gobinl@bartonccc.edu](mailto:gobinl@bartonccc.edu)

Executive Director, Leonard Bunselmeyer, 792-9393,  
[bunselmeyerl@bartonccc.edu](mailto:bunselmeyerl@bartonccc.edu)

### IV Therapy

A certificate designed to prepare the licensed practical nurse to perform limited and expanded administration of IV therapy under the supervision of a registered professional nurse as outlined by K.A.R. 60-16-102 (b) located in the Kansas Nurse Practice Act. Successful completion of this course and passing of the state examination will increase the licensed practical nurse's scope of practice to include intravenous fluid therapy under the supervision of a registered professional nurse.

### Practical Nursing

The practical nursing program provides students with a broad theory-based course of study with opportunities to develop and strengthen clinical skills. The program combines theory, taught in the classroom, with practical experience learned in the lab and clinical settings. Upon completion of the program, students earn a Certificate in Practical Nursing. Graduates are eligible to take the National Council Licensure Examination for Practical Nurses (NCLEX-PN®).

### Associate Degree (ADN)

Barton's Associated Degree Nursing Program is an intensive one year completion program. The program combines theory, taught in the classroom, with practical experience learned in the lab and clinical settings. All students wanting to earn an Associate Degree in Nursing from Barton must first complete a Practical Nurse Program and become licensed through the State of Kansas. Graduates are eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN®).

### ADN Accreditation Agency

National League for Nursing Accrediting Commission  
3343 Peachtree Road NE, Suite 500  
Atlanta, GA 30326  
Phone (404) 975-5000  
Fax (404) 975-5020  
[www.nlnac.org](http://www.nlnac.org)

# Career Technical Programs of Study

## PENSION ADMINISTRATION

Workforce Training and Community Education Division  
Contact Jane Howard, 792-9208, [howardj@bartonccc.edu](mailto:howardj@bartonccc.edu)

This field of study is designed to provide core pension administration courses for students who plan to work in the retirement plan industry. Students will have the opportunity enroll in courses needed to prepare for the certification exams required for the Qualified 401(k) Administrator (QKA) certification.



## PHARMACY TECHNICIAN

Workforce Training and Community Education Division  
Certificate Program  
Contact Leonard Bunselmeyer, Executive Director, 792-9393,  
[bunselmeyerl@bartonccc.edu](mailto:bunselmeyerl@bartonccc.edu)

Barton's Pharmacy Technician Program will prepare students to assist and support licensed pharmacists in providing medication and health care products to patients. Pharmacy technicians often perform a central role in the preparation and delivery of drug products and act as a liaison for the pharmacist, doctor, and the patient. Pharmacy technicians prepare prescriptions, sometimes including the actual compounding of medication. Additionally, they prepare and label medication containers. All pharmacy technicians must be registered by the Kansas State Board of Pharmacy. This certificate program will prepare completers to take the licensing exam available from the Pharmacy Technician Certification Board (PTCB) and begin an entry-level job as a pharmacy technician.

This program is available in hybrid online format.

## PHLEBOTOMY TRAINING

Workforce Training and Community Education Division  
Contact Judy Miller, 792-9352 [millerj@bartonccc.edu](mailto:millerj@bartonccc.edu)  
Executive Director, Leonard Bunselmeyer, 792-9393,  
[bunselmeyerl@bartonccc.edu](mailto:bunselmeyerl@bartonccc.edu)

This training covers the principles and practice of phlebotomy, emphasizing safety, specimen collection (venipuncture and capillary puncture), specimen processing and legal and ethical issues relevant to the practice of phlebotomy. When supplemented with a formal clinical experience, students are qualified to take national certification examinations.



## TECHNICAL ACCOUNTING SPECIALIST

Workforce Training and Community Education Division  
Associate in Applied Science  
Contact Kathy Boeger, 792-9203, [boegerk@bartonccc.edu](mailto:boegerk@bartonccc.edu) or  
Executive Director, Jane Howard, 792-9208, [howardj@bartonccc.edu](mailto:howardj@bartonccc.edu)

Barton's Technical Accounting Specialist program provides students the foundation in accounting theory and practice for entry level positions in private enterprises, public accounting firms, and government/non-profit organizations. The A.A.S. graduate will be prepared to process manual and computerized accounting records for an organization, including payroll and various clerical duties. Graduates will also have increased knowledge and skills in human relations and customer service, along with business and interpersonal communications.

This program prepares students for positions with titles such as accounting clerk, accounts payable clerk, accounts receivable clerk, billing clerk, cash posting clerk, payroll clerk and many others.

Coursework is available on campus as well as online.

# Transfer Programs of Study

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## UNDECIDED

Career Center

Associate in General Studies

Contact Amanda Brack, 792-9349, [careercenter@bartonccc.edu](mailto:careercenter@bartonccc.edu)

Selecting a major can be a difficult decision. In fact, many students who start college or go back to school are not sure what they should study. It is important to take your time selecting a major so you can consider your personal goals, your educational goals, and your career goals. If you are still deciding which major would be the best fit for you, we offer the following suggestions:

- Talk with a Barton advisor about your options. They may be able to offer you some ideas based on your interests and professional experience.
- Set up an appointment with Barton's Career Center and narrow down your choices through assessments, career advisement, and career information. There are valuable resources available for career planning and career exploration.

## ACCOUNTING (Also see Technical Accounting Specialist)

Workforce Training and Community Education Division

Associate in Science

Contact Kathy Boeger, 792-9203, [boegerk@bartonccc.edu](mailto:boegerk@bartonccc.edu) or

Executive Director, Jane Howard, 792-9208, [howardj@bartonccc.edu](mailto:howardj@bartonccc.edu)

The business curriculum is designed to provide the general education requirements and core business courses for students who plan to transfer to a four-year college or university to complete a bachelor's degree in accounting, business administration, business management & leadership, economics, finance, management, marketing or banking. Consideration must be given to course placement in terms of course offerings, degree of difficulty, continuity, and credits earned. Electives must meet the transfer requirements of your transferring institution. Students should coordinate with the business school of the transfer college or university. This program is available on campus and online.

## AGRIBUSINESS

(See Agriculture Transfer Option)

## AGRICULTURAL ECONOMICS

(See Agriculture Transfer Option)

## AGRICULTURAL EDUCATION

(See Agriculture Transfer Option)

## AGRICULTURE COMMUNICATIONS

(See Agriculture Transfer Option)

## AGRICULTURE TRANSFER OPTION

Workforce Training and Community Education Division

Associate in Science

Contact Vic Martin, 792-9207, [martinv@bartonccc.edu](mailto:martinv@bartonccc.edu)

Executive Director, Julie Kramp, 792-9278, [krampj@bartonccc.edu](mailto:krampj@bartonccc.edu)

The Agriculture Transfer curriculum is designed to serve students who wish to pursue a college education in a broad area of agriculture or who want to tailor a program to meet their specific career objectives. Traditionally, students in this program of study have focused on careers in agricultural production.

Additional Agriculture transfer emphasis coursework available in: Agriculture Business, Communications, Economics, Education; Agronomy; Animal Science; Food Science; Golf Course Management; Horticulture/Turf Management; Milling Science; Park Management/Conservation; and Veterinary Medicine.

## AGRONOMY

(See Agriculture Transfer Option)

## ANIMAL SCIENCE

(See Agriculture Transfer Option)

## ANTHROPOLOGY CULTURAL STUDIES

Academics Division

Associate in Arts Degree

Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

The Anthropology Cultural Studies curriculum is designed to prepare students for a bachelor's degree concentrating in one of the four sub fields: socio-cultural anthropology, archaeology, linguistic anthropology and biological-physical anthropology. Anthropologists may work for colleges and universities, museums and consulting.

## ARCHITECTURAL ENGINEERING

Academics Division

Associate in Science Degree

Contact Tim Folkerts, 792-9320, [folkertst@bartonccc.edu](mailto:folkertst@bartonccc.edu)

Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

Architects design buildings and other structures and are either self-employed or work for architecture firms, real estate developers, or governmental agencies. If you are interested in a bachelor's degree in architectural engineering, you should refer to the Pre-Engineering curriculum requirements.

# Transfer Programs of Study

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## ARCHITECTURE

*Academics Division*

*Associate in Science Degree*

Contact Tim Folkerts, 792-9320, folkertst@bartonccc.edu

Dean of Academics, Richard Abel, 792-9333, abelr@bartonccc.edu

Architects design buildings and other structures and are either self-employed or work for architecture firms, real estate developers, or governmental agencies.

A bachelor's degree program in architecture requires five academic years of study at most colleges and universities. By careful selection, you may complete some of the required general education coursework at Barton Community College. If you plan to pursue a bachelor's degree in architecture, you should be sure to consult the requirements of the college or university to which you plan to transfer. If you are interested in a bachelor's degree in architectural engineering, you should refer to the Pre-Engineering curriculum requirements.

## ART

*Academics Division*

*Associate in Arts Degree*

Contact Steve Dudek, 792-9260, dudeks@bartonccc.edu

Dean of Academics, Richard Abel, 792-9333, abelr@bartonccc.edu

The Art curriculum offers you the opportunity to develop your skills in personal expression and creative sensitivity through studies in various fine and applied artistic disciplines. The art department curriculum is constructed around the philosophy that awareness in the visual arts is developed by experiencing a solid foundation based on courses in areas of two and three-dimensional art, a variety of different media and techniques, and various digital imaging and computer applications.

The Art curriculum is open to students interested in art and culture and provides a course of study leading to an Associate in Arts Degree. This curriculum is a general guide if plan to pursue a Bachelor's Degree of Art or Bachelor's of Fine Arts Degree at a college or university. Your advisor will help you plan courses that will meet the specific requirements of your transfer school.

## ART EDUCATION (See also Education)

*Academics Division*

*Associate in Arts Degree*

Contact Steve Dudek, 792-9260, dudeks@bartonccc.edu

Dean of Academics, Richard Abel, 792-9333, abelr@bartonccc.edu

The Art Education curriculum is designed to provide the first two years of the state-prescribed professional education courses, a curriculum of studio courses in areas of two and three dimensional art, and related general education courses that will lead to the bachelor's degree with state certification for teaching art at the Elementary and Secondary level. You are encouraged to consult your advisor to identify your area of emphasis, as well as, specific requirements of your transfer school.

## ATHLETIC TRAINING

*Academics Division*

*Associate in Science Degree*

Contact Ken Henderson, 792-9371, hendersonk@bartonccc.edu

Dean of Academics, Richard Abel, 792-9333, abelr@bartonccc.edu

Students who successfully complete the requirements of a credentialed bachelor's, or master's, degree program in athletic training are eligible to sit for the National Athletic Trainers' Association's Board of Certification (NATABOC) exam. Successful completion of this exam provides for the credential of certified athletic trainer. With NATABOC certification, positions dealing with athlete injury care can be obtained in high schools, colleges and universities, professional sports, sports medicine clinics, corporations/industries and other health care settings.

College and university programs vary in regards to the presentation of athletic training education. Significant differences often occur between the athletic training curriculums offered at 4-year institutions. Students need to select a transfer college or university as soon as possible once choosing to major in Athletic Training. For specific educational and career information, go to the NATABOC web site at [www.bocac.org](http://www.bocac.org) or the National Athletic Trainers' Association web site at [www.nata.org](http://www.nata.org).

## AUTOMOTIVE TECH - TRANSFER

*Workforce Training and Community Education Division*

*Associate in Science Degree*

Contact Darcy Wedel, 792-9336, wedeld@bartonccc.edu

Executive Director, Julie Kramp, 792-9278, krampj@bartonccc.edu

The Automotive Tech curriculum is designed to provide the general education requirements and core automotive courses for students who plan to transfer to a four-year college or university to complete a bachelor's degree in the automotive field. Electives must meet the transfer requirements of your transferring institution.

## BIOLOGY

*Academics Division*

*Associate in Science Degree*

Contact Colleen Hampton, 792.9331, hamptonc@bartonccc.edu

Dean of Academics, Richard Abel, 792-9333, abelr@bartonccc.edu

If transferring to a four-year institution, students are encouraged to identify the requirements of the transfer institution immediately and take Barton Community College courses that best meet the transfer needs. The Biology curriculum is designed to transfer to a four-year institution. Students who successfully complete the required coursework will become candidates for an Associate in Science Degree. The curriculum will instruct an individual in all aspects of living organisms and the relationships of animals, plants, insects, and microbes to their environment. Biology is a very broad major and offers a variety of careers to explore. Biology is a popular major for students interested in medical or pharmaceutical fields.

## **BUSINESS**

Workforce Training and Community Education Division  
Associate in Science Degree  
Contact Kathy Boeger, 792-9203, [boegerk@bartonccc.edu](mailto:boegerk@bartonccc.edu) or  
Executive Director, Jane Howard, 792-9208, [howardj@bartonccc.edu](mailto:howardj@bartonccc.edu)

The Business curriculum is designed to provide the general education requirements and core business courses for students who plan to transfer to a four-year college or university to complete a bachelor's degree in accounting, business administration, business management and leadership, economics, finance, management, marketing, or banking. Consideration must be given to course placement in terms of course offerings, degree of difficulty, continuity, and credits earned. Electives must meet the transfer requirements of your transferring institution. Students should coordinate with the business school of the transfer college or university. This program is available on campus and online.

## **CHEMISTRY**

Academics Division  
Associate in Science Degree  
Contact Guy Causey, 792-9330, [causeyj@bartonccc.edu](mailto:causeyj@bartonccc.edu)  
Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

The Chemistry curriculum consists of the courses students will need to begin the first two-years of study towards a bachelor's degree in chemistry and to obtain an Associate in Science Degree. As a chemistry or chemical engineer graduate, students will have opportunities to work in chemical or pharmaceutical industries as a researcher, analytical chemist, synthetic chemist or engineer. Students also can find employment in government agencies, schools and universities.

## **CHIROPRACTIC**

Academics Division  
Associate in Science Degree  
Contact Colleen Hampton, 792.9331, [hamptonc@bartonccc.edu](mailto:hamptonc@bartonccc.edu)  
Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

The Chiropractic curriculum is designed to prepare students for the general education requirements for most chiropractic colleges. Most State boards require at least 2 years of undergraduate education, and an increasing number require a bachelor's degree. All boards require completion of a 4-year chiropractic college course at an accredited program leading to the Doctor of Chiropractic degree. Chiropractors can work in a group practice but most have a private practice. Some may choose to teach or conduct research. Chiropractors often specialize in sport injuries, neurology, orthopedics, pediatrics and nutrition.

## **COMPUTER INFORMATION SYSTEMS**

Workforce Training and Community Education Division  
Associate in Science Degree  
Contact Cristi Gale, 786-1183, [galec@bartonccc.edu](mailto:galec@bartonccc.edu)  
Executive Director, Jane Howard, 792-9208, [howardj@bartonccc.edu](mailto:howardj@bartonccc.edu)

The Computer Information Systems curriculum is designed to prepare students who transfer to a four-year institution to pursue a bachelor's degree in Computer Information Systems. Students will take classes in computer programming and accounting to prepare them to transfer. Students who successfully complete the degree requirements will be candidates for an Associate in Science degree. Graduates who obtain a bachelor's degree in computer information systems have many job opportunities. Some of these are software engineering, information technology, systems analyst, project manager and database administrator.



## **COMPUTER SCIENCE**

Workforce Training and Community Education Division  
Associate in Science Degree  
Contact Cristi Gale, 786-1183, [galec@bartonccc.edu](mailto:galec@bartonccc.edu)  
Executive Director, Jane Howard, 792-9208, [howardj@bartonccc.edu](mailto:howardj@bartonccc.edu)

The Computer Science curriculum is designed to prepare students who transfer to a four-year institution to pursue a bachelor's degree in computer science. Students will take classes in computer programming and math to prepare them to transfer. Students who successfully complete the degree requirements will be candidates for an Associate in Science degree. Graduates who obtain a bachelor's degree in computer science have many job opportunities. Some of these are software engineering, information technology, game development, database administration, and computer system architecture.

# Transfer Programs of Study

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## CRIMINAL JUSTICE

Workforce Training and Community Education Division  
Associate in Science Degree  
Contact Randy Smith, 792-9299, [smithr@bartonccc.edu](mailto:smithr@bartonccc.edu)  
Executive Director, Leonard Bunselmeyer, 792-9393,  
[bunselmeyerl@bartonccc.edu](mailto:bunselmeyerl@bartonccc.edu)

### Law Enforcement and Criminal Investigation

The Criminal Justice curriculum can provide students with the necessary academic skills to achieve a rewarding career as a law enforcement officer, deputy sheriff, highway patrol trooper or one of many other exciting positions in the criminal justice system.

The curriculum is designed for students intending to complete a bachelor's degree at a transfer institution after graduating from Barton Community College. Federal and State agencies typically require a college degree and five years experience.

- Forensic scientists, sometimes called crime laboratory analysts, provide scientific information and expert opinions to judges, juries, and lawyers.
- Students learn technical skills in gathering evidence at a crime scene. This work involves responsibility for photographing and making diagrams of crime scenes, taking latent fingerprints, and collecting physical evidence at a crime scene. Students learn how evidence leads to testifying in court regarding evidence collected, fingerprints identified and other issues related to the court case.
- All criminal justice agencies look for individuals with good academic skills, personal integrity and a well-adjusted personality. Those agencies generally will not consider individuals for employment with criminal arrests and/or convictions for driving records, and/or alcohol related problems.

This transfer option is available on campus as well as online.

## CYTOTECHNOLOGY

Academics Division  
Associate in Science Degree  
Contact Judy Miller, 792-9352, [millerj@bartonccc.edu](mailto:millerj@bartonccc.edu)  
Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

Cytotechnology is a specialized field of medical laboratory work involving the microscopic study of cells. The cytotechnologist works under the supervision of a pathologist. This curriculum is a general guide leading to an Associate in Science Degree and is based on the requirements at The University of Kansas Medical Center. Actual course selection would depend on your choice of cytotechnology school.

## DANCE

Academics Division  
Associate in Arts Degree  
Contact Amanda Schnoebelen, 792-9139,  
[schnoebelena@bartonccc.edu](mailto:schnoebelena@bartonccc.edu)  
Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

The Dance curriculum is committed to the education of dancers by establishing a solid foundation of technical training coupled with artistic and aesthetic qualities and a rounded understanding of contemporary dance.

Barton is one of the only community colleges in the midwest offering an Associates of Arts Degree in dance. For a student who has the desire to enter a four year school as a dance major, this program provides the foundation needed to succeed.

Our resident student dance company is BDT (Barton Dance Theater). The company performs in the fall at the Wichita State University in the Kansas Dance Festival. In the spring BDT performs a dance concert at Barton. Throughout the academic year the BDT will have various additional opportunities to perform within the community.

## DENTAL HYGIENE

Academics Division  
Associate in Science Degree  
Contact Colleen Hampton, 792.9331, [hamptonc@bartonccc.edu](mailto:hamptonc@bartonccc.edu)  
Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

### University of Missouri-KC School of Dentistry

Dental hygienists are oral health professionals who, under the supervision of a dentist, provide preventive, educational, clinical and therapeutic services to help the public develop and maintain good oral health. A dental hygienist may work in private dental offices, dental clinics, public health agencies, hospitals, nursing homes, school districts or dental hygiene schools. Most dental hygiene programs are associate degree programs of which the first year of courses can be completed at Barton. The University of Missouri-Kansas City Dental hygiene program, however, is a bachelor's degree program of which the first two years can be completed at Barton. The courses recommended are for admission to UM-KC's dental hygiene program. Since course requirements for admission to dental hygiene programs are not identical, you should contact the college or university that you plan to attend for specific course requirement information.

## DENTISTRY

Academics Division  
Associate in Science Degree  
Contact Colleen Hampton, 792.9331, [hamptonc@bartonccc.edu](mailto:hamptonc@bartonccc.edu)  
Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

The Dentistry curriculum is recommended for students who seek admission to dental school. While students with two years of pre-dental course work may apply to dental school, students are encouraged to complete a baccalaureate degree prior to starting their four-year dental education. As soon as possible, students should contact prospective transfer institutions and identify appropriate transfer requirements. You should take Barton courses that best meet the transfer needs.

## DIETARY MANAGEMENT

Workforce Training and Community Education Division  
Associate in Science Degree  
Contact Marsha Finley at [finleym@bartonccc.edu](mailto:finleym@bartonccc.edu)  
Executive Director, Leonard Bunselmeyer, 792-9393, [bunselmeyerl@bartonccc.edu](mailto:bunselmeyerl@bartonccc.edu)

Barton Community College (Barton) and Kansas State University (K-State) have partnered together in offering educational programs in the field of dietetics. Barton offers an Associate of Science degree in dietary management or pre-dietetics. K-State offers a Bachelor of Science degree in the field of dietetics. Articulation agreements have been formed guaranteeing a student seamless transition from each academic program and between the institutions. Each piece of the program is designed to build upon the other.

## DIETETICS

Workforce Training and Community Education Division  
Associate in Science Degree  
Contact Marsha Finley at [finleym@bartonccc.edu](mailto:finleym@bartonccc.edu)  
Executive Director, Leonard Bunselmeyer, 792-9393, [bunselmeyerl@bartonccc.edu](mailto:bunselmeyerl@bartonccc.edu)

The Dietetics curriculum is offered online and consists of the courses needed to obtain an Associate in Science Degree. These courses also satisfy the first two-years of study towards a bachelor's degree in dietetics through partnership with Kansas State University .

Dietetics offers students the chance to combine their interest in food and nutrition with the privilege of meeting the needs of individuals or groups desiring to maintain, improve, or restore health in all stages of the life cycle.

## DRAMA

Academics Division  
Associate in Arts Degree  
Contact Erin Renard, 786.1187, [renarde@bartonccc.edu](mailto:renarde@bartonccc.edu)  
Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

The Drama curriculum provides the first two years of course work towards a bachelor's degree in theatre. The curriculum stresses knowledge, appreciation and techniques, which contribute to effective dramatic arts. Graduates often work as freelancers for producers, theatres and studios. They may also work with set and costume designers, scripts, screenplays, and research materials.

## EARLY CHILDHOOD EDUCATION

Workforce Training and Community Education Division  
Associate in Science Degree  
Contact Cheryl Couch, 786-1130, [couchc@bartonccc.edu](mailto:couchc@bartonccc.edu)  
Executive Director, Julie Kramp, 792-9278, [krampj@bartonccc.edu](mailto:krampj@bartonccc.edu)

The Early Childhood Education curriculum enables students to complete general education requirements in pursuit of a bachelor's degree in Elementary Education. Students also experience courses which provide opportunities to observe and interact with children and are designed for elementary education majors.



Some courses are available online and at off-campus locations in addition to the campus.

## ECONOMICS

Workforce Training and Community Education Division  
Associate in Science Degree  
Contact Kathy Boeger, 792-9203, [boegerk@bartonccc.edu](mailto:boegerk@bartonccc.edu)  
Executive Director, Jane Howard, 792-9208, [howardj@bartonccc.edu](mailto:howardj@bartonccc.edu)

The Business curriculum is designed to provide the general education requirements and core business courses for students who plan to transfer to a four-year college or university to complete a bachelor's degree in accounting, business administration, business management and leadership, economics, finance, management, marketing, or banking. Consideration must be given to course placement in terms of course offerings, degree of difficulty, continuity, and credits earned. Electives must meet the transfer requirements of the transferring institution. Students should coordinate with the business school of the transfer college or university. This program is available on campus and online.



# Transfer Programs of Study

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## EDUCATION

*Academics Division*

*Associate in Science Degree*

*Contact Dean of Academics, Richard Abel, 792-9333,*

*abelr@bartonccc.edu*

The Education curriculum is designed to provide the first two-years of the state-prescribed professional education courses and related general education courses that will lead to the bachelor's degree with state certification for teaching.

The curriculum consists of general requirements, as well as, courses from your area of emphasis. You are encouraged to consult your advisor to identify your area of emphasis, as well as, specific requirements of your transfer school.

You should have a 2.75 GPA and a minimum of 50 college credit hours upon entering the teacher education program at a four-year institution. You may be required to take the Pre-Professional Skills Test (PPST) or another entrance examination. These requirements are necessary in order for you to be formally admitted to most teacher education programs.

Students interested in coaching may obtain an endorsement to coach without completing a physical education curriculum.

### Elementary Education

The Elementary Education curriculum prepares you to teach in elementary, middle and junior high school.

### Secondary Education

The Secondary Education curriculum prepares you to teach at the junior and high school levels.

### Special Education

The Special Education curriculum prepares you to teach students with mild/moderate mental or physical disabilities. Students interested in licensure in special education should first explore the requirements for obtaining a teaching license in elementary or secondary education. Special education in many four-year institutions is a minor program leading to a special education endorsement to the regular teaching license. Coursework in special education is usually completed during the junior or senior year of a four year bachelor's degree education program.

### Physical Education

The Physical Education curriculum prepares you to teach elementary, junior high/middle school, and high school physical education. Many students interested in physical education also complete a curriculum leading to secondary coaching, although an endorsement to coach are available.

**ELEMENTARY EDUCATION** (See Education)

## ENGINEERING

*Academics Division*

*Associate in Science Degree*

*Contact Tim Folkerts, 792-9320, folkertst@bartonccc.edu*

*Dean of Academics, Richard Abel, 792-9333, abelr@bartonccc.edu*

The Engineering curriculum prepares you for future study in the following areas of engineering: aeronautical, aerospace, agricultural, bioengineering, computer, chemical, civil, electrical, food, industrial, mechanical, nuclear, and petroleum. You may complete half of your bachelor's degree requirements at Barton Community College and earn the Associate in Science Degree upon completion of the program requirements.

## ENGINEERING TECHNOLOGY

*Academics Division*

*Associate in Science Degree*

*Contact Tim Folkerts, 792-9320, folkertst@bartonccc.edu*

*Dean of Academics, Richard Abel, 792-9333, abelr@bartonccc.edu*

The education of the engineering technologist parallels that of the engineer, but is directed toward the practical aspects of engineering design and operations. The technologist may work with the engineer in a design group; however, as a technologist, you are not limited to such activity and you may be involved in management or technical sales. Kansas State University at Salina offers bachelors and associate degrees in a wide variety of fields of engineering technology and aviation. A curriculum guide describing their technology programs can be obtained by calling 800-248-5782 or (785) 826-2640. Since the required courses in the first year of these programs are very program specific, you are encouraged to start your two years of course work there. However, if you need to take developmental courses or if you are unable to start there immediately, you may complete some of their required courses at Barton. If you do complete some of the required courses at Barton, you will still be need to spend two additional years at Kansas State University at Salina to complete their specific program requirements.

## ENGLISH

*Academics Division*

*Associate in Arts Degree*

*Dean of Academics, Richard Abel, 792-9333, abelr@bartonccc.edu*

The English curriculum is designed for transfer to a four-year institution to obtain a Bachelor's Degree. Students who successfully complete the required classes will be candidates for an Associate in Arts degree from Barton. Graduates have a variety of opportunities available to them including work in public relation firms, editing companies, education, news analysts, or news reporting. English graduates further their education in the fields of journalism, law, and medicine.

## ENVIRONMENTAL COMPLIANCE CONCENTRATION

*Contact the Hazardous Materials Emergency Management Training Institute at (785) 238-8550*

## EXERCISE SCIENCE

Academics Division  
Associate in Science Degree  
Contact Ken Henderson, 792-9371, [hendersonk@bartonccc.edu](mailto:hendersonk@bartonccc.edu)  
Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

**Exercise Science:** Students who complete bachelor's degree requirements for Exercise Science are qualified to pursue a career in personal fitness training, collegiate coaching, collegiate and professional strength/conditioning programs, commercial or private health and fitness centers, hospital exercise and cardiac rehabilitation programs, corporate fitness centers, a variety of community health fields, or professional health care.

**Community Health:** Students who complete the bachelor's degree requirements for Community Health are qualified to pursue a career in college or university education; or obtain employment with public health agencies (county, state, and federal), volunteer health agencies (American Cancer Society, American Red Cross, American Heart Association, American Lung Association), private ventures (consulting work, design health promotion software), patient education (hospitals, senior citizens, personal wellness), Centers for Disease Control, and Planned Parenthood or adoption agencies.

Significant differences often occur between the curriculums offered among individual 4-year institutions. Students need to select a transfer college or university as soon as possible once choosing to study Exercise Science.

## FINANCE

Workforce Training and Community Education Division  
Associate in Science Degree  
Contact Kathy Boeger, 792-9203, [boegerk@bartonccc.edu](mailto:boegerk@bartonccc.edu) or  
Executive Director, Jane Howard, 792-9208, [howardj@bartonccc.edu](mailto:howardj@bartonccc.edu)

The Business curriculum is designed to provide the general education requirements and core business courses for students who plan to transfer to a four-year college or university to complete a bachelor's degree in accounting, business administration, business management & leadership, economics, finance, management, marketing or banking. Consideration must be given to course placement in terms of course offerings, degree of difficulty, continuity, and credits earned. Electives must meet the transfer requirements of your transferring institution. Students should coordinate with the business school of the transfer college or university. This program is available on campus and online.

## FOOD SCIENCE

(See Agriculture Transfer Option)

**FORENSIC SCIENCE** (See Criminal Justice)

## FORESTRY

Workforce Training and Community Education Division  
Associate in Science Degree  
Contact Executive Director, Julie Kramp, 792-9278, [krampj@bartonccc.edu](mailto:krampj@bartonccc.edu)

The Forestry curriculum provides general coursework for students who plan to obtain a bachelor's degree. This curriculum also meets many lower division requirements for fields that are closely related to forestry, such as conservation and natural resources. Forest and conservation workers perform a variety of tasks to reforest and conserve timberlands and maintain forest facilities, such as roads and campsites. Tree farms or forest nurseries employ other forest workers.

## GENERAL STUDIES

Career Center  
Associate in General Studies  
Contact Amanda Brack, 792-9349, [careercenter@bartonccc.edu](mailto:careercenter@bartonccc.edu)

An excellent way to get a taste of our many academic and vocational programs is through the general education requirements. These are a wide range of courses representing several different academic and vocational areas.

Use the general education requirements to explore areas of interest to you. Then talk with your advisor to find out more about the fields you enjoy. If you are still deciding which major would be the best fit for you, we offer the following suggestions:

- Talk with a Barton advisor about your options. They may be able to offer you some ideas based on your interests and professional experience.
- Set up an appointment with Barton's Career Center and narrow down your choices through assessments, career advisement, and career information. There are valuable resources available for career planning and career exploration.

## GEOLOGY

Academics Division  
Associate in Science Degree  
Contact Tim Folkerts, 792-9320, [folkertst@bartonccc.edu](mailto:folkertst@bartonccc.edu)  
Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

The Geology curriculum is designed for students planning to transfer to a university to earn a bachelor's degree in geology. Upon transfer, your standing in the university's program will depend upon how well your course choices match those of the particular university's geology program.

Employment opportunities in geology are very diverse and include potential employment in industry, education and research.

## GOLF COURSE MANAGEMENT

(See Agriculture Transfer Option)

# Transfer Programs of Study

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## GRAPHIC DESIGN

*Academics Division*

*Associate in Arts Degree*

*Contact Steve Dudek, 792-9260, dudeks@bartonccc.edu*

*Dean of Academics, Richard Abel, 792-9333, abelr@bartonccc.edu*

Graphic designers plan, analyze, and create visual solutions to communications problems. They find the most effective way to get messages across in print and electronic media using color, type, illustration, photography, animation, and various print and layout techniques. Designers and multimedia authors find employment in a variety of settings, which include advertising, independent graphic studios, publishing houses, fashion and movie studios, newspapers, web and television. Well-trained, talented artists who have a mastery of artistic materials, techniques, different medias and skills, and knowledge of computer software work as flash animation designers, layout artists, technical illustrators, multimedia designers, web and motion graphics authors, and developers of interactive media.

The Graphic Design curriculum is a general guide if you plan to pursue a Bachelor's degree in Art or Bachelor's of Fine Arts Degree at a college or university. Special curriculum adjustments can be made for specific college or university requirements.

## HEALTH INFORMATION MANAGEMENT

*Academics Division*

*Associate in Science Degree*

*Contact Colleen Hampton, 792.9331, hamptonc@bartonccc.edu*

*Dean of Academics, Richard Abel, 792-9333, abelr@bartonccc.edu*

The Health Information Management curriculum will prepare students to secure, analyze, integrate, and manage health care information. Graduates of baccalaureate health information management programs are qualified to take the Registered Record Administration certification exam to become a Registered Record Administrator (RRA). Barton offers the first two years of the prerequisite course work required for admission to a baccalaureate health information management program. Actual course selection depends on your choice of transfer college or university.

## HISTORY

*Academics Division*

*Associate in Arts Degree*

*Contact Linda McCaffery, 792-9251, mccafferyl@bartonccc.edu*

*Dean of Academics, Richard Abel, 792-9333, abelr@bartonccc.edu*

The History curriculum is designed to transfer to a four-year institution to obtain a bachelor's degree in history. With a bachelor's degree in history individuals will research, analyze and interpret the past by using many sources of information. Graduates can also work for research organizations, publishing firms and government agencies to name a few. A bachelor's degree in history can also lead to teaching credentials after meeting some additional requirements.

## HORTICULTURE/TURF MANAGEMENT

(See Agriculture Transfer Option)

## JOURNALISM

*Academics Division*

*Associate in Arts Degree*

*Contact Yvonda Acker, 792-9239, ackery@bartonccc.edu*

*Dean of Academics, Richard Abel, 792-9333, abelr@bartonccc.edu*

The Journalism curriculum provides students with a sufficient general education background to transfer to a four-year college or university. Although most four-year institutions desire a broad background in the communicative arts and social science, it is important that students consult the catalog of the four-year school they plan to attend. It is the mission of the Journalism Department to teach real-world journalism so that your successful completion of each course will increase your marketable skills.

## LAW

*Academics Division*

*Associate in Arts Degree*

*Dean of Academics, Richard Abel, 792-9333, abelr@bartonccc.edu*

The Association of American Law Schools does not specify a particular pre-law curriculum. It does emphasize rigorous disciplined study that will give students a broad undergraduate education providing "comprehension" and expression in words, critical understanding of human institutions and values with which the law deals, and creative power in thinking.

The Law curriculum provides for two years of suggested course work. Students should consult with a law advisor at the college or university where they plan to transfer as early as possible in their undergraduate college career.

## LAW ENFORCEMENT - TRANSFER (See Criminal Justice)

## LIBERAL STUDIES

*Career Center*

*Associate in Arts Degree*

*Contact Amanda Brack, 792-9349, careercenter@bartonccc.edu*

The Liberal Arts curriculum is designed for students who want a broad based background in the Humanities and Social Sciences and plans to transfer to a college or university to obtain a Bachelor of Arts degree. The recommended Liberal Arts curriculum meets the Transfer and Articulation Agreement, but can be modified to meet your particular interests and the requirements of the college or university that you plan to attend.

## MANAGEMENT

Workforce Training and Community Education Division  
Associate in Science  
Contact Kathy Boeger, 792-9203, [boegerk@bartonccc.edu](mailto:boegerk@bartonccc.edu) or  
Executive Director, Jane Howard, 792-9208, [howardj@bartonccc.edu](mailto:howardj@bartonccc.edu)

The Business curriculum is designed to provide the general education requirements and core business courses for students who plan to transfer to a four-year college or university to complete a bachelor's degree in accounting, business administration, business management & leadership, economics, finance, management, marketing or banking. Consideration must be given to course placement in terms of course offerings, degree of difficulty, continuity, and credits earned. Electives must meet the transfer requirements of your transferring institution. Students should coordinate with the business school of the transfer college or university.

## MARKETING

Workforce Training and Community Education Division  
Associate in Science  
Contact Kathy Boeger, 792-9203, [boegerk@bartonccc.edu](mailto:boegerk@bartonccc.edu) or  
Executive Director, Jane Howard, 792-9208, [howardj@bartonccc.edu](mailto:howardj@bartonccc.edu)

The Business curriculum is designed to provide the general education requirements and core business courses for students who plan to transfer to a four-year college or university to complete a bachelor's degree in accounting, business administration, business management & leadership, economics, finance, management, marketing or banking. Consideration must be given to course placement in terms of course offerings, degree of difficulty, continuity, and credits earned. Electives must meet the transfer requirements of your transferring institution. Students should coordinate with the business school of the transfer college or university. This program is available on campus and online.

## MATH EDUCATION (See also Education)

Academics Division  
Associate in Science Degree  
Contact Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@bartonccc.edu)  
Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

The Math Education curriculum is designed to provide the first two years of the state-prescribed professional education courses, a curriculum of mathematics courses, and related general education courses that will lead to the bachelor's degree with state certification for teaching math at the Elementary and Secondary level. You are encouraged to consult your advisor to identify your area of emphasis, as well as, specific requirements of your transfer school.

## MATHEMATICS

Academics Division  
Associate in Science Degree  
Contact Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@bartonccc.edu)  
Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

The Mathematics curriculum is designed to transfer to a four-year school to obtain a bachelor's degree. Upon completion of the required classes at Barton students will be awarded the Associate in Science Degree.

Mathematicians work in various capacities, ranging from the creation of new mathematical theories and techniques involving the latest technology to the solving of economic, scientific, engineering, and business problems using mathematical knowledge and computational tools.

Mathematicians work for the government, college and universities, research companies, banks and investment firms, manufacturing, aircraft, automobile, oil, pharmaceutical, and chemical industries.

## MEDICAL LABORATORY TECHNICIAN

Workforce Training and Community Education Division  
Associate in Science  
Contact Cheryl Lippert, 786-1133, [lippertc@bartonccc.edu](mailto:lippertc@bartonccc.edu)  
Executive Director, Leonard Bunselmeyer, 792-9393  
[bunselmeyerl@bartonccc.edu](mailto:bunselmeyerl@bartonccc.edu)

### Accreditation Agency

National Accrediting Agency for Clinical Laboratory Sciences,  
5600 North River Road, Suite 720  
Rosemont, IL 60018-5119  
(773) 714-8880

Medical Laboratory Technology is the study and analysis of body fluids. It encompasses a number of different medical specialties including hematology, microbiology, immunology, immunohematology, and clinical chemistry. It's a fairly rigorous major that will lead to a secure professional career, or can be used as a springboard for further education. It's a career that will require you to be quick, careful, and thorough.

The Medical Laboratory Technician curriculum provides a "stepping-stone" to further education to become a Medical Technologist, a Physician Assistant or a Medical Doctor. The curriculum is usually completed in a two-year time frame. The first clinical internship, Clinical Practicum I, is completed in the Summer following the 1st year of MLT courses. The second clinical internship, Clinical Practicum II, is completed in the Summer following the 2nd year of MLT courses. A fast track option is available to students who have already completed all of the general education and supportive science courses. This option is on a "space-available" basis. These students can complete the Program in one academic year followed by the two clinical practica.

This program is available online and on campus.

# Transfer Programs of Study

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## **MEDICAL TECHNOLOGY**

*Workforce Training and Community Education Division  
Associate in Science  
Contact Executive Director, Leonard Bunselmeyer, 792-9393,  
bunselmeyerl@bartonccc.edu*

The Medical Technology curriculum is designed to transfer to a four-year school to obtain a bachelor's degree. Upon completion of the required classes at Barton, students will be awarded the Associate in Science Degree. A 12 to 24 month internship in a school of medical technology is required. In Kansas, laboratories accredited to provide this internship are in Wichita and Kansas City. Medical technologists work for hospitals, laboratories, clinics, public health facilities, diagnostics, and biotech companies.

## **MEDICINE**

*Academics Division  
Associate in Science Degree  
Contact Colleen Hampton, 792.9331, hamptonc@bartonccc.edu  
Dean of Academics, Richard Abel, 792-9333, abelr@bartonccc.edu*

Students preparing to enter schools of medicine will normally complete requirements for a Bachelor of Arts or Science Degree from an accredited college or university before gaining admission to medical schools. Generally, the course of study follows the plan of a biology or chemistry major. You should follow the curriculum in completing recommended courses for premedical training. In addition, you are urged to consult the catalog of the medical school you plan to attend in order to meet specific requirements. The semester information attending Barton is a recommended schedule. As soon as possible, you should contract your prospective transfer institution and identify the requirements of your transfer school. You should take Barton courses that best meet your transfer needs.

## **MILITARY STUDIES**

*Associate in General Studies  
Contact Gene Kingslien, Dean of Fort Riley Learning Services & Military Operations, (785) 784-6606, kingslieng@bartonccc.edu*

The Military Studies curriculum is designed to enhance the professional competence of Active Duty, Reserve Component and National Guard service members. Completion of the curriculum provides service members education points for promotion and establishes a foundation for advancement toward a baccalaureate degree. Each course in the Military Studies curriculum provides immediate, on-the-job benefits to service members. The Military Studies curriculum is open to all students; however, students interested in military history or future employment with the Armed Forces will find the curriculum particularly rewarding.

## **MILLING SCIENCE**

(See Agriculture Transfer Option)

## **MODERN LANGUAGES**

*Academics Division  
Associate in Arts Degree  
Dean of Academics, Richard Abel, 792-9333, abelr@bartonccc.edu*

The Modern Language curriculum provides students with an Associate in Arts Degree with an emphasis in modern language. The curriculum is designed to transfer to a four-year school where students will work toward a bachelor's degree in language. Graduates in modern language work as a translator, personal assistant, internet journalist, travel consultant, or bilingual secretary, or work in marketing, public relations, advertising, international relations, education, law, law enforcement, or healthcare.

## **MORTUARY SCIENCE**

*Academics Division  
Associate in Science Degree  
Contact Colleen Hampton, 792.9331, hamptonc@bartonccc.edu  
Dean of Academics, Richard Abel, 792-9333, abelr@bartonccc.edu*

The one-year Mortuary Science curriculum meets the general education requirements of most certified mortuary science programs, including the mortuary science program at Kansas City Community College. Requirements for licensure in the field of mortuary science vary from state to state. To obtain a Kansas embalmer's license, you must complete an associate degree in mortuary science, pass a national board exam, and serve a one-year apprenticeship after passing the exam. To obtain a Kansas Funeral Director license, you must complete 60 semester hours of college course work (20 of which are defined by the state board), service a one-year apprenticeship, and then pass a state board exam. Since course requirements vary, you are urged to consult the catalog of the mortuary science college that you plan to attend for specific course requirement information.

## **MUSIC**

*Academics Division  
Associate in Arts Degree  
Contact Vern Fryberger, 792-9395, frybergerv@bartonccc.edu  
Dean of Academics, Richard Abel, 792-9333, abelr@bartonccc.edu*

A variety of instrumental and vocal music groups, tours, music classes, solo performance, improvisation and private study are part of the music program at Barton. Our emphasis is on both education and performing. You'll find excellent opportunities to develop your musical abilities with a dedicated, professional and caring faculty.

The Department of Music at Barton Community College awards the Associate in Arts degree which readily transfers to any state or private school in Kansas. This program includes the first and second year music courses for music majors, as well as general education requirements for all students.

These course offerings have a commitment to giving you the best possible preparation for continued study. Applied lessons are available for you in voice and all instrument and keyboard areas. Scholarships and/or performance awards are available for full time music majors and non-majors participating in performance ensembles.

## **MUSIC EDUCATION** (See also Education)

*Academics Division*

*Associate in Arts Degree*

Contact Vern Fryberger, 792-9395, [frybergerv@bartonccc.edu](mailto:frybergerv@bartonccc.edu)

Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

The Music Education curriculum is designed to provide the first two years of the state-prescribed professional education courses, a curriculum of music courses, and related general education courses that will lead to the bachelor's degree with state certification for teaching math at the Elementary and Secondary level. You are encouraged to consult your advisor to identify your area of emphasis, as well as, specific requirements of your transfer school.

## **NURSING - ADN**

*Workforce Training and Community Education Division*

*Associate in Science*

Contact Linda Gobin, 792-9357, [gobinl@bartonccc.edu](mailto:gobinl@bartonccc.edu)

Executive Director, Leonard Bunselmeyer, 792-9393,

[bunselmeyerl@bartonccc.edu](mailto:bunselmeyerl@bartonccc.edu)

## **ADN Accreditation Agency**

National League for Nursing Accrediting Commission

3343 Peachtree Road NE, Suite 500

Atlanta, GA 30326

Phone (404) 975-5000

Fax (404) 975-5020

[www.nlnac.org](http://www.nlnac.org)

Barton's Associated Degree Nursing Program is an intensive one year completion program. The program combines theory, taught in the classroom, with practical experience learned in the lab and clinical settings. All students wanting to earn an Associate Degree in Nursing from Barton must first complete a Practical Nurse Program and become licensed through the State of Kansas. Graduates are eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN®).

## **NURSING - TRANSFER**

*Academics Division*

*Associate in Science*

Contact Karen Kratzer, 792-9359, [kratzerk@bartonccc.edu](mailto:kratzerk@bartonccc.edu)

Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

The baccalaureate degree in nursing is required for public health nursing, school nursing and most supervisory positions at the unit manager level, and to enter most graduate nursing programs. In Kansas, a master's degree in nursing is required to teach in ADN, BSN or graduate-level nursing education programs.

Barton students interested in pursuing the bachelor's degree in nursing can earn an Associate in Science (A.S.) degree while they fulfill all prerequisites for admission into a BSN nursing program.

## **OCCUPATIONAL THERAPY**

*Academics Division*

*Associate in Science Degree*

Contact Karen Kratzer, 792-9359, [kratzerk@bartonccc.edu](mailto:kratzerk@bartonccc.edu)

Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

**The University of Kansas:** Occupational therapists use educational, vocational, and recreational activities to help physically, mentally, or emotionally disabled people to become self-sufficient. To be eligible to apply to the Occupational Therapy Program at the University of Kansas Medical Center, you must complete prerequisite course work hours. The University of Kansas Medical Center requires at least 90 hours of prerequisite course work of which 64 hours may be completed at Barton Community College. Contact your transfer university to obtain their complete list of admission requirements.

## **OPTOMETRY**

*Academics Division*

*Associate in Science Degree*

Contact Colleen Hampton, 792.9331, [hamptonc@bartonccc.edu](mailto:hamptonc@bartonccc.edu)

Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

Optometry is a profession that requires six years of education beyond high school. Upon completion of the recommended curriculum you will be awarded the Associate in Science Degree. Course requirements for admission to the schools and colleges of optometry are not identical. Therefore, you should consult the catalog of the College of Optometry to which you plan to transfer as soon as possible. Students should take courses that best meet their transfer needs.

## **PARK MANAGEMENT AND CONSERVATION**

(See Agriculture Transfer Option)

## **PHARMACY**

*Academics Division*

*Associate in Science Degree*

Contact Colleen Hampton, 792.9331, [hamptonc@bartonccc.edu](mailto:hamptonc@bartonccc.edu)

Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

The Pharmacy curriculum is designed to prepare individuals for the next four years at an accredited school of pharmacy. Some students may choose to earn their doctorate of pharmacy, which is an additional six years after the two years at Barton. Pharmacists work in different types of pharmacies such as independently owned or a drug store chain, grocery or department stores, hospitals, home healthcare, mail-order and mass merchandisers. Some other related occupations are pharmacy technicians and pharmacy aides.

# Transfer Programs of Study

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## PHILOSOPHY

*Academics Division*

*Associate in Arts Degree*

*Dean of Academics, Richard Abel, 792-9333, abelr@bartonccc.edu*

The Philosophy curriculum is designed to prepare students for a four-year program leading to a bachelor's degree. The curriculum may be changed to fit the needs and interests and/or the program requirements of the college or university to which the student plans to transfer.

The study of philosophy will increase the capacity to think critically and consistently, to organize ideas and issues, to look at issues from a variety of viewpoints, to solve problems, to manage effectively, and to lead, which are all important skills in today's modern job market. A background in philosophy is useful for careers in law, public relations, business, management, publishing, public health, and even computer science.

## PHOTOGRAPHY

*Academics Division*

*Associate in Arts Degree*

*Contact Steve Dudek, 792-9260, dudeks@bartonccc.edu*

*Dean of Academics, Richard Abel, 792-9333, abelr@bartonccc.edu*

Photography is a creative medium - which is equal parts communication and expression - and you will learn to approach it in an artistic manner. The field is glamorous and exciting as well as routine and practical. Beginning with the basics of camera manipulation and shooting techniques, you will go on to learn proper darkroom and printing procedures, and then advance to experimenting with photographic tools and ideas.

The Photography curriculum is open to students interested in increasing their knowledge of the photographic process, perusing a career in fine art, studio, fashion, journalistic, and technical/scientific documentation. Your course of study will lead to an Associate in Arts Degree. This curriculum is a general guide if plan to pursue a Bachelor's Degree in Art or Bachelor's of Fine Arts Degree at a college or university. Special curriculum adjustments can be made for specific college or university requirements.

## PHYSICAL EDUCATION (See Education)

## PHYSICAL SCIENCES

*Academics Division*

*Associate in Science Degree*

*Contact Tim Folkerts, 792-9320, folkertst@bartonccc.edu*

*Dean of Academics, Richard Abel, 792-9333, abelr@bartonccc.edu*

The Physical Sciences curriculum is designed for either transfer students or for students seeking a non-transfer, basic science background. If you plan to transfer, you should consult the program of your selected university prior to choosing the courses in this Associate in Science degree. The study of physical science develops mathematics and computational skills, analytical problem solving abilities and familiarity with modern instrumentation techniques that are marketable skills in today's economy. The Physical Sciences curriculum can prepare you for future preparation and training to work in manufacturing, education services, research and testing services.

## PHYSICAL THERAPY

*Academics Division*

*Associate in Science Degree*

*Contact Karen Kratzer, 792-9359, kratzerk@bartonccc.edu*

*Dean of Academics, Richard Abel, 792-9333, abelr@bartonccc.edu*

The Physical Therapy curriculum prepares students for transfer on to 4-year colleges and universities that provide pre-physical therapy educational programs. To enter a professional program of study in Physical Therapy, a student must complete an appropriate bachelor's degree in biology, exercises science, or related discipline that includes specific professional school prerequisite courses.

Students who successfully complete the requirements of a master's or doctoral degree program in physical therapy are eligible to sit for state specific registration or licensure exams. Physical Therapists practice in a variety of settings that include hospital and rehabilitation centers, outpatient clinics, school systems, nursing homes, intercollegiate athletics and personal fitness centers, private practice clinics, home health agencies, industrial sites, professional instruction, and research.

College and university programs vary in regards to the presentation of pre-physical therapy education. Significant differences often occur between the pre-physical therapy curriculums offered at 4-year institutions, as well as the professional schools. Students need to select a transfer college or university as soon as possible once choosing to pursue a career in physical therapy. For specific career information, contact the American Physical Therapy Association's web site at [www.apta.org](http://www.apta.org).

## PHYSICAL THERAPY ASSISTANT

*Academics Division*

*Associate in Science Degree*

Contact Karen Kratzer, 792-9359, [kratzerk@bartonccc.edu](mailto:kratzerk@bartonccc.edu)

Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

A Physical Therapist Assistant (PTA) is a highly skilled technical health care provider who works under the supervision of a Physical Therapist assisting in patient treatment programs and related tasks necessary for the provision of physical therapy services. PTAs practice in a variety of settings that include hospital and rehabilitation centers, outpatient clinics, nursing homes, athletic or personal fitness settings, home health agencies, and industrial sites.

Students pursuing a career as a PTA must successfully complete a specific program of study (general education courses, technical courses on physical therapy procedures, and clinical experience) at an accredited college or university. This qualifies the student to take a state specific PTA exam.

Barton provides general education courses required of physical therapist education programs at Colby Community College and Washburn University. Students need to select a transfer college or university as soon as possible once choosing to pursue a career in physical therapy. For specific career information, contact the American Physical Therapy Association's web site at [www.apta.org](http://www.apta.org).

## PHYSICIANS ASSISTANT

*Academics Division*

*Associate in Science Degree*

Contact Colleen Hampton, 792.9331, [hamptonc@bartonccc.edu](mailto:hamptonc@bartonccc.edu)

Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

A Physicians Assistant works with physicians and diagnose and treat patient illnesses and injuries. A Physicians Assistant also performs physical examination and take medical histories. The curriculum is recommended to help prepare you for admission to the 24-month Physicians Assistant Program at Wichita State University. As soon as possible, you should contact your transfer institution and identify the requirements of that institution. You should take courses that best meet the transfer needs.

## PHYSICS

*Academics Division*

*Associate in Science Degree*

Contact Tim Folkerts, 792-9320, [folkertst@bartonccc.edu](mailto:folkertst@bartonccc.edu)

Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

The Physics curriculum is designed for students to transfer to a university and obtain a four-year degree. After completion of the curriculum at Barton you will be awarded the Associate in Science Degree. Most physicists work in research and development. They also design and perform experiments with lasers, telescopes, and other instruments. Physicists work for the automobile industry, engineering service firms, research laboratories, government, colleges, and universities.

## POLITICAL SCIENCE

*Academics Division*

*Associate in Arts Degree*

Contact Joel Lundstrom, (785) 784-6606, [lundstromj@bartonccc.edu](mailto:lundstromj@bartonccc.edu)

Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

The Political Science curriculum provides the first two years of a four-year program leading to a Bachelor of Arts degree in political science. Political scientists study the origin, development, and operation of political systems and public policy. Political scientists work for the government within the U.S. and abroad, research organizations and consulting firms, banks and business firms, public interest groups, schools, colleges and universities, and the media.

## PRE-NURSING

Students interested in the nursing program and are in the process of working on the required pre-requisites for the Barton Nursing Program.

For more information, Contact the Barton Nursing Office located in the Technical Building, Room 94, or call 793-9357.

## PSYCHOLOGY

*Academics Division*

*Associate in Science Degree*

Contact Joel Lundstrom, 785-784-6606, [lundstromj@bartonccc.edu](mailto:lundstromj@bartonccc.edu)

Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

The Psychology curriculum provides the first two years of a four-year program leading to a bachelor's degree in psychology. The following courses provide fundamental training for transfer to a four-year university. Students should familiarize themselves with the degree requirements of the four-year institution you are transferring to, as these requirements will influence what courses are taken at Barton.

In the field of psychology, employment prospects are directly related to level of degree attained. Individuals with only an Associate degree (A.A. or A.S) will find few psychology-related jobs. The associate degree is designed primarily to function as a transfer degree. Students who earn a bachelor's degree will find that many more job opportunities exist. Those individuals who possess a bachelor's degree in psychology can find employment in a wide range of human service occupations (e.g. case workers, corrections officers, group home coordinators). Please bear in mind, however, that competition for such jobs is very keen and that a four-year degree in psychology does not prepare one to engage in therapy. Students who wish to study psychology should earn at a minimum the bachelor's degree and a master's degree if they are interested in becoming a therapist.



# Transfer Programs of Study

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## **PUBLIC ADMINISTRATION**

*Academics Division*

*Associate in Science Degree*

Contact Joel Lundstrom, (785) 784-6606, [lundstromj@bartonccc.edu](mailto:lundstromj@bartonccc.edu)

Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

The Public Administration curriculum will prepare individuals for careers in governments and non-profit agencies. Though many public administration programs are masters degree programs, Washburn University does offer a bachelor's degree program in Public Administration with three special emphases or majors: Public & Nonprofit Management, Environment & Natural Resources Management, and Local Economic & Community Development. Students should plan carefully with their advisor to meet the requirements of the specific college or university that students plan to attend.

## **RADIOLOGY TECH**

*Academics Division*

*Associate in Science Degree*

Contact Colleen Hampton, 792.9331, [hamptonc@bartonccc.edu](mailto:hamptonc@bartonccc.edu)

Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

Working under the direction and supervision of physicians, radiologic technologists prepare patients for radiologic examinations and operate the radiologic equipment needed to diagnose or treat patient illness or injuries. They also are often responsible for maintaining accurate patient records.

Since course requirements of Radiologic Technology programs vary, you should contact the college or university you plan to attend for specific program requirements.

The radiologic technology programs at Fort Hays State University, Newman University and Washburn University are associate degree programs of which the first year of courses can be completed at Barton.

## **RELIGION**

*Academics Division*

*Associate in Arts Degree*

Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

The Religion curriculum is designed to prepare students for a four-year program leading to a bachelor's degree. The curriculum may be changed to fit the needs and interests and/or the program requirements of the college or university to which the student plans to transfer.

The study of religion will increase the capacity to think critically and consistently, to organize ideas and issues, to look at issues from a variety of viewpoints, to solve problems, to manage effectively, and to lead, which are all important skills in today's modern job market. A background in religion is useful for careers in law, public relations, business, management, publishing, public health, and even computer science.

The study of religion will help prepare students for employment as a member of the clergy.

## **RESPIRATORY THERAPY**

*Academics Division*

*Associate in Science Degree*

Contact Colleen Hampton, 792.9331, [hamptonc@bartonccc.edu](mailto:hamptonc@bartonccc.edu)

Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

Transfer Requirements for the University of Kansas Respiratory therapists evaluate, treat, and care for patients with breathing disorders. Formal training programs vary in length and in the degree awarded. Most Respiratory Care programs are two-year programs that lead to an associate degree. The Respiratory Care programs at Washburn University, Newman University, Seward County Community College, Labette Community College, Kansas City Kansas Community College and Johnson County Community College lead to an associate degree. Some, like the Respiratory Care program at the KU Medical Center, are 4-year bachelor's degree programs. Barton offers the pre-requisite general education course work required for many of these programs. Since course requirements of Respiratory Care programs vary, you are urged to consult the catalog of the college or university you plan to attend for specific requirements. The general education course work required for the Respiratory Care program at the University of Kansas are listed below.

## **SECONDARY EDUCATION** (See Education)

## **SOCIAL WORK**

*Academics Division*

*Associate in Arts Degree*

Contact Ed Johnson, 792-9389, [johnsone@bartonccc.edu](mailto:johnsone@bartonccc.edu)

Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

The Social Work curriculum provides the first two years of a four-year program leading to a bachelor's degree in social work. Upon completion of the curriculum at Barton, students will be awarded the Associate in Arts Degree. Social workers are employed in both public and private agencies and institutions. They work in state, county, and municipal government agencies, and for the military. These areas may include social services, mental health, corrections, hospitals and nursing homes, home health agencies, departments of human resources, community and religious organizations.

## **SOCIOLOGY**

*Academics Division*

*Associate in Arts Degree*

Contact Ed Johnson, 792-9389, [johnsone@bartonccc.edu](mailto:johnsone@bartonccc.edu)

Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)

The Sociology curriculum provides the first two years of a four-year program leading to bachelor's degree in sociology. Sociologists study human society and social behavior by examining people in groups and the social institutions they create; these groups and institutions include families, communities, government, and various social, religious, political, and economic organizations. Sociologists work for educational institutions, government agencies, research and consulting firms, hospital, private practice, international organizations, welfare or other nonprofit organizations and corporations.

## **SPECIAL EDUCATION** (See Education)

### **SPEECH COMMUNICATION**

*Academics Division*

*Associate in Arts Degree*

*Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)*

The ability to communicate is no longer simply a personal skill. It is important that we develop into responsible, communicating adults physically, intellectually, emotionally, and socially. The Speech Communication curriculum provides learning experiences that will facilitate such development. The curriculum also fulfills general education requirements for transfer to a speech or communication program at a four-year college or university. Students should consult the catalog of the college or university they plan to attend for specific requirements. After completing an Associates Degree in Communications, students have the opportunity to pursue an advanced degree in the following fields and/or areas: Advertising and Public Relations (lobbyists, promotional managers), Radio and Television Announcers and News Casters (interpreters, actors), Reporters and Correspondents, Writers and Editors (tech writers, advertising copy writers, screen writers) and teachers.

### **SPORTS ADMINISTRATION**

*Academics Division*

*Associate in Science Degree*

*Contact Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)*

Students who complete the bachelor degree requirements for Sports Administration (Sports Management) are qualified to work in management-related positions at the secondary collegiate, and professional sports levels; or in companies that manufacture, distribute, or sell sporting equipment.

Significant differences often occur between the curriculums offered among specific 4-year institutions. You need to select a transfer college or university as soon as possible once choosing to study Sports Administration.

### **VETERINARY MEDICINE**

(See Agriculture Transfer Option)

### **WILDLIFE SCIENCE**

*Academics Division*

*Associate in Science Degree*

*Dean of Academics, Richard Abel, 792-9333, [abelr@bartonccc.edu](mailto:abelr@bartonccc.edu)*

The Wildlife Science curriculum is recommended for students interested in pursuing a bachelor's degree in wildlife, fisheries, or wildlife and fisheries at a four-year institution. The curriculum provides a basic background in science, mathematics and relevant general education courses that allow students to focus on a more specific wildlife related program of study at a baccalaureate institution. Students are encouraged to immediately identify the requirements of the transfer institution and take the courses that best meet the transfer needs. After completing the curriculum at Barton, students will be awarded the Associate in Science Degree. Wildlife biologists study the origins, behavior, disease, genetics and life processes or animals in the wild. They also perform a wide variety of duties associated with conserving fish and wildlife species. Wildlife biologists work for the government, environmental companies, pulp and paper producers, oil and gas companies, and private ecological consultants.

# Distance Learning Opportunities

## **Online learning definitely has its advantages:**

- Learn from the comforts of your home, office, or favorite relaxing spot
- No travel time or challenges of getting to campus
- Learning on your schedule. Whether it's at 5 a.m., during the day, or midnight, online learning is suited to your busy schedule
- Learn from wherever you are. Whether you are in Iraq, the beaches of Cancun, or right here in Great Bend, online learning is wherever you are
- Online classes are very well organized and contain numerous learning opportunities
- You can attend class in your PJs. Where else can you go and learn in most comfortable clothes?

**Online learning has its advantages and disadvantages so make sure you know what fits your learning style and need. If you are unsure if online learning is for you or you are ready to get started, give us a call or visit the respective online learning web site.**

## **Online learning is a useful and convenient way to get your education but it certainly has disadvantages depending on your learning style.**

- In most online courses there is no face-to-face contact with instructors or students. A majority of the contact with your teacher and fellow students is done thru e-mail, phone, or chat rooms within your course.
- Online learning takes discipline. Since you don't actually physically attend your class, you are required to attend (log-in) to your class to keep up with the material
- Expense. Usually online courses are a little more expensive than on-site classes. However, at Barton our classes are definitely affordable when compared to other online opportunities.

## ■ **BARTONLINE - WWW.BARTONLINE.ORG**

Contact: 877-620-6606 or [inquiry@bartonline.org](mailto:inquiry@bartonline.org)

# **BARTON**line.org

## Online Learning Opportunities

Barton Community College operates a virtual campus using the eCollege Learning Management System. BARTONline provides a learning platform that puts students in charge of scheduling. Courses are scheduled in weekly blocks allowing students to determine the time of day and the days of the week they attend class. Students can work toward or complete a variety of degree and certificate programs. Students may also take classes for the purpose of transfer to other institutions.

Courses are offered in nine and seventeen-week formats. Fall and spring semesters each contain two nine-week and one seventeen-week session. The summer session is nine weeks long. Each of the courses listed in the BARTONline catalog is offered at least once each semester. There are no minimum class size limits so classes are never canceled because of low enrollment.

The college's accreditation by The Higher Learning Commission (<http://ncahigherlearningcommission.org>) has been extended to include offering associate degrees online. Students may earn an associate in arts, associate in science, or associate in general studies degree as well as an associate in applied science degree in some career technical education programs.

### **ASSOCIATE IN ARTS**

The Associate in Arts Degree prepares a student to transfer into a Bachelor of Arts or most Bachelor of Fine Arts degree programs. The emphasis is on liberal arts and general education.

### **ASSOCIATE IN SCIENCE**

The Associate in Science Degree prepares a student to transfer into a Bachelor of Science Degree with advanced standing at the Regent's institutions. The emphasis is on general education, including natural science, social science, communication, and mathematics.

#### **Business emphasis**

The Business curriculum is designed to provide the general education requirements and core business courses for students who plan to transfer to a four-year college or university to complete a bachelor's degree in accounting, business administration, business management and leadership, economics, finance, management, marketing, or banking. Consideration must be given to course placement in terms of course offerings, degree of difficulty, continuity, and credits earned. Electives must meet the transfer requirements of your transferring institution. Students should coordinate with the business school of the transfer college or university.

#### **Criminal Justice emphasis**

The Criminal Justice curriculum prepares a student to transfer into a Bachelor of Science Degree with advanced standing at four year institutions that offer Bachelor of Science Degrees in Criminology or Criminal Justice. The degree focus is on general education, including natural science, social science, communication, mathematics with focused electives in the field of Criminal Justice.

#### **Dietary Management emphasis or Pre-Dietetics emphasis**

Barton Community College (Barton) and Kansas State University (K-State) have partnered to offer education programs in the field of dietetics. Barton offers an Associate in Science with an emphasis in Dietary Management which allows dietary manager students to work toward an Associate (Barton) and Bachelor (K-State) degree while working in the

All phone numbers have a 620 area code unless otherwise indicated.  
On-campus extensions are the last 3 digits of the phone number.

dietary management field. Barton also offers an Associate in Science with emphasis in Pre-dietetics for non dietary manager students who need to complete the general education courses and prerequisite courses needed for the K-State Bachelor of Science Degree in Dietetics. Articulation agreements have been formed guaranteeing a student seamless transition between the institutions

### **ASSOCIATE IN GENERAL STUDIES**

The Associate in General Studies Degree prepares a student to transfer into a Bachelor of General Studies degree program at most Regent's Institutions. The emphasis is on breadth rather than depth of knowledge. Students who choose this degree for exploratory purposes should realize that it may take them one or two semesters beyond the usual time to complete all the requirements for a bachelor's degree within a departmental major.

#### **Military Studies emphasis**

The Military Studies curriculum is designed to enhance the professional competence of Active Duty, Reserve Component and National Guard service members. Completion of the degree provides service members education points for promotion and establishes a foundation toward a baccalaureate degree. Each course in the Military Studies curriculum provides immediate, on-the-job benefits to service members. The Military Studies curriculum is open to all students; however, students interested in military history or future employment with the Armed Forces will find the curriculum particularly rewarding.



### **ASSOCIATE IN APPLIED SCIENCE**

The Associate in Applied Science Degree prepares you for entry into a career. The coursework is relevant to the real world, promoting employability traits that range from job-related technical skills to workplace ethics and soft skills.

#### **Business Administrative Technology**

The Business Administrative Technology program will prepare students for a professional career in an administrative setting. The coursework includes preparation in the areas of records management, ethics, customer service, business communications, and even supervisory development! Students are prepared for successful employment in careers such as an administrative assistant, office manager, customer service representative, or front-line supervisor.

#### **Business Management & Leadership**

The Business Management & Leadership program will prepare you to go directly into a great career in the world of business. This degree program includes core classes, general education courses, and offers different elective and on-demand classes to accomplish the associate degree. With this degree, students will be able to pursue immediate employment, apply for promotions, or transfer into a Bachelor Degree Program.

#### **Business Technology**

The Business Technology program prepares the student for entry into an occupation or closely related cluster of occupations. This degree program includes core classes, general education courses, and offers different elective and on-demand classes to accomplish the associate degree.

#### **Early Childhood Education**

The Early Childhood program gives you the opportunity to make a difference for children and their families. You will be exposed to the latest research, technology and networking opportunities with educational professionals. The program focuses on the cognitive, physical, social, emotional, and creative development of children ages birth through eight years and the planning of activities and programs that are developmentally appropriate. Knowledge, theory, and practice are the foundations to the program. The State of Kansas Early Learning Standards is imbedded in all Barton Early Childhood courses. Job opportunities in this field include Child Care Administration, Professional Nanny, Paraprofessional, Family Child Care Provide, Infant/Toddler Teacher, Pre-school Teacher, Parents as Teacher Parent Educator, Early Head Start, Head Start, After School Program Director, and Corporate Child Care Programs.

#### **Emergency Management & Homeland Security**

The Emergency Management & Homeland Security program is designed to provide training and formal education for those entering the emergency management field as well as those currently in the field who require additional training and education. Emergency managers are professionals that provide leadership and management skills during disasters. This degree is part of a 2+2 with Kansas State University-Salina that allows students to transfer the majority of those credits to K-State towards the completion of a Bachelor of Science in Technology Management offered through distance education.

# Distance Learning Opportunities

## Emergency Medical Services (EMS) Administration

The EMS Administration program is designed to take those individuals who already have training in pre-hospital care and prepare them to become successful pre-hospital administrators. This degree is available completely online to accommodate students working various shifts. Those completing the EMS Administration degree will have the basic knowledge necessary to function as an EMS Administrator.

## Hazardous Materials Management

The Hazardous Materials Management program will prepare students for career opportunities in the environmental, health and safety fields. The curriculum includes conducting studies on hazardous waste materials and take soil or debris samples at contaminated sites and analyze, identify, inventory, package, label and ship hazardous waste, conduct safety audits, safety training and develop safety programs. Graduates may choose to work for the government, waste management companies, utility companies, manufacturing, consulting and hazardous waste engineering companies. The degree is part of a 2+2 with Kansas State University-Salina that allows students to transfer the majority of those credits to K-State towards the completion of a Bachelor of Science in Technology Management offered through distance education.

## Medical Administrative Technology

The Medical Administrative Technology program will prepare students for a professional medical office setting. The coursework includes preparation in the areas of medical terminology, coding, and transcription, customer service, business communications, and records management. Students may seek employment in hospitals, clinics, physician's offices, or other medical settings.

## Medical Laboratory Technician

Medical Laboratory Technology is the study and analysis of body fluids. It encompasses a number of different medical specialties including hematology, microbiology, immunology, immunohematology, and clinical chemistry. It's a fairly rigorous program that will lead to a secure professional career, or can be used as a springboard for further education. It's a career that will require you to be quick, careful, and thorough.

Upon graduation, most medical laboratory technicians work in hospital and clinic laboratories. They use microscopes and precision electronic instruments to assist doctors in diagnosis and treatment of diseases by performing a range of tests and laboratory procedures on blood and other body fluids in

order to find chemicals, microorganisms, proteins, and other substances.

## Technical Accounting

The Technical Accounting program provides the foundation in accounting theory and practice for entry level positions in private enterprises, public accounting firms, and government/non-profit organizations. The student will be prepared to process manual and computerized accounting records for an organization, including payroll and various clerical duties. Graduates will also have increased knowledge and skills in human relations, customer service, and business and interpersonal communications. This program prepares students for positions with titles such as accounting clerk, accounts payable clerk, accounts receivable clerk, billing clerk, cash posting clerk, payroll clerk and many others.

## CERTIFICATE PROGRAMS

### Dietary Manager

Dietary Managers specialize in providing optimum nutritional care through foodservice management. They work in hospitals, long-term care, schools, correctional facilities, and other non-commercial foodservice settings. This certificate program allows students to gain the knowledge and experience in foodservice management, nutrition therapy and human resources management needed to qualify for the certification exam. Dietary Manager students must be endorsed by both a facility and a preceptor who is a Registered Dietitian (RD). Students will complete 120 hours of classroom studies and 150 hours of field experience. The RD serves in cooperation with the lead instructor to provide the field experience training. Field logs are required.



### Hazardous Materials Management

The 1-year Certificate program offers a shorter program, than the Applied Science Degree, to students looking to get into the career field of Hazardous Materials Management. Successful completion of the Certificate program requires a minimum of 34 credit hours.

### Emergency Management & Homeland Security

The 1-year Certificate program offers a shorter program to students looking to get into the career field of Emergency Management. Successful completion of the Certificate program requires a minimum of 34 credit hours.

### Medical Coding

The Medical Coding certificate program is for individuals who would like to be skilled in classifying medical data from

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On-campus extensions are the last 3 digits of the phone number.

patient records in various health care settings. Coding professionals review patients' records and assign numeric codes for each diagnosis and procedure. Expertise of ICD-9, CPT, and HCPCS coding systems is acquired. In addition to coding procedures, the curriculum contains medical and professional courses for employment in a professional setting. After successful completion of the coursework students are eligible to take an exam to become a Certified Coder.

### Medical Transcription

The Medical Transcription certificate program is a 33 credit hour curriculum. The program concentrates on the foundational skills required to listen to dictations created by healthcare professionals and to key this information into the appropriate format for healthcare records documentation. To accomplish this, knowledge related, but not limited to, medical terminology, anatomy and physiology, diagnostic procedures, pharmacology and treatment assessments is required. The majority of transcribers are employed in hospitals, physician's office, transcription service offices and laboratories.

## ■ NORTH CENTRAL DISTANCE LEARNING NETWORK

The NCDLN is an ITV (instructional television) consortium with five area high schools. Schools include USD 112 Central Plains – Claflin High School, Ellsworth High School, Russell High School, Wilson High School, and Victoria High School.

The purpose of the network is to provide educational opportunities for high school students and community members via ITV instruction. The advantages include fewer class cancellations and a broader variety of coursework. The majority of instruction is provided by Barton's full-time faculty members.

For more information contact Jane Howard at 792-9208 or [howardj@bartonccc.edu](mailto:howardj@bartonccc.edu)



## ■ EDUKAN – [www.edukan.org](http://www.edukan.org)

Contact: 620-603-0870, ext. 101 or [msarver@edukan.org](mailto:msarver@edukan.org)

EduKan, a consortium of six western Kansas community colleges, offers opportunities for students to take individual online courses and/or to earn an associate degree online.

As a member of EduKan, Barton is accredited to offer associate degrees online.

**eduKan**

### Associate in Arts

The Associate in Arts Degree prepares a student to transfer into a Bachelor of Arts or most Bachelor of Fine Arts degree programs. The emphasis is on liberal arts and general education.

### Associate in Science

The Associate in Science Degree prepares a student to transfer into a Bachelor of Science Degree with advanced standing at the Regent's institutions. The emphasis is on general education, including natural science, social science, communication, and mathematics.

### Associate in General Studies

The Associate in General Studies Degree prepares a student to transfer into a Bachelor of General Studies degree program at most Regent's Institutions. The emphasis is on breadth rather than depth of knowledge. Students who choose this degree for exploratory purposes should realize that it may take them one or two semesters beyond the usual time to complete all the requirements for a bachelor's degree within a departmental major.

# Other Educational Opportunities

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## ■ CENTER FOR ADULT EDUCATION

<http://cae.bartonccc.edu>

Barton Community College Center for Adult Education is located upstairs in the Great Bend One Stop facility at 1025 Main. A wide variety of services are provided to the community. Contact Luke Seitz at 786-7563 or [seitzl@bartonccc.edu](mailto:seitzl@bartonccc.edu)

### Adult Basic Education (ABE)

The Adult Basic Education Program helps students improve their basic math, reading, and communications skills. Instruction assists students in earning his/her Kansas State High School diploma.

### English to Speakers of Other Languages (ESOL)

Barton's English to Speakers of Other Languages (ESOL) Program assists students in learning English as a second language. Formerly the English as a Second Language (ESL) program, the goals of the program are still the same in teaching students English and assist in the adjustment of living in the United States.

### Citizenship Preparation

The Center for Adult Education provides citizenship classes to assist permanent residents of any nationality who want to obtain their United States Citizenship through Naturalization or are simply interested in learning about the United States.

The Citizenship Classes are a valuable resource for someone beginning or in the process of becoming a US Citizen. Since the process usually takes approximately 60 hours, citizenship classes will provide the support and assistance needed for the Naturalization process. Classes include assistance with the N-400 forms; orientation; pretesting; instruction which includes interview, writing, and speaking practice; post testing; review sessions; and then the final citizenship ceremony. A special celebration of becoming a US Citizen is usually held following the Naturalization ceremony.

### General Educational Development (GED)

General Educational Development (GED) tests give students the opportunity to earn a Kansas State High School diploma. This credential is recognized as a key to employment opportunities, advancement, further education, and financial rewards.

Eligibility requires: Anyone without a high school degree; Not currently enrolled in high school; a Kansas resident; and 16 years of age or older.

The Center for Adult Education provides tutoring, preparation classes, practice testing, and scheduling for the GED test.

### Distance Learning

The Center for Adult Education can help students earn their GED through online learning. Following an orientation, students receive their instruction, lessons, and assignments through the internet from the comfort of their own home. For information, contact Luke Seitz at 786-7562 or email [seitzl@bartonccc.edu](mailto:seitzl@bartonccc.edu)

### Immigration Documentation Services

Understanding the challenges to immigrant families, the Center

for Adult Education offers assistance to students and families. Services include counseling, information on immigration services and resources, English translating, assistance in obtaining immigration documentation, and other services to assist acclimating to life in the United States.

### Refresher Courses

Basic reading, math, and keyboarding skills are available for people who have a high school diploma, but who need to refresh these skills for further education or job advancement.

### Technology Instruction

The Technology Instruction program is designed to not only familiarize students with basic aspects of computer usage, but to prepare them for presentations. Students are taught basic computer applications, e-mail usage, and are expected to give a PowerPoint presentation to demonstrate presentation and computer skills.

## ■ WORKFORCE TRAINING & COMMUNITY EDUCATION PROGRAMS

<http://careers.bartonccc.edu>

The Workforce Training & Community Education Division offers many education and training opportunities beyond certificate and degree programs. Contact us at 866-813-2465, 792-9324, [wctce@bartonccc.edu](mailto:wctce@bartonccc.edu).

### BUSINESS & INDUSTRY TRAINING

**Business Classes & Workshops** – programs and events open to the general business community that serve to meet employer and/or employee training needs.

**Child Education Fair** – a annual conference target to child care professionals who care for children birth to eight years of age. Individuals from across the state attend this event to obtain continuing education credits and network with fellow child care professionals.

**CNH Global Technician Program** – Barton partners with CNH Global to deliver technician training for CNH employees throughout the state of Kansas and the region.

**COMMAND Spanish** – a national partnership with a leading provider of customized Spanish language and cross-cultural programs. Training is for non-Spanish speakers who interact with Spanish-speakers in the workplace.

**Customized Training Programs** – workshops and training sessions customized to the needs of today's employer and employees.

**National Association of Corrosion Engineers (NACE)** – a three-day annual conference that provides professionals with information on corrosion control regulations and procedures. Certification is available.

### HEALTH CARE CONTINUING EDUCATION PROGRAMS

**Clara Barton Colloquium** – The Clara Barton Colloquium is an annual conference that is held in conjunction with National

Nurses Week. The event celebrates the nursing profession and provides continuing education. The Clara Barton Scholarship Fund was established in conjunction with this event and scholarships are awarded each year.

**Nursing Continuing Education** – Continuing education is required for all persons licensed under the Kansas Nurse Practice Act. Barton serves as an approved provider of nursing continuing education.

### HIGH SCHOOL STUDENT LEARNING OPPORTUNITIES

**College Advantage** – juniors, seniors and gifted underclassmen have an opportunity to jump-start their college career. Classes are available at various high schools in the College's service area. ITV instruction is offered at schools in the North Central Distance Learning Network (NCDLN) and the Golden Belt ITV Consortium.

**Get Ahead Program (GAP)** – high school students may choose to start their college education early by participating in college classes that are offered on the Barton campus. General education and career pathway courses are available.

### PROFESSIONAL DEVELOPMENT

**Adventure Based Leadership Education (ABLE)** – emphasizes learning by experience. ABLE is a combination of physical and emotional challenges that allow participants to choose their own comfort zone while expanding their level of personal growth and development.

**Child Education Fair** – annual conference that celebrates the caring and education of young children! Childcare professionals and teachers from across the state attend this one-day event that offers professional networking and continuing education units.

**Kansas Highway Patrol Training (KHP)** – through a partnership with the KHP, students have the opportunity to earn college credit while completing their Basic Recruit training.

**Lee Turner Lectureship Series** – continuing education opportunity for area law enforcement professionals. An endowment from Mr. Lee Turner underwrites the costs of the lectureships.

### OUTREACH OFFERINGS

**Outreach** – traditional and lifelong learning courses available at locations throughout the College's service area. ITV instruction is offered at communities in the North Central Distance Learning Network (NCDLN).

**BASICS (Building Academic Skills in Correctional Settings)** – Barton offers inmate education at area correctional facilities. Student inmates have the opportunity to take individual classes or pursue coursework towards the completion of certificate and/or degree programs.

### ■ UPWARD BOUND PROGRAMS

Upward Bound provides fundamental support to participants in their preparation for college entrance. The program provides opportunities for participants to succeed in their precollege perfor-

mance and ultimately in their higher education pursuits. Upward Bound serves: high school students from low-income families; and high school students from families in which neither parent holds a bachelor's degree. The goal of Upward Bound is to increase the rate at which participants complete secondary education and enroll in and graduate from institutions of postsecondary education.

A six-week residential program is conducted on the Barton County campus during the summer.

Barton Community College has two Upward Bound programs serving our service area:

**Barton County Upward Bound:** Serves Claflin, Ellinwood, Hoisington, and Great Bend.

Contact: 792-9219 or <http://bcub.bartonccc.edu>

**Central Kansas Upward Bound:** Serves Chase, Ellsworth, Lyons, Quivira Heights, and Wilson.

Contact: 786-1181 or <http://ckub.bartonccc.edu>

### ■ EDUCATIONAL OPPORTUNITY CENTER

<http://ckeoc.bartonccc.edu>

The Central Kansas Educational Opportunity Center (CKEOC) offers free services to provide eligible adults assistance with postsecondary education attainment. CKEOC has been developed to respond to the increasing educational needs of adults and offer support in identifying their educational, personal, and career goals. The CKEOC TRIO Program is 100% funded by the Department of Education with all services free to those who qualify.

#### Services

Services include: career exploration, college and vocational school searches, financial aid and admissions assistance, placement in high school diploma or GED programs, campus visits, financial literacy, informational workshops, job networking, and mentoring.

#### CKEOC Service Area

The CKEOC service area covers 32 counties with EOC Advisors available to meet with current and prospective participants within Workforce Centers. The main EOC office is located in the Great Bend KansasWorks Center and satellite offices are located in Hays, Junction City, Manhattan, Salina, and the Barton Fort Riley Office.

#### Contact Information:

Great Bend: 793-8164 or toll free 877-684-8164

Junction City: (785) 238-5200

### ■ SILVER COUGAR CLUB

<http://bartonscc.org>

A membership organization for anyone 55 years of age or older (or a spouse of a Silver Cougar Club member), residing within the seven county Barton Community College service area. Membership benefits include: special events and activities throughout the year (some with a minimal cost), reduced fees for classes, admission to sporting events, special Silver Cougar Club socials and bi-monthly newsletter. Dues are currently \$15.00 for a single or \$25.00 for a couple's membership. Anyone wishing more information may contact the Foundation office at 786-1136 or <http://bartonscc.org>



# Other Educational Opportunities

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## ■ THE HAZARDOUS MATERIALS AND EMERGENCY SERVICES TRAINING INSTITUTE (HMESTI)

<http://bartonhazmat.org>

HMESTI provides business, industry, and governmental entities with environmental, health, and safety training services. The Institute provides OSHA Outreach Courses as a satellite member of the Midwest OSHA Education Centers (MOEC) which serves Region 7. HMESTI is also home to Barton Community College's Hazardous Materials, Occupational Safety and Health, Emergency Management, Motorcycle Safety, Emergency Medical Services, and Military On-site Training Programs. The Institute designs and delivers customized training to meet the needs of your organization. HMESTI is located at exit 299 and I-70 in Barton's Grandview Plaza Facility but provides training upon request across the nation.

Contact us at (785) 238-8550 to schedule the following:

**Motorcycle Training** - Barton offers both Motorcycle Safety Foundation Beginner and Experience Rider courses. You will receive upon successful completion of the course(s), an MSF completion card which could decrease your motorcycle insurance cost by 10%. Students successfully completing the Beginner course will also receive a Kansas waiver form to obtain a motorcycle license.

Some motorcycle manufacturers like BMW, Harley Davidson, Honda, Kawasaki, Suzuki, and Yamaha offer incentives for completing a MSF course. Check with your local dealer for more information.

Classes meet U.S. Military regulations.

For more information, call (785) 238-8550 or visit [www.bartonccc.edu/military/hmesti/mcycycle](http://www.bartonccc.edu/military/hmesti/mcycycle)

### **OSHA Construction Industry Standards 10 Hour**

The 10-hour Construction Industry Outreach Training Program is intended to provide a construction industry worker with broad awareness on recognizing and preventing hazards on a construction industry site. Students will be introduced to OSHA policies, procedures and standards as well as construction industry safety and health principles covered in OSHA Act Part 1926. Special emphasis will be placed on areas most hazardous using OSHA standards as a guide. Upon successful completion of the course, participants will receive an OSHA 10-Hour Construction Industry Outreach course completion card.

### **OSHA Construction Industry Standards 30 Hour**

This course will train students on OSHA regulations pertaining to construction standards that are set forth in the Code of Federal Regulations 29, part 1926

### **OSHA General Industry Standards 10 Hour**

The 10-hour General Industry Outreach Training Program is intended to provide a general industry worker with broad awareness on recognizing and preventing hazards on a general indus-

try site. Students will be introduced to OSHA policies, procedures and standards as well as general industry safety and health principles covered in OSHA Act Part 1910. Special emphasis will be placed on areas most hazardous using OSHA standards as a guide. Upon successful completion of the course, participants will receive an OSHA 10-Hour General Industry Outreach course completion card.

### **OSHA General Industry Standards 30 Hour**

The purpose of this course is to provide instruction concerning the development and implementation of a hazard communication program for employees. The course provides an overview of the various regulatory requirements of 29 CFR 1910 for general industry. The course also follows the voluntary training requirements for OSHA's 30-hour general industry program. OSHA Disaster Site Worker

Trains students in accordance with OSHA regulations pertaining to construction standards and Safety for Disaster Site Workers that are set forth in the Code of Federal Regulations (CFR) 29, part 1926. This course will also introduce students to the operational skills and procedures required to provide support services, (e.g. utility, demolition, debris removal, or heavy equipment operation) or site clean-up services in response to natural and man-made disasters.

### **OSHA 500 Standards for Construction**

This course is designed for personnel interested in teaching the 10- and 30-hour construction safety and health outreach program to their employees and other interested groups. Special emphasis is placed on those topics that are required in the 10- and 30-hour programs as well as on those that are the most hazardous, using OSHA standards as a guide. \*Prerequisites required.

### **OSHA 501 Standards for General Industry**

This course is designed for personnel interested in teaching the 10- and 30-hour general industry safety and health outreach program to their employees and other interested groups. Special emphasis is placed on those topics that are required in the 10- and 30-hour programs as well as on those that are the most hazardous, using OSHA standards as a guide. \*Prerequisites required.

### **Bloodborne Pathogens**

Training is designed to provide a basic understanding of blood-borne pathogens, common modes of their transmission, methods of prevention, and other pertinent information.

### **First Aid/CPR/AED**

Provides American Heart Association training for employees in companies, businesses and other entities. Also for those designated as first responders who have a duty to respond to a cardiac or other health emergency because of job responsibilities or regulatory requirements.

### **Confined Space Entry**

This course is designed to enable students to recognize, evaluate,

prevent, and abate safety and health hazards associated with confined space entry. Technical topics include the recognition of confined space hazards, basic information about instrumentation used to evaluate atmospheric hazards, and ventilation techniques. The course also covers the requirements of OSHA's permit-required confined space standard, 29 CFR 1910.146.

### **Trenching & Excavation**

This course focuses on OSHA standards and on the safety aspects of excavation and trenching. Students are introduced to practical soil mechanics and its relationship to the stability of shored and unshored slopes and walls of excavations. Various types of shoring (wood timbers and hydraulic) are covered.

### **Machine Safeguarding**

The main focus of this course is to increase the participant's knowledge and skill in proper machine safeguarding techniques, and to highlight the benefits of guarding various types of machinery. It is the employer's responsibility to identify and select the safeguard necessary to protect employees and others in the work area, as well as provide appropriate training in safe work practices. Knowing when and how to properly safeguard machinery can reduce or eliminate the potential for accidents and injuries.

### **Lockout/Tagout**

Students will learn about the role and responsibility of the employer to develop and implement an energy control program, or lock-out/tag-out (LOTO) for the protection of workers while performing servicing and maintenance activities on machines and equipment. In addition, students will learn how to detect hazardous conditions and implement control measures as they relate to the control of hazardous energy. This course is also designed to assist students in the development and implementation of energy control programs, including written isolation procedures, training for authorized and affected employees, and periodic inspection of energy control procedures.

### **Hazard Communication (HAZCOM)**

This training provides an overview of the Hazard Communication standard. It covers:

An employee's rights, also known as a worker's right to know, where employees can find information on chemical hazards that exist in the workplace and how to read and understand labels and materials safety data sheets (MSDS) and how employees are to respond in the event of chemical-related emergencies.

### **Respiratory Protection**

Provides training on establishing, maintaining, and monitoring a respirator program following the requirements of 29 CFR 1910.134. Topics include the technical aspects for the proper selection and use of respiratory protection, compliance evaluation, fit testing demonstration, respirator maintenance and care.

### **Respirator Fit Testing**

We come to you. Our patented Quantifit is accepted by OSHA for use in all types of quantitative fit test programs. With a patented

fit testing technique known as controlled negative pressure, our Quantifit offers test results that are more reliable than those obtained with any other method of fit testing currently available, including qualitative methods and particle counting devices. You organization will appreciate our easy-to-conduct tests, speedy fit factor calculations, and test protocols that meet OSHA standards.

### **Emergency Response**

This course provides students with an overview of the requirements of 29 CFR 1910.120 (g) for Emergency Responders (Spill Response Teams, Hazmat Teams, Fire Fighters, EMS, FEMA personnel or Policeman) who respond to chemical spills. Topics include levels of releases, emergency response plan, environmental spill response, incident command system, toxicology, chemical awareness, monitoring, personal protective equipment, safety, site control, types of decontamination, emergency spill containment procedures.

### **Hazardous Waste Operations & Emergency Response (HAZWOPER)**

This course provides students with an overview of the requirements of 29 CFR 1910.120 for occupational health and safety workers who respond to hazardous waste and chemical spills. Topics include toxicology, chemical awareness, monitoring, personal protective equipment, safety, confined space entry, incident command, site control, medical surveillance, decontamination, safe work practices and emergency procedures.

### **HAZWOPER Recertification**

This course provides students with eight hours of refresher training requirements of 29 CFR 1910.120(e) (8) for occupational health and safety workers who respond to hazardous waste and chemical spills. Topics include toxicology, chemical awareness, monitoring, personal protective equipment, safety, confined space entry, incident command, site control, medical surveillance, decontamination, safe work practices and emergency procedures. Training also may include any critique of incidents that have occurred in the past year that can serve as training examples of related work, and other relevant topics.

### **International Air Transport Association (IATA) Dangerous Goods Regulations (DGR)**

This course provides a detailed review and familiarization of how to prepare dangerous goods for commercial airlift in accordance with the IATA Dangerous Goods Regulation. Topics include identifying the dangerous goods that can be transported on a commercial aircraft, identify the different restrictions and variations for air carriers and host nations, preparing shipping documents, selecting appropriate containment devices and recognizing their immediate limitations, and selecting the correct markings and labels that are used to communicate the hazard(s) of the items.

### **DOT Hazmat Employee Training/Familiarization**

This course provides a detailed study of the U.S. Department of Transportation (DOT) regulations. Topics include identifying regulated materials; preparing shipping papers, inspection of

# Other Educational Opportunities

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packaging and label determination. Emphasis will be placed on interpretation of regulations used in the transportation and storage of hazardous materials.

## **NIMS/Basic Incident Command System (ICS)**

This course is designed to train students in the basic levels of the Federal Emergency Management Agency (FEMA) Incident Command System (ICS) and the National Incident Management System (NIMS). Students will manage resources and personnel for incidents ranging from ceremonies to natural disasters. The course instruction will follow and meet the guidelines established by the (FEMA) courses IS100, IS200, and IS700

## **Advanced Incident Command System (ICS)**

This course is designed to train students in the intermediate and advanced levels of the Federal Emergency Management Agency (FEMA) Incident Command System (ICS) and the Emergency Operations Center (EOC) Interface. Students will manage resources and personnel for level 3 and 4 incidents. The course instruction will follow and meet the guidelines established by the (FEMA) courses IS/G 300, IS/G 400, and IS191.

## **Animal Disease Response Training**

This training focuses on best practices and safety issues associated with an agriculture emergency. Students will learn the importance of preparing for a potential outbreak and be trained on the concepts of Biosecurity, Quarantine, Personal protective equipment, euthanasia, disposal, cleaning, and disinfection. Targeted students include but are not limited to; agriculture producers and workers, law enforcement, Firefighters, Veterinarian and animal health care providers, emergency medical services personnel, emergency management, public health officials, public works personnel, and elected officials.

## **Forklift Operator Safety Training**

Designed for fork lift operators, the course teaches safety guidelines including OSHA Safety Regulations related to safe fork lift operation. Training will include general handling as well as specific requirements and characteristics of the industrial truck(s) to be operated

## ■ **MILITARY ON-SITE TRAINING (MOST)**

<http://militaryonsitetraining.org>

The Military On-site Training Program provides US Active, Guard, and Reserve Military forces with cost-effective and flexible skill-based training anytime anywhere. MOST is designed to significantly reduce a military unit's associated cost of deploying numbers of personnel to distant training facilities across the nation. We bring the training to the unit. Instruction can be customized to meet the specific needs of each command. Barton's instructor cadre consists of dedicated subject area experts with extensive military backgrounds, bringing real-world experience to the classroom. Contact us at (785) 238-8550 to schedule the following:

## **Department Of Transportation (DOT) Course**

Provides students with a detailed study of U.S. Department of Transportation (DOT) regulations. Topics include identifying regu-

lated materials, preparing shipping papers, inspection of packaging and label determination.

## **Ammunition Handler Course**

Provides performance oriented training on receipt, accountability, transport and safety for live ammunition and related residue.

## **Bus Driver Training Course**

Trains and licenses personnel to operate a military bus while complying with federal, state and applicable installation regulations and observing safety procedures governing passenger carrying vehicles.

## **Combat Lifesaver Course**

Trains non-medical soldiers to provide immediate lifesaving measures beyond the level of self-aid or buddy-aid to wounded soldiers on the battle field in forward battle areas.

## **Combat Lifesaver Recertification/Sustainment Course**

Provides sustainment training and required annual re-certification for unit Combat Lifesavers.

## **Digital Training Management System (DTMS)**

This course provides training managers at the company, battalion, and brigade levels with hands-on instruction in the functional operation of the Digital Management System (DTMS). Instruction covers basic systems access including unit training management, enrollment, Battle roster analysis, ad-hoc and status reporting, seat allocations, soldier and organizational participation tracking, class scheduling, real time event and resource management, tracking new equipment training as well as sustainment training.

## **Field Sanitation Team Training Course**

Provides formal training to unit level Field Sanitation members. Installation specific regulations and practices are used IAW local regulations.

## **Fuel Handler's Course**

Provides performance oriented training on administrative and technical tasks required of a Petroleum Fuel Handler. Installation specific regulations and practices are used IAW AR 710-2 and DA PAM 710-2-1.

## **Hazardous Waste Operations And Emergency Response (HAZWOPER)**

This course provides students with hands-on experience in responding to chemical incidents specifically toxic industrial chemicals and materials (TICs/TIMs) that can be deployed as weapons. Course also meets 29CFR 1910.120 requirements for OSHA HAZWOPER 40 hour training.

## **Recertification For Hazardous Waste Operations And Emergency Response (HAZWOPER)**

This course provides students with refresher training in responding to chemical incidents specifically toxic industrial chemicals and materials (TICs/TIMs). Topics include sampling and monitoring, personal protective equipment, decontamination, and emergency procedures. Course meets refresher training requirements of

29CFR 1910.120 (e) (8), OSHA HAZWOPER.

#### **Miles Course**

Trains personnel in installation, troubleshooting, and warehouse issue and turn-in procedures.

#### **CRBN Officer/NCO Course**

This course prepares students to function as unit NBC Defense Officers/NCOs. Topics include chemical, biological and nuclear defense organization and training requirements; chemical agents-physiological effects, protective measures and first aid; biological agents- physiological and physical effects, field behavior and first aid; protective measures and effects of nuclear weapons (blast, heat, initial and residual radiation, and electro-magnetic pulse), protective measure, yield estimation, fallout prediction and operational aspects of radiation; NBC reports, maintenance and use of chemical, biological, nuclear, and radiological defense equipment and material; individual and collective protection; decontamination; and Smoke Pot requirements and effects of weather and terrain on smoke.

#### **Physical Readiness Training Leaders Course (PRTL)**

The CTF is a 5-day course that teaches Physical Readiness Training leaders (Officers and NCOs) how to precisely lead the activities in the toughening phase of physical readiness. Students will learn how PRT relates to Battle Focused Training, how to conduct a PRT session, and how to plan, schedule and conduct unit PRT to maximize performance with minimal injuries.

#### **Power Generator Operator Course**

Trains students in the fundamentals required to install operate and maintain a generator set.

#### **Standard Army Maintenance System-Enhanced (SAMS-E) Manager**

Provides performance-oriented training to non-motor pool personnel to manage a motor pool. Instruction will cover HAZMAT, AMSS, Reports and Manager's Checklists. The Standard Army Maintenance System (SAMS-E) consists of a collection of applications that provide Army users and logistics personnel easy access to day-to-day weapon systems and sub-component readiness status, maintenance and repair parts information, and facilitate their associated management functions.

#### **Standard Army Maintenance System-Enhanced (SAMS-E) Operator**

Provides sustainment training in duties and responsibilities of a SAMS-E Operator. This course combines all aspects of TAMMS/PLL through the use of the SAMS-E system. Using demonstration and practical exercises, students learn the theory and application of automated tasks.

#### **Unit Armorer Course**

Provides sustainment training to enlisted personnel in the operation and management of the unit arms room, maintenance of weapons, required forms and reports, and physical security IAW AR 190-11.

#### **Unit Armorer Supervisors Course**

Provides training to supervisors oriented in organizational main-

tenance of small arms. This includes inspection, disassembly, assembly, required operator/organizational maintenance, ordering of parts, maintaining PLL for small arms (SARP), and turn-in procedures for direct support maintenance. This course also includes physical security and proper physical security inspections conducted by your PMO.

#### **Unit Supply Enhanced (PBUSE) Clerk Course**

This operator level course provides initial and job enhancement training to unit supply clerks in the Unit Supply Enhanced (USE) automated supply procedures and policies. PBUSE -Unit level training includes, but is not limited to system security; unit parameters; system utilities; supply request processes; unit load management; automated hand receipts; automated component listings; data replications and synchronizations; operation modes, stand-alone or enterprise; and multimedia training.

#### **Property Book Unit Supply Enhanced (PBUSE) Unit Supervisor Course**

Familiarizes mid-level managers with PBUSE at the Unit level and the reports produced by the system. Training includes system security, unit parameters, supply request processes, unit load management, automated hand receipts, automated component listings, data replications and synchronizations, operation modes, systems administrative processes, systems inquiries, code table files, catalog files, establishing authorizations, editing reports and listings, performing accountability transactions, and hand receipt maintenance.

#### **Master Driver Course**

This course provides an overview of the procedures used by Commanders to control and account for training, testing, evaluating, and licensing vehicle and equipment operators. Theory and application of both manual and automated tasks are presented through the use of practical exercises.

#### **Instructor Training**

This course is for students preparing to facilitate or conduct training in a formal setting. The course provides students with the skills necessary to evaluate training, preparation of lesson plans, multimedia presentations, hands-on and lecture techniques, as well as written assessments of learning objectives

#### **Maintenance Managers Course**

This course familiarizes all levels of Maintenance Supervisors in the basic knowledge and skills for Motor Pool Operations and management. Instruction includes training in duties, responsibilities and procedures to conduct and manage a maintenance program, use of the automated Standard Army Maintenance System-Enhanced (SAMS1-E) program, shop operations, tool room procedures, supply and safety procedures and exchange pricing.

#### **Transportation Coordinators'-Automated Information for Movements System II (TC-AIMS II)**

This course provides sustainment training on deployment and transportation systems which automate the processes of planning, organizing, coordinating and controlling deployment and sustainment activities.

# Other Educational Opportunities

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## ■ UNIVERSITY PARTNERSHIPS AND LOCAL OPPORTUNITIES

### AMERICAN INSTITUTE OF BAKING

**Type of classes:** Online and on-site

**Contact Information:**

Ken Embers, Manager of Career Development  
International Student Advisor and Financial Assistance Officer  
1213 Bakers Way  
P.O. Box 3999  
Manhattan, KS 66505-3999  
(785) 537-4750 or 800-633-5137  
[www.aibonline.org](http://www.aibonline.org)

### FORT HAYS STATE UNIVERSITY

**Type of classes:** Online, audiotape, CD-ROM, Independent Study, videotape, TELENET 2, and ITV (interactive television)

**Contact Information:**

600 Park Street  
Hays, KS 67601  
800-628-FHSU  
[www.fhsu.edu/virtual\\_college](http://www.fhsu.edu/virtual_college)

### FRANKLIN UNIVERSITY

**Type of classes:** Online

**Contact Information:**

Bill Chan  
888-341-6237  
[www.alliance.franklin.edu](http://www.alliance.franklin.edu)

### FRIENDS UNIVERSITY

**Type of classes:** On-site in Great Bend

**Contact Information:**

2100 West University Ave.  
Wichita, KS 67213  
800-794-6945  
[www.friends.edu](http://www.friends.edu)

### KANSAS STATE UNIVERSITY

**Type of classes:** predominately online, but may be a combination of online, e-mail, video, listservs/message boards, and guided study depending on the program.

**Contact Information:**

Jennifer Pfortmiller  
Barton Community College  
Science Building Room #106  
(620) 786-1188  
[jdunn@ksu.edu](mailto:jdunn@ksu.edu)  
[www.dce.k-state.edu/affiliations/barton/](http://www.dce.k-state.edu/affiliations/barton/)

### KANSAS WESLEYAN UNIVERSITY

**Contact Information:**

100 East Claflin Ave  
Salina, KS 67401  
800-874-1154  
[www.kwu.edu](http://www.kwu.edu)

### KAPLAN UNIVERSITY

**Contact Information:**

550 W. Van Buren  
Chicago, IL 60607  
866-397-9456  
[www.cc.kaplan.edu](http://www.cc.kaplan.edu)

### NEWMAN UNIVERSITY

**Contact Information:**

239 San Jose  
Dodge City, KS 67801  
(620) 227-9616  
[www.newmanu.edu](http://www.newmanu.edu)

### NORTH CAROLINA STATE UNIVERSITY COLLEGE OF EDUCATION

**Contact Information:**

208 Poe Hall, 2310 Stinson Drive  
Campus Box 7801  
Raleigh, NC 27695-7801  
(919) 515-5517

### OTTAWA UNIVERSITY

**Type of classes:** On Campus and Online

**Contact Information:**

1001 South Cedar Street  
Ottawa, KS 660067  
800-755-5200  
[www.ottawa.edu](http://www.ottawa.edu)

### PARK UNIVERSITY

**Contact Information:**

8700 NW River Park Drive  
Parkville, MO 64152  
800-745-7275  
[www.park.edu](http://www.park.edu)

### SOUTHWESTERN UNIVERSITY

**Types of classes:** Sites in Wichita, Winfield, Fort Riley, Junction City and Online

**Contact Information:**

Southwestern College  
888-684-5335  
[www.southwesterncollege.org](http://www.southwesterncollege.org)

### UPPER IOWA UNIVERSITY

**Contact Information:**

UIU Fort Riley  
Bldg 215, Custer Avenue  
Fort Riley, KS 66442  
784-5225  
[friley@uiu.edu](mailto:friley@uiu.edu)  
[www.uiu.edu/locations/militarycenters/fortriley.html](http://www.uiu.edu/locations/militarycenters/fortriley.html)

*All phone numbers have a 620 area code unless otherwise indicated.  
On-campus extensions are the last 3 digits of the phone number.*

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### **UPPER IOWA UNIVERSITY**

#### **Contact Information:**

Sara Weichman, Transfer Advisor Coordinator  
Upper Iowa University  
3563 University Avenue  
Waterloo, IA 50701  
(319) 232-6980  
weichmans@uiu.edu; [www.uiu.edu/transfer/bartoncounty](http://www.uiu.edu/transfer/bartoncounty)

### **WASHBURN UNIVERSITY**

**Type of classes:** video conferencing, the Internet, CD-ROM, printed and online course materials and textbooks, and videotapes

#### Contact Information:

Janet Groundwater  
800-332-0291  
janet.groundwater@washburn.edu  
[www.washburn.edu/PLAN](http://www.washburn.edu/PLAN)

### **■ K-STATE AT BARTON**

The Kansas State University Wildcats and the Barton Community College Cougars have joined together to form a K-State at Barton partnership.

The Cats  
and Cougars  
are working



together to provide high quality, full service educational opportunities to people in Central Kansas.

The K-State at Barton Partnership brings education closer by:

- Offering distance education courses, bachelor's degree and master's degree programs to Central Kansas
- Developing 2+2 partnerships between Barton and K-State
- Assisting current Barton students with admission to Kansas State University
- Providing area residents with opportunities for certification and degree completion as well as professional development

For more information, contact Jennifer Pfortmiller at (620) 786-1188 or [bartondce@ksu.edu](mailto:bartondce@ksu.edu), or visit the K-State at Barton website at [www.dce.k-state.edu/affiliations/barton](http://www.dce.k-state.edu/affiliations/barton)