

## OVERVIEW

### Programs and Curricula

Barton Community College offers a comprehensive curriculum that includes general education coursework and career technical education that results in certificates and degrees for both completion and transfer. The College's goal is to provide high quality education and training regardless of the student's program of study. Experienced advisors assist students to 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 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 and/or transfer to a university. The subject matter is relevant to the real world, promoting technical and essential skills development. Many of Barton's programs serve as a career pathway link from secondary to postsecondary education.

Career technical education also assists individuals already in the workplace, providing training options that enhance current workplace skills, while supporting potential career advancement or transitional careers.

Barton develops and updates its programs in collaboration with advisory committees comprised of industry representatives. These representatives share information that ensures curriculum which mirrors the expectations of employers. Many programs offer student 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 advisors available 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 whole person with a variety of learning experiences that prepares them for a well-rounded life.



### Associate Degree Programs

The associate degree is a nationally recognized degree awarded upon the successful completion of a minimum of 60 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.

# Programs of Study

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## 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.

**Studio 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 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 from Barton Community College. Students who remain continuously enrolled from time of entry to application for graduation will be held to the catalog requirements in effect when they declare their program of study, unless a later catalog is adopted. “Continuous enrollment” refers to annual Fall and Spring semester enrollment (or equivalent) in a minimum of at least one credit bearing course per semester. Should a student’s enrollment be interrupted, they will be held to the guidelines

and requirements of the catalog of record at the time of program re-entry.

This guideline does not apply to students with documented leave of absence justification or members of the military involved in deployment operations. Changes to prerequisites and/or curriculum which occur for purposes beyond graduation – e.g. regulatory and legislative updates, third party accreditation or other certification bodies requirements, increased skill demand from industry, employment or transfer requirement changes, or recommended and/or mandated changes from the Kansas Board of Regents or other such entities are not subject to these catalog requirements.

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**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, unless specific general education courses are required by the student’s program of study:

- Written and Oral Communication**
- Mathematical Reasoning**
- Technological Skills**
- Global Issues and Diversity**
- Arts and Humanities**
- Social Sciences**
- Mathematics and Pure Science**
- Personal Well-Being**

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

**MINIMUM 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 60 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 from Barton Community College. Students who remain continuously enrolled from time of entry to application for graduation will be held to the catalog requirements in effect when they declare their program of study, unless a later catalog is adopted. "Continuous enrollment" refers to annual Fall and Spring semester enrollment (or equivalent) in a minimum of at least one credit bearing course per semester. Should a student's enrollment be interrupted, they will be held to the guidelines and requirements of the

catalog of record at the time of program re-entry.

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

#### FOUNDATION COURSES

#### 18 credit hours total Distribution Requirements

##### Written and Oral Communication: 9 credit hours

- ENGL 1204 English Composition I OR
- ENGL 1209 English Composition I with Review
- ENGL 1206 English Composition II
- COMM 1200 Interpersonal Communication OR
- COMM 1230 Public Speaking

##### Mathematical Reasoning: 3 credit hours

##### Technological Skills: 3 credit hours

##### Global Issues and Diversity: 3 credit hours

#### INTRODUCTORY COURSES

#### 24 credit hours

##### Arts and Humanities

##### Social Sciences

##### Mathematics and Pure Science: one lab science required

##### Personal Well-Being: restricted to two credits in PHED or HLTH

#### TOTAL GENERAL EDUCATION REQUIREMENTS

#### 42 credit hours

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

#### 60 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

# Programs of Study

## 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 from Barton Community College. Students who remain continuously enrolled from time of entry to application for graduation will be held to the catalog requirements in effect when they declare their program of study, unless a later catalog is adopted. "Continuous enrollment" refers to annual Fall and Spring semester enrollment (or equivalent) in a minimum of at least one credit bearing course per semester. Should a student's enrollment be interrupted, they will be held

to the guidelines and requirements of the catalog of record at the time of program re-entry.

This guideline does not apply to students with documented leave of absence justification or members of the military involved in deployment operations. Changes to prerequisites and/or curriculum which occur for purposes beyond graduation – e.g. regulatory and legislative updates, third party accreditation or other certification bodies requirements, increased skill demand from industry, employment or transfer requirement changes, or recommended and/or mandated changes from the Kansas Board of Regents or other such entities are not subject to these catalog requirements.

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

#### FOUNDATION COURSES

**Written and Oral Communication:** 9 credit hours

ENGL 1204 English Composition I OR

ENGL 1209 English Composition I with Review

ENGL 1206 English Composition II

COMM 1200 Interpersonal Communication OR

COMM 1230 Public Speaking

**Mathematical Reasoning:** 3 credit hours

**Technological Skills:** 3 credit hours

**Global Issues and Diversity:** 3 credit hours

**18 credit hours total Distribution Requirements**

#### INTRODUCTORY COURSES

**Arts and Humanities**

**Social Sciences**

**Mathematics and Pure Science:** one lab science required

**Personal Well-Being:** restricted to two credits in PHED or HLTH

**24 credit hours**

#### TOTAL GENERAL EDUCATION REQUIREMENTS

**42 credit hours**

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

**60 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)

## 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 over all "C." To be eligible for graduation, the student must have completed at least fifteen (15) credit hours from Barton Community College. Students who remain continuously enrolled from time of entry to application for graduation will be held to the catalog requirements in effect when they declare their program of study, unless a later catalog is adopted. "Continuous enrollment" refers to annual Fall and Spring semester enrollment (or equivalent) in a minimum of at least one credit bearing course per semester. Should a student's enrollment be interrupted, they will be held

to the guidelines and requirements of the catalog of record at the time of program re-entry.

This guideline does not apply to students with documented leave of absence justification or members of the military involved in deployment operations. Changes to prerequisites and/or curriculum which occur for purposes beyond graduation – e.g. regulatory and legislative updates, third party accreditation or other certification bodies requirements, increased skill demand from industry, employment or transfer requirement changes, or recommended and/or mandated changes from the Kansas Board of Regents or other such entities are not subject to these catalog requirements.

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

#### FOUNDATION COURSES

**15 credit hours total**

##### Distribution Requirements:

##### Written and Oral Communication: 6 hours

ENGL 1204 English Composition I OR  
ENGL 1205 Technical and Report Writing OR  
ENGL 1209 English Composition I with Review  
COMM 1200 Interpersonal Communication  
COMM 1230 Public Speaking

##### Mathematical Reasoning

##### Technological Skills

**Global Issues and Diversity:** a introductory course could satisfy this requirement

#### INTRODUCTORY COURSES

**24 credit hours**

##### Arts and Humanities

##### Social Sciences

**Mathematics and Pure Science: non-laboratory science can satisfy.**

**Personal Well-Being: restricted to two credits in PHED or HLTH**

#### TOTAL GENERAL EDUCATION REQUIREMENTS:

**39 credit hours**

#### TOTAL REQUIREMENTS FOR ASSOCIATE IN GENERAL STUDIES DEGREE:

**60 credit hours**

# Programs of Study

## 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.

## Approved Courses Matrix

| <b>Zone/Sector 1B: Mathematical Reasoning</b> |  |          |            |
|---|--|----------|------------|
| MATH 1806                                     | Technical Mathematics                                | 3        | AGS or AAS |
| MATH 1819                                     | Business Mathematics                                 | 3        | AGS or AAS |
| MATH 1823                                     | Mathematics for Liberal Arts                         | 3        | AGS or AA  |
| MATH 1824                                     | Intermediate Algebra                                 | 3        | AGS        |
| MATH 1826                                     | College Algebra with Review                          | 5        |            |
| MATH 1828                                     | College Algebra                                      | 3        |            |
| STAT 1829 with<br>STAT 1827                   | Elements of Statistics<br>Elements of Statistics Lab | 3<br>0-1 |            |
| STAT 1840                                     | Business & Economic Stats I                          | 3        |            |
| BUSI 1609 with<br>BUSI 1610                   | Business Statistics<br>Business Statistics Lab       | 3<br>0-1 |            |

| <b>Zone/Sector 1C: Technological Skills</b> |  |  |   |
|---|--|--|---|
| BSTC 1036                                   | Computer Concepts and Applications       |  | 3 |
| EDUC 1142                                   | Introduction to Instructional Technology |  | 3 |
| PRGM 1007                                   | Foundation of Computer Science           |  | 3 |

| <b>Zone/Sector 1D: Global Issues and Diversity</b> |   |  |          |
|--|---|--|----------|
| AGRI 1100  | Agriculture in our Society                                |  | 3        |
| ANTH 1816  | Cultural Anthropology                                     |  | 3        |
| ANTH 1823  | Linguistic Anthropology                                   |  | 3        |
| COMM 1700<br>JOUR 1700                             | Introduction to Mass Media                                |  | 3        |
| HIST 1409  | History and Philosophy of Western Culture to 1500         |  | 3        |
| HIST 1411  | History and Philosophy of Western Culture 1500 to Present |  | 3        |
| HIST 1416  | American Military History                                 |  | 3        |
| HIST 1425  | Women & the American Experience                           |  | 3        |
| LIFE 1413<br>(with LIFE 1414)                      | Environmental Science<br>(with Environmental Science Lab) |  | 3<br>(2) |
| POLS 1801  | Introduction to Political Science                         |  | 3        |
| POLS 1804  | International Relations                                   |  | 3        |
| POLS 1810  | The Middle East in Modern Times                           |  | 3        |
| RELI 1311  | World Religions   |  | 3        |
| SOCI 1100  | Introduction to Sociology                                 |  | 3        |
| SOCI 1129  | Cross Cultural Awareness                                  |  | 3        |

# Programs of Study

| <b>Zone/Sector 2A: Arts and Humanities</b> |   |   |
|--|---|---|
| ARTS 1200                                  | Art Appreciation  | 3 |
| ARTS 1201                                  | Art History Survey I                                      | 3 |
| ARTS 1203                                  | Art History Survey II                                     | 3 |
| ARTS 1209                                  | Watercolor Painting I                                     | 3 |
| ARTS 1210                                  | Painting I  | 3 |
| ARTS 1234                                  | Photography I   | 3 |
| COMM 1200                                  | Interpersonal Communication                               | 3 |
| COMM 1210                                  | Oral Interpretation                                       | 3 |
| COMM 1212                                  | Fundamentals of Debate                                    | 3 |
| COMM 1230                                  | Public Speaking   | 3 |
| COMM 1232                                  | Competitive Forensics                                     | 1 |
| COMM 1234                                  | Persuasion  | 3 |
| COMM 1235<br>EDUC 1102                     | Storytelling  | 3 |
| COMM 1704<br>JOUR 1704                     | Beginning Reporting                                       | 3 |
| COMM 1705<br>JOUR 1705                     | Advanced Reporting  | 3 |
| DANC 1040                                  | History of Dance I  | 3 |
| EDUC 1136                                  | Children's Literature                                     | 3 |
| EDUC 1163                                  | American Sign Language                                    | 3 |
| HIST 1400                                  | American History to 1877                                  | 3 |
| HIST 1401                                  | American History to 1865                                  | 3 |
| HIST 1402                                  | American History 1877 to Present                          | 3 |
| HIST 1403                                  | American History 1865 to Present                          | 3 |
| HIST 1404                                  | American West   | 3 |
| HIST 1406                                  | History of Kansas   | 3 |
| HIST 1408                                  | Western Civilization to 1500                              | 3 |
| HIST 1409                                  | History and Philosophy of Western Culture to 1500         | 3 |
| HIST 1410                                  | Western Civilization 1500 – Present                       | 3 |
| HIST 1411                                  | History and Philosophy of Western Culture 1500 to Present | 3 |
| HIST 1416                                  | American Military History                                 | 3 |
| HIST 1460                                  | Military History – American Revolution                    | 3 |
| HIST 1461                                  | Military History – American Civil War                     | 3 |
| HIST 1462                                  | Military History – First World War                        | 3 |
| HIST 1463                                  | Military History – Second World War                       | 3 |
| HIST 1465                                  | Military History – Vietnam War                            | 3 |
| JOUR 1701                                  | Journalism I  | 3 |
| JOUR 1711                                  | Journalism II   | 3 |
| LANG 1900                                  | Elementary German I                                       | 5 |
| LANG 1901                                  | Conversational German I                                   | 3 |
| LANG 1902                                  | Elementary German II                                      | 5 |
| LANG 1908                                  | Elementary Spanish I                                      | 5 |
| LANG 1909                                  | Conversational Spanish I                                  | 3 |
| LANG 1910                                  | Elementary Spanish II                                     | 5 |

# Programs of Study

|           |                               |   |
|-----------|-------------------------------|---|
| LANG 1914 | Elementary French I           | 5 |
| LANG 1915 | Conversational French I       | 3 |
| LANG 1916 | Elementary French II          | 5 |
| LANG 1933 | Spanish for the Workplace     | 2 |
| LITR 1210 | Introduction to Literature    | 3 |
| LITR 1215 | World Literature              | 3 |
| LITR 1216 | American Literature I         | 3 |
| MUSI 1002 | Intro to Music                | 3 |
| PHIL 1602 | Introduction to Philosophy    | 3 |
| PHIL 1604 | Systematic Ethics             | 3 |
| PHIL 1605 | Reason and Argument           | 3 |
| RELI 1311 | World Religions               | 3 |
| THEA 1300 | Introduction to Theatre       | 3 |
| THEA 1301 | Dir Independent Study Theatre | 3 |
| THEA 1310 | Stagecraft                    | 3 |
| THEA 1315 | Introduction to Film          | 3 |
| THEA 1330 | Intro to Film                 | 3 |

| <b>Zone/Sector 2B: Social Sciences</b> |                                     |   |
|--|-------------------------------------|---|
| AGRI 1100                              | Agriculture in our Society          | 3 |
| AGRI 1116                              | Principles of Agriculture Economics | 3 |
| ANTH 1816                              | Cultural Anthropology               | 3 |
| ANTH 1823                              | Linguistic Anthropology             | 3 |
| COMM 1700<br>JOUR 1700                 | Introduction to Mass Media          | 3 |
| ECON 1610                              | Principles of Macroeconomics        | 3 |
| ECON 1612                              | Principles of Microeconomics        | 3 |
| GEOG 1819                              | World and Regional Geography        | 3 |
| HIST 1425                              | Women and the American Experience   | 3 |
| LEAD 1000                              | Introduction to Leadership Concepts | 3 |
| PHED 1256                              | Psychology of Sport                 | 3 |
| POLS 1800                              | Government of the United States     | 3 |
| POLS 1801                              | Introduction to Political Science   | 3 |
| POLS 1802                              | New Politics                        | 3 |
| POLS 1804                              | International Relations             | 3 |
| PSYC 1000                              | General Psychology                  | 3 |
| PSYC 1006                              | Abnormal Psychology                 | 3 |
| PSYC 1012                              | Introduction to Counseling          | 3 |
| PSYC 1014                              | Developmental Psychology            | 3 |
| PSYC 1016                              | Social Psychology                   | 3 |
| PSYC 1130                              | Death and Dying                     | 3 |
| SOCI 1100                              | Introduction to Sociology           | 3 |
| SOCI 1102                              | Marriage and Family                 | 3 |
| SOCI 1104                              | Contemporary Social Problems        | 3 |
| SOCI 1106                              | Introduction to Social Work         | 3 |
| SOCI 1110                              | Juvenile Delinquency and Justice    | 3 |



# Programs of Study

|           |                          |   |
|-----------|--------------------------|---|
| SOCI 1114 | Human Sexuality          | 3 |
| SOCI 1129 | Cross-Cultural Awareness | 3 |
| SOCI 1145 | Parenting                | 3 |

| <b>Zone/Sector 2C: Mathematics and Pure Science</b> |  |          |     |
|---|--|----------|-----|
| AGRI 1114   | Plant Science  | 5        |     |
| AGRI 1150   | Economic Entomology                                  | 4        |     |
| BUSI 1609 with<br>BUSI 1610                         | Business Statistics<br>Business Statistics Lab       | 3<br>0-1 |     |
| CHEM 1802   | Fundamentals of General Chem                         | 5        |     |
| CHEM 1804   | Elementary Organic Chemistry                         | 5        |     |
| CHEM 1806   | College Chemistry I                                  | 5        |     |
| CHEM 1808   | College Chemistry II                                 | 5        |     |
| CHEM 1814   | Organic Chemistry I                                  | 5        |     |
| CHEM 1816   | Organic Chemistry II                                 | 5        |     |
| LIFE 1402   | Principles of Biology                                | 5        |     |
| LIFE 1406   | Principles of Botany                                 | 5        |     |
| LIFE 1407   | Anatomy and Physiology I                             | 4        |     |
| LIFE 1408   | Anatomy and Physiology                               | 5        |     |
| LIFE 1409   | Anatomy and Physiology II                            | 4        |     |
| LIFE 1410   | Principles of Zoology                                | 5        |     |
| LIFE 1411   | Anatomy and Physiology for the Pre-Hospital Provider | 4        | AAS |
| LIFE 1412   | Principles of Microbiology                           | 5        |     |
| LIFE 1413   | Environmental Science                                | 3        |     |
| LIFE 1414   | Environmental Science Lab                            | 2        |     |
| MATH 1830   | Trigonometry   | 3        |     |
| MATH 1831   | Business Calculus                                    | 3        |     |
| MATH 1832   | Analytic Geometry and Calculus I                     | 5        |     |
| MATH 1833   | Linear Algebra                                       | 3        |     |
| MATH 1834   | Analytic Geometry and Calculus II                    | 5        |     |
| MATH 1836   | Analytic Geometry and Calculus III                   | 3        |     |
| MATH 1840   | Introduction to Contemporary Mathematics             | 3        |     |
| MATH 1853   | Math for the Pre Hospital Provider                   | 3        | AAS |
| PHSC 1400   | Physical Science                                     | 5        |     |
| PHSC 1402   | Introduction to Geology                              | 3        |     |
| PHSC 1404   | Physical Geography                                   | 3        |     |
| PHSC 1405   | Physical Geography Lab                               | 1        |     |
| PHSC 1408   | Astronomy  | 3        |     |
| PHYS 1600   | Physics I  | 5        |     |
| PHYS 1602   | Physics II   | 5        |     |
| PHYS 1604   | Engineering Physics I                                | 5        |     |
| PHYS 1606   | Engineering Physics II                               | 5        |     |
| STAT 1845   | Business and Economic Statistics II                  | 3        |     |

# Programs of Study

| <b>Zone/Sector 2D: Personal Well-Being</b> |                                       |             |
|--|---------------------------------------|-------------|
| AGRI 1155                                  | Agriculture Orientation               | 2           |
| ARTS 1206                                  | Directed Independent Study Art        | 3           |
| DANC 1001                                  | Performance with Barton Dance Theatre | 2           |
| DANC 1020                                  | Modern Dance I                        | 2           |
| DANC 1030                                  | Modern Dance II                       | 2           |
| DANC 1035                                  | Ballet I                              | 2           |
| DANC 1100                                  | Jazz Dance I                          | 2           |
| ECON 1615                                  | Personal Finance                      | 3           |
| EDUC 1103                                  | Student Success                       | 3           |
| EDUC 1105                                  | Barton Playbook                       | 1           |
| ENGL 1216                                  | Creative Writing                      | 3           |
| GRPH 1065                                  | Digital Video Editing                 | 3           |
| HLTH 1247                                  | Lifetime Fitness and Wellness         | 2           |
| HLTH 1248                                  | Personal and Community Health         | 3           |
| HOME 1501                                  | Basic Nutrition                       | 3           |
| MUSI 1000                                  | Beginning Guitar                      | 0.5 to 1    |
| MUSI 1001                                  | Independent Study in Piano            | 1           |
| MUSI 1004                                  | Intermediate Guitar                   | 1           |
| MUSI 1005                                  | Instrumental Ensemble                 | 1           |
| MUSI 1006                                  | Community College Orchestra           | 1 to 2      |
| MUSI 1007                                  | Pep Band                              | 1           |
| MUSI 1008                                  | Band                                  | 1 to 2      |
| MUSI 1009                                  | Jazz Ensemble                         | 1 to 2      |
| MUSI 1010                                  | Choir                                 | 1 to 2      |
| MUSI 1014                                  | Vocal Ensemble                        | 1 to 2      |
| MUSI 1038<br>MUSI 1039                     | Private Voice<br>Voice Lab            | 1 to 5<br>0 |
| MUSI 1040                                  | Class Voice                           | 0 to 1      |
| MUSI 1042                                  | Class Piano A                         | 1 to 2      |
| MUSI 1043                                  | Adult Beginning Piano                 | 2           |
| MUSI 1044                                  | Class Piano B                         | 1 to 2      |
| MUSI 1045                                  | Adult Intermediate Piano              | 2           |
| MUSI 1046                                  | Class Piano C                         | 1 to 2      |
| MUSI 1048                                  | Class Piano D                         | 1 to 2      |
| MUSI 1049                                  | Applied Piano Adult                   | 1 to 2      |
| MUSI 1051                                  | Applied Piano                         | 1 to 5      |
| MUSI 1052                                  | Organ                                 | 1 to 5      |
| MUSI 1054                                  | Applied Music Individual – Flute      | 1 to 2      |
| MUSI 1056                                  | Applied Music Individual – Clarinet   | 1 to 2      |
| MUSI 1058                                  | Applied Music Individual – Oboe       | 1 to 2      |
| MUSI 1059                                  | Applied Music Individual – Bass       | 1 to 2      |
| MUSI 1060                                  | Applied Music Individual – Bassoon    | 1 to 2      |
| MUSI 1061                                  | Applied Music Individual – Violin     | 1 to 2      |
| MUSI 1062                                  | Applied Music Individual – Percussion | 1 to 2      |
| MUSI 1063                                  | Applied Music Individual – Viola      | 1 to 2      |

# Programs of Study

|           |   |        |
|-----------|---|--------|
| MUSI 1064 | Applied Music Individual – Trumpet                | 1 to 2 |
| MUSI 1065 | Applied Music Individual – Cello                  | 1 to 2 |
| MUSI 1066 | Applied Music Individual – French Horn            | 1 to 2 |
| MUSI 1068 | Applied Music Individual – Trombone               | 1 to 2 |
| MUSI 1070 | Applied Music Individual – Tuba                   | 1 to 2 |
| MUSI 1072 | Applied Music Individual – Saxophone              | 1 to 2 |
| MUSI 1074 | Applied Music Individual – Baritone               | 1 to 2 |
| MUSI 1075 | Applied Music Individual – Guitar                 | 1 to 2 |
| MUSI 1076 | Applied Music Individual – Jazz Piano             | 1 to 2 |
| MUSI 1086 | Jazz Improvisation I                              | 1 to 2 |
| NATG 1195 | First Aid & Safety NatGasTech                     | 3      |
| OFTC 1696 | Word Processing Applications                      | 3      |
| OFTC 1697 | Advanced Word Processing Applications             | 3      |
| PHED 1202 | Bowling   | 1      |
| PHED 1204 | Advanced Bowling                                  | 1      |
| PHED 1210 | Beginning Tennis                                  | 1      |
| PHED 1213 | Self Defense                                      | 1      |
| PHED 1214 | Tae Kwon-Do I                                     | 1      |
| PHED 1215 | Tae Kwon-Do II                                    | 1      |
| PHED 1217 | Fitness Thru Activities                           | 1      |
| PHED 1219 | Target Shooting (Rifle-Pistol)                    | 1      |
| PHED 1222 | Beginning Swimming                                | 1      |
| PHED 1224 | Intermediate Swimming                             | 1      |
| PHED 1226 | Lifeguard Training                                | 3      |
| PHED 1229 | Scuba Diving                                      | 3      |
| PHED 1232 | Gymnastics and Tumbling                           | 1      |
| PHED 1234 | Weight Training                                   | 1      |
| PHED 1236 | Advanced Weight Training                          | 1      |
| PHED 1238 | Fundamentals of Physical Fitness (Cardio Version) | 1      |
| PHED 1239 | Modern Dance                                      | 1      |
| PHED 1240 | Ballroom Dancing                                  | 1      |
| PHED 1246 | First Aid and Emergency Care                      | 3      |
| PHED 1280 | Varsity – Basketball (Men)                        | 1      |
| PHED 1281 | Varsity – Basketball (Women)                      | 1      |
| PHED 1282 | Varsity Athletics Baseball                        | 1      |
| PHED 1283 | Varsity Athletics Softball                        | 1      |
| PHED 1285 | Varsity Athletics – Golf (Women)                  | 1      |
| PHED 1286 | Varsity Athletics – Golf (Men)                    | 1      |
| PHED 1287 | Varsity Athletics – Tennis (Men)                  | 1      |
| PHED 1288 | Varsity Athletics – Tennis (Women)                | 1      |
| PHED 1289 | Varsity Swimming (Men)                            | 1      |
| PHED 1290 | Varsity Athletics – Track (Men)                   | 1      |
| PHED 1291 | Varsity Swimming (Women)                          | 1      |
| PHED 1292 | Varsity Athletics – Track (Women)                 | 1      |
| PHED 1293 | Varsity Athletics – Volleyball                    | 1      |

# Programs of Study

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|           |                                     |        |
|-----------|-------------------------------------|--------|
| PHED 1294 | Varsity Athletics Cheerleading      | 1      |
| PHED 1296 | Varsity Athletics – Soccer (Men)    | 1      |
| PHED 1297 | Varsity Athletics – Soccer (Women)  | 1      |
| PHED 1298 | Varsity Athletics – Wrestling (Men) | 1      |
| PHED 1301 | Beginning Modern Dance              | 1      |
| PHED 1313 | Rhythm I                            | 1      |
| PHED 1319 | Yoga                                | 1      |
| PHED 1321 | Physical Fitness I                  | 1      |
| PHED 1322 | Physical Fitness II                 | 1      |
| PHED 1327 | Zumba                               | 1      |
| PHED 1329 | Turbo Kick                          | 1      |
| PHIL 1612 | Academic Integrity                  | 2      |
| PSYC 1027 | Coping with Stress                  | 1 to 3 |
| THEA 1302 | Acting I                            | 3      |
| THEA 1304 | Acting II                           | 3      |
| THEA 1306 | Play Production                     | 3      |
| THEA 1308 | Musical Theatre                     | 1      |
| THEA 1328 | Makeup for the Theatre              | 2      |

# Programs of Study

| DEGREE CODES |  |      |  |
|--------------|--|------|--|
| AA           | Associate in Art - Liberal Studies major     | NDS  | Non-Degree Seeking and not eligible for federal aid              |
| AS           | Associate in Science - Liberal Studies major | SAPP | Stand Alone Program  |
| AGS          | Associate in General Studies                 | *    | Emphasis of Study  |
| AAS          | Associate in Applied Science                 | +    | May be eligible for federal aid under correlating degree program |
| CERT1        | Certificate Program - 16-29 hours            | ++   | Not eligible for federal aid                                     |
| CERT2        | Certificate Program - 30-44 hours            |      |  |
| CERT3        | Certificate Program - 45-59 hours            |      |  |

Online programs may require clinicals, field experience, practicum, internships, etc. for some programs.

| PROGRAMS OF STUDY            | TRANSFER EMPHASIS<br>Designed for students who plan to transfer to a four-year college or university | CAREER PROGRAMS<br>Offers students the option of one or two-year programs designed to provide knowledge and skills, which will prepare them for employment |                          |                          |        | PROGRAMS NOT ELIGIBLE FOR FEDERAL FINANCIAL AID<br>Indicated by X+ under other programs that are ineligible | ONLINE PROGRAM<br>May require clinicals, field experience, practicum, internships, etc. for some programs | LOCATION<br>Campus locations where program may be completed<br>BC = Barton County<br>FL = Ft. Leavenworth<br>FR = Ft. Riley<br>GV = Grandview Plaza<br>Outreach sites may be available |
|------------------------------|--|--|--------------------------|--------------------------|--------|---|---|--|
|                              |  | CERTIFICATE<br>16-29 hrs   | CERTIFICATE<br>30-44 hrs | CERTIFICATE<br>45-59 hrs | DEGREE |   |   |  |
| <b>AGRICULTURE</b>           |  |  |                          |                          |        |   |   |  |
| Agribusiness                 | AS   |  |                          |                          |        |   |   | BC   |
| Agricultural Economics       | AS   |  |                          |                          |        |   |   | BC   |
| Agricultural Education       | AS   |  |                          |                          |        |   |   | BC   |
| Agriculture Business Mgmt    |  |  |                          |                          | AAS    |   |   | BC   |
| Agriculture Communications   | AS   |  |                          |                          |        |   |   | BC   |
| Agriculture Transfer Option  | AS   |  |                          |                          |        |   |   | BC   |
| Agronomy                     | AS   |  |                          |                          |        |   |   | BC   |
| Animal Science               | AS   |  |                          |                          |        |   |   | BC   |
| Beef Cattle Production       |  | CERT1  | CERT2                    |                          |        |   |   | BC   |
| Crop Protection              |  | CERT1  | CERT2                    |                          | AAS    |   |   | BC   |
| Food Science                 | AS   |  |                          |                          |        |   |   | BC   |
| Forestry                     | AS   |  |                          |                          |        |   |   | BC   |
| Golf Course Management       | AS   |  |                          |                          |        |   |   | BC   |
| Horticulture/Turf Management | AS   |  |                          |                          |        |   |   | BC   |
| Milling Science              | AS   |  |                          |                          |        |   |   | BC   |
| Park Mgmt & Conservation     | AS   |  |                          |                          |        |   |   | BC   |
| Scales Technician            |  | CERT1  |                          |                          |        |   |   | BC   |
| <b>AUTOMOTIVE TECHNOLOGY</b> |  |  |                          |                          |        |   |   |  |
| Automotive Technology        |  | CERT1  | CERT2                    | CERT3                    | AAS    |   |   | BC   |
| <b>BUSINESS/ECONOMICS</b>    |  |  |                          |                          |        |   |   |  |
| Accounting                   | AS   |  |                          |                          |        |   | ONLINE  | BC   |
| Agribusiness                 | AS   |  |                          |                          |        |   |   | BC   |
| Agricultural Economics       | AS   |  |                          |                          |        |   |   | BC   |
| Agriculture Business Mgmt    |  |  |                          |                          | AAS    |   |   | BC   |
| Bus Management & Leadership  |  | CERT1  |                          |                          | AAS    |   | ONLINE  | BC, FR   |
| Business                     | AS   |  |                          |                          |        |   | ONLINE  | BC   |
| Business Admin Technology    |  |  |                          |                          | AAS    |   | ONLINE  | BC   |
| Economics                    | AS   |  |                          |                          |        |   | ONLINE  | BC   |
| Finance                      | AS   |  |                          |                          |        |   | ONLINE  | BC   |
| Golf Course Management       | AS   |  |                          |                          |        |   |   | BC   |
| Management                   | AS   |  |                          |                          |        |   | ONLINE  | BC   |
| Marketing                    | AS   |  |                          |                          |        |   | ONLINE  | BC   |
| Park Mgmt & Conservation     | AS   |  |                          |                          |        |   |   | BC   |
| Public Administration        | AS   |  |                          |                          |        |   |   | BC   |
| Tech Accounting Specialist   |  |  |                          |                          | AAS    |   | ONLINE  | BC   |
| <b>COMMUNICATION</b>         |  |  |                          |                          |        |   |   |  |
| English                      | AA   |  |                          |                          |        |   | ONLINE  | BC   |
| Journalism                   | AA   |  |                          |                          |        |   |   | BC   |
| Modern Languages             | AA   |  |                          |                          |        |   |   | BC   |
| Speech Communications        | AA   |  |                          |                          |        |   |   | BC   |

# Programs of Study

| COMPUTER/INFORMATION TECHNOLOGY |        |       |       |       |     |        |        |            |
|---------------------------------|--------|-------|-------|-------|-----|--------|--------|------------|
| Computer Information Systems    | AS     |       |       |       |     |        |        | BC         |
| Computer Science                | AS     |       |       |       |     |        |        | BC         |
| Networking Specialist           |        |       | CERT2 |       | AAS |        | ONLINE |            |
| EARLY CHILDHOOD                 |        |       |       |       |     |        |        |            |
| Child Development               |        | CERT1 |       |       |     |        | ONLINE | BC         |
| Early Childhood                 |        |       |       |       | AAS |        | ONLINE | BC         |
| Early Childhood Education       | AS     |       |       |       |     |        | ONLINE | BC         |
| EDUCATION                       |        |       |       |       |     |        |        |            |
| Art Education                   | AA     |       |       |       |     |        |        | BC         |
| Early Childhood Education       | AS     |       |       |       |     |        | ONLINE | BC         |
| Elementary Education            | AS     |       |       |       |     |        |        | BC         |
| Math Education                  | AS     |       |       |       |     |        | ONLINE | BC         |
| Music Education                 | AA     |       |       |       |     |        |        | BC         |
| Physical Education              | AS     |       |       |       |     |        |        | BC         |
| Secondary Education             | AA, AS |       |       |       |     |        | ONLINE | BC         |
| Special Education               | AS     |       |       |       |     |        |        | BC         |
| FINE AND PERFORMING ARTS        |        |       |       |       |     |        |        |            |
| Art                             | AA     |       |       |       |     |        |        | BC         |
| Art Education                   | AA     |       |       |       |     |        |        | BC         |
| Dance                           | AA     |       |       |       |     |        |        | BC         |
| Graphic Design                  | AA     |       |       |       |     |        |        | BC         |
| Music                           | AA     |       |       |       |     |        |        | BC         |
| Music Education                 | AA     |       |       |       |     |        |        | BC         |
| Photography                     | AA     |       |       |       |     |        |        | BC         |
| Theatre                         | AA     |       |       |       |     |        |        | BC         |
| GENERAL STUDIES                 |        |       |       |       |     |        |        |            |
| General Studies                 | AGS    |       |       |       |     |        | ONLINE | BC, FL, FR |
| Military Studies Emphasis       | AGS    |       |       |       |     |        |        | GV         |
| HEALTH PROFESSIONS              |        |       |       |       |     |        |        |            |
| Adv Emergency Med Tech AEMT     |        |       |       |       |     | SAPP++ |        | BC         |
| Certified Medication Aide       |        |       |       |       |     | SAPP++ |        | BC         |
| Certified Nurse Aide            |        |       |       |       |     | SAPP++ |        | BC         |
| Dietary Management              | AS     |       |       |       |     |        | ONLINE |            |
| Dietary Manager                 |        | CERT1 |       |       |     |        | ONLINE |            |
| Dietetics                       | AS     |       |       |       |     |        | ONLINE |            |
| Emergency Medical Responder     |        |       |       |       |     | SAPP++ |        | BC         |
| EMS Instructor Coordinator      |        |       |       |       |     | SAPP++ |        | BC         |
| EMT                             |        |       |       |       |     | SAPP+  |        | GV         |
| Medical Admin Technology        |        |       |       |       | AAS |        | ONLINE |            |
| Medical Assistant               |        |       | CERT2 |       | AAS |        |        | BC         |
| Medical Coding                  |        |       | CERT2 |       |     |        | ONLINE |            |
| Medical Lab Technician          |        |       |       |       | AAS |        | ONLINE | BC         |
| Mental Health Technician        |        |       |       | CERT3 |     |        |        | BC         |
| Nursing - PN                    |        |       |       | CERT3 |     |        |        | BC         |
| Nursing - Transfer              | AS     |       |       |       |     |        |        | BC         |
| Nutrition and Health            | AS     |       |       |       |     |        | ONLINE | BC         |
| Paramedic                       |        |       |       | CERT3 | AAS |        |        | BC, GV     |
| Pharmacy                        | AS     |       |       |       |     |        | ONLINE | BC         |
| Pharmacy Technician             |        | CERT1 |       |       |     |        | ONLINE |            |
| Phlebotomy Training             |        |       |       |       |     | SAPP+  |        | BC         |
| Physical Therapy                | AS     |       |       |       |     |        | ONLINE | BC         |
| Registered Nursing              |        |       |       |       | AAS |        |        | BC         |

# Programs of Study

| <b>HEALTH, PHYSICAL EDUCATION, RECREATION</b>  |        |       |         |       |       |        |        |            |
|--|--------|-------|---------|-------|-------|--------|--------|------------|
| Athletic Training                              | AS     |       |         |       |       |        |        | BC         |
| Exercise Science                               | AS     |       |         |       |       |        |        | BC         |
| Physical Education                             | AS     |       |         |       |       |        |        | BC         |
| Sports Management                              | AS     |       |         |       |       |        |        | BC         |
| <b>HUMANITIES AND SOCIAL SCIENCES</b>          |        |       |         |       |       |        |        |            |
| Anthropology Cultural Studies                  | AA     |       |         |       |       | ONLINE |        | BC         |
| History  | AA     |       |         |       |       | ONLINE |        | BC         |
| Philosophy                                     | AA     |       |         |       |       |        |        | BC         |
| Political Science                              | AA     |       |         |       |       | ONLINE |        | BC         |
| Psychology                                     | AS     |       |         |       |       | ONLINE |        | BC         |
| Religion                                       | AA     |       |         |       |       |        |        | BC         |
| Sociology                                      | AA     |       |         |       |       | ONLINE |        | BC         |
| <b>INDUSTRIAL/ENERGY TECHNOLOGY</b>            |        |       |         |       |       |        |        |            |
| Gas Measurement                                |        |       | CERT2++ |       |       |        |        | BC         |
| Natural Gas Trans/Distrib Tech                 |        |       | CERT2   |       | AAS   |        |        | BC         |
| Scales Technician                              |        | CERT1 |         |       |       |        |        | BC         |
| Welding Technology                             |        | CERT1 |         |       |       |        |        | BC         |
| <b>LIBERAL STUDIES</b>                         |        |       |         |       |       |        |        |            |
| Liberal Studies                                | AA, AS |       |         |       |       | ONLINE |        | BC, FL, FR |
| <b>MILITARY STUDIES/LEADERSHIP</b>             |        |       |         |       |       |        |        |            |
| Military Leadership                            |        |       | CERT2++ |       |       |        |        | GV         |
| Military Logistics                             |        |       | CERT2++ |       |       |        |        | GV         |
| Military Dangerous Matr Handling               |        |       | CERT2++ |       |       |        |        | GV         |
| Technical Studies                              |        |       |         |       | AAS++ |        |        |            |
| <b>PRE-PROFESSIONAL</b>                        |        |       |         |       |       |        |        |            |
| Architectural Engineering                      | AS     |       |         |       |       |        |        | BC         |
| Architecture                                   | AS     |       |         |       |       |        |        | BC         |
| Chiropractic                                   | AS     |       |         |       |       | ONLINE |        | BC         |
| Dental Hygiene                                 | AS     |       |         |       |       |        |        | BC         |
| Dentistry                                      | AS     |       |         |       |       | ONLINE |        | BC         |
| Engineering Tech                               | AS     |       |         |       |       |        |        | BC         |
| Health Information Mgmt                        | AS     |       |         |       |       | ONLINE |        | BC         |
| Law  | AA     |       |         |       |       | ONLINE |        | BC         |
| Medicine                                       | AS     |       |         |       |       | ONLINE |        | BC         |
| Mortuary Science                               | AS     |       |         |       |       |        |        | BC         |
| Occupational Therapy                           | AS     |       |         |       |       |        |        | BC         |
| Optometry                                      | AS     |       |         |       |       |        |        | BC         |
| Pharmacy                                       | AS     |       |         |       |       | ONLINE |        | BC         |
| Physical Therapy                               | AS     |       |         |       |       | ONLINE |        | BC         |
| Physical Therapy Asst                          | AS     |       |         |       |       |        |        | BC         |
| Physicians Asst                                | AS     |       |         |       |       | ONLINE |        | BC         |
| Radiology Tech                                 | AS     |       |         |       |       | ONLINE |        | BC         |
| Respiratory Therapy                            | AS     |       |         |       |       |        |        | BC         |
| Social Work                                    | AA     |       |         |       |       | ONLINE |        | BC         |
| Veterinary Medicine                            | AS     |       |         |       |       | ONLINE |        | BC         |
| <b>PUBLIC SAFETY, CORRECTIONS AND SECURITY</b> |        |       |         |       |       |        |        |            |
| Adv Emergency Med Tech AEMT                    |        |       |         |       |       | SAPP++ |        | BC         |
| Corrections                                    |        | CERT1 |         |       | AAS   |        | ONLINE |            |
| Criminal Justice                               | AA     |       |         | CERT3 | AAS   |        |        | BC         |
| Emerg Mgmt/Homeland Security                   |        |       | CERT2   |       | AAS   |        | ONLINE | GV         |
| EMT  |        |       |         |       |       | SAPP+  |        | GV         |
| Hazardous Materials Management                 |        |       | CERT2   |       | AAS   |        | ONLINE | GV         |
| Occupational Safety&Health                     |        | CERT1 |         |       | AAS   | SAPP++ | ONLINE | GV         |
| Paramedic                                      |        |       |         | CERT3 | AAS   |        |        | BC, GV     |
| <b>SCIENCE AND MATH</b>                        |        |       |         |       |       |        |        |            |
| Biology  | AS     |       |         |       |       | ONLINE |        | BC         |
| Chemistry                                      | AS     |       |         |       |       | ONLINE |        | BC         |
| Engineering                                    | AS     |       |         |       |       |        |        | BC         |
| Geology  | AS     |       |         |       |       |        |        | BC         |
| Mathematics                                    | AS     |       |         |       |       | ONLINE |        | BC         |
| Physical Sciences                              | AS     |       |         |       |       | ONLINE |        | BC         |
| Physics  | AS     |       |         |       |       |        |        | BC         |
| Wildlife Science                               | AS     |       |         |       |       | ONLINE |        | BC         |

# Career Technical Programs of Study

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## UNDECIDED

Career Center  
Associate in General Studies

Contact Judy Jacobs, 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 Sara Hoff, 792-9298, [hoffs@bartonccc.edu](mailto:hoffs@bartonccc.edu)  
Executive Director, Matt Connell, 792-9267, [connellm@bartonccc.edu](mailto:connellm@bartonccc.edu)

### 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 Aging and Disability Services. 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. Student must be 18 years old to complete this course and test for certification

### 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 Aging and Disability Services. 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. Student must be 16 years old to complete this course and test for certification.

### Home Health Aide

The Home Health Aide course (HHA) is a 20 contact hour course that prepares students for the Kansas Department of Aging and Disability Services 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.

## 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, Mary Foley, 792-9278, [foleym@bartonccc.edu](mailto:foleym@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.



# Career Technical Programs of Study

## AGRICULTURE BEEF CATTLE PRODUCTION

Workforce Training and Community Education Division

Contact Vic Martin, 792-9207, [martinv@bartonccc.edu](mailto:martinv@bartonccc.edu)  
or Maggie Tracy, 786-1120, [tracym@bartonccc.edu](mailto:tracym@bartonccc.edu)

Certificate

Executive Director, Mary Foley, 792-9278, [foleym@bartonccc.edu](mailto:foleym@bartonccc.edu)

The Beef Cattle Production Program prepares students for employment in day-to-day beef cattle operations. The flexible certificate option offers a hands-on, real world experience for entry into all phases of the Beef Cattle Industry.

## AUTOMOTIVE TECHNOLOGY

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

Contact Ron Kirmer, 792-9336, [kirmerr@bartonccc.edu](mailto:kirmerr@bartonccc.edu)  
Executive Director, Mary Foley, 792-9278, [foleym@bartonccc.edu](mailto:foleym@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 Kathy Boeger, 792-9203, [boegerk@bartonccc.edu](mailto:boegerk@bartonccc.edu)  
or 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/Certificate

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.

## COMMERCIAL DRIVERS LICENSE (CDL)

Workforce Training And Community Education Division

Contact Maggie Tracy, 786-1120, [tracym@bartonccc.edu](mailto:tracym@bartonccc.edu)  
Executive Director, Mary Foley, 792-0278, [foleym@bartonccc.edu](mailto:foleym@bartonccc.edu)

The CDL courses are designed to meet the new Entry Level Driver training requirements. Students learn, drive, practice and test in the same trucks and at the same facility.

# Career Technical Programs of Study

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## CORRECTIONS

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

Contact 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.

This program is available online only.

## CRIMINAL JUSTICE

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

Contact Melissa Stevens, 792-9299, [stevensm@bartonccc.edu](mailto:stevensm@bartonccc.edu)  
Executive Director, Jane Howard, 792-9208, [howardj@bartonccc.edu](mailto:howardj@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.

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, Mary Foley, 792-9278, [foleym@bartonccc.edu](mailto:foleym@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.

## DIETARY MANAGER

Workforce Training and Community Education Division  
Certificate

Contact Emily Cowles, [cowlese@bartonccc.edu](mailto:cowlese@bartonccc.edu)  
Executive Director, Matt Connell, 792-9267, [connellm@bartonccc.edu](mailto:connellm@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 [online.bartonccc.edu](http://online.bartonccc.edu).

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.

This program is available online and onsite field experience.

# Career Technical Programs of Study

## EARLY CHILDHOOD

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

Contact Rhonda Wertz, 786-1130, [wertzr@bartonccc.edu](mailto:wertzr@bartonccc.edu)  
Executive Director, Mary Foley, 792-9278, [foleym@bartonccc.edu](mailto:foleym@bartonccc.edu)

### Child Development

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 embedded in all Barton Early Childhood courses.

This program is available on campus and online

## EMERGENCY MANAGEMENT/HOMELAND SECURITY

Environmental Technology Division  
Associate in Applied Science/Certificate

Contact Lindsay Holmes, 866-452-1108, [holmesl@bartonccc.edu](mailto:holmesl@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, Matt Connell, 792-9267, [connellm@bartonccc.edu](mailto:connellm@bartonccc.edu)

### Emergency Medical Responder

#### Accreditation Agency

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

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.

# Career Technical Programs of Study

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## **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.

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

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.

## HAZARDOUS MATERIALS MANAGEMENT

*Environmental Technology Division  
Associate in Applied Science/Certificate*

*Contact Lindsay Holmes, 866-452-1108, holmesl@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.

## MEDICAL ADMINISTRATIVE TECHNOLOGY

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

*Contact Kimberly Brennan, 792-9236, brennank@bartonccc.edu  
Executive Director, Jane Howard, 792-9208, 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

## MEDICAL ASSISTANT

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

Contact Kimberly Brennan, 792-9326, [brennank@bartonccc.edu](mailto:brennank@bartonccc.edu)  
Executive Director, Jane Howard, 792-9208, [howardj@bartonccc.edu](mailto:howardj@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. 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.

## SCALE TECHNICIAN

Workforce Training and Community Education Division  
Certificate

Contact Vic Martin, 792-9207, [martinv@bartonccc.edu](mailto:martinv@bartonccc.edu)  
Executive Director, Mary Foley, 792-9278, [foleym@bartonccc.edu](mailto:foleym@bartonccc.edu)

Barton's Scale Technician program prepares students to work in the scale industry installing, repairing, and certifying commercial and non-commercial scales. Categories include: small scales - hardware scales, floor scales, hopper scales, pawn shops and jewelry stores; large scales - truck scales, livestock scales and railway scales; retail scales - deli scales and scanner scales.

## MEDICAL CODING

Workforce Training and Community Education Division  
Certificate

Contact Kimberly Brennan, 792-9326, [brennank@bartonccc.edu](mailto:brennank@bartonccc.edu)  
Executive Director, Jane Howard, 792-9208, [howardj@bartonccc.edu](mailto:howardj@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-10, 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 Karen Gunther, 786-1133, [guntherka@bartonccc.edu](mailto:guntherka@bartonccc.edu)  
Executive Director, Matt Connell, 792-9267, [connellm@bartonccc.edu](mailto:connellm@bartonccc.edu)

Medical Laboratory Technology is the study and analysis of body fluids. It encompasses a number of different medical specialties including hematology, microbiology, immunology, immunochemistry, 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.

### Accreditation Agency

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

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 onsite clinical experience.

# Career Technical Programs of Study

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## MILITARY TECHNOLOGY

*Technical and Military Outreach  
Certificate*

*Contact Terri Mebane, (785) 239-9769  
mebanet@bartonccc.edu*

The Military Technologies certificates prepares students with the skills required for successful execution of duties in the fields of 1) Military Leadership, 2) Logistics, or 3) Dangerous Materials Handling.

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 MEASUREMENT TECHNICIAN

*Workforce Training and Community Education Division  
Certificate*

*Contact Executive Director, Mary Foley, 792-9278, foleym@bartonccc.edu*

The Gas Measurement Technician Program provides training that is owned and maintained by the Natural Gas Training Council and focuses on in depth measurement and instrumentation technologies. A mobile training trailer is available for onsite classes.

## NATURAL GAS TRANSMISSION & DISTRIBUTION TECHNICIAN

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

*Contact Executive Director, Mary Foley, 792-9278, foleym@bartonccc.edu*

There are many opportunities in the Natural Gas Transmission and Distribution industry for those with a strong technical background. Barton's program delivers hands-on training that helps you gain skills necessary for employment with minimal "on the job training" by the company. Technicians are needed for corrosion control, gas measurement, instrumentation and electrical controls, pipeline construction, and programmable logic controller (PLC) programming.

## NETWORKING SPECIALIST

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

*Contact Cristi Gale, 786-1183, galec@bartonccc.edu  
Executive Director, Jane Howard, 792-9208, 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.

This program is available online.

# Career Technical Programs of Study

## NURSING

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

Executive Director, Matt Connell, 792-9267, [connellm@bartonccc.edu](mailto:connellm@bartonccc.edu)

### 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®).

#### ADN Accreditation Agency

Accreditation Commission for  
Education in Nursing  
3343 Peachtree Road NE, Suite 850  
Atlanta, GA 30326  
Phone (404) 975-5000  
Fax (404) 975-5020

[acnursing.org](http://acnursing.org)

ADN/PN Program Approval  
Kansas State Board of Nursing  
Landon State Office Building  
900 SW Jackson, STE 1051  
Topeka, Kansas 66612-1230  
Phone: (785) 296-4929  
Fax: (785) 296-3929

[ksbn.org](http://ksbn.org)

### Registered Nursing - 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®).

## OCCUPATIONAL SAFETY & HEALTH

Environmental Technology Division  
Associate in Applied Science/ Certificates/SAPP

Contact Lindsay Holmes, 866-452-1108, [holmesl@bartonccc.edu](mailto:holmesl@bartonccc.edu)

Occupational Safety & Health is a highly comprehensive and intricate profession. Barton's Occupational Safety & Health program pre-pares students for a career as Safety Professionals in today's workforce. It involves Identifying workplace hazards, assessing the risks associated with job tasks, preparing for safety audits, reporting correct and accurate information to the Department of Labor or more specifically the Occupational Safety & Health Administration (OSHA). The objective of this program is provide students and current safety managers skills required to perform at various levels within the safety management field. Employment of Occupational Safety & Health safety professionals is projected to grow 9% from 2014 to 2024, faster than the average for all occupations. A mobile training trailer is available for onsite classes.

## PHARMACY TECHNICIAN

Workforce Training and Community Education Division  
Certificate Program

Contact Latoya Hill, 620-786-7445, [hilll@bartonccc.edu](mailto:hilll@bartonccc.edu)  
Executive Director, Matt Connell, 792-9267, [connellm@bartonccc.edu](mailto:connellm@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 online format and includes an industry field experience.

## PHLEBOTOMY TRAINING

Workforce Training and Community Education Division

Contact Karen Gunther, 786-1133, [guntherka@bartonccc.edu](mailto:guntherka@bartonccc.edu)  
Executive Director, Matt Connell, 792-9267, [connellm@bartonccc.edu](mailto:connellm@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.

# Career Technical Programs of Study

## 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

## UNDECIDED

Career Center  
Associate in General Studies

Contact Judy Jacobs, 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

Workforce Training and Community Education Division  
Associate of 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 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, Mary Foley, 792-9278, [foleym@bartonccc.edu](mailto:foleym@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: Agribusiness, 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)

# Transfer Programs of Study

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## ANIMAL SCIENCE

(See Agriculture Transfer Option)

## ANTHROPOLOGY CULTURAL STUDIES

Academics Division

Associate in Arts Degree

Contact Linda McCaffery, 792-9251, [mccafferyl@bartonccc.edu](mailto:mccafferyl@bartonccc.edu)

Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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.

## ARCHITECTURE

Academics Division

Associate in Science Degree

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

Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 Bill Forst, 792-9387, [forstb@bartonccc.edu](mailto:forstb@bartonccc.edu)

Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 when planning 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 Bill Forst, 792-9387, [forstb@bartonccc.edu](mailto:forstb@bartonccc.edu)

Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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.

# Transfer Programs of Study

## ATHLETIC TRAINING

Academics Division  
Associate in Science Degree

Contact Ken Henderson, 792-9371, [hendersonk@bartonccc.edu](mailto:hendersonk@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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.bocatc.org](http://www.bocatc.org) or the National Athletic Trainers' Association web site at [www.nata.org](http://www.nata.org).

## BIOLOGY

Academics Division  
Associate in Science Degree

Contact Dr. Oleg Ravitskiy, 792-9335, [ravitskiyo@bartonccc.edu](mailto:ravitskiyo@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 Amanda Alliband, 792-9330, [allibanda@bartonccc.edu](mailto:allibanda@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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.

# Transfer Programs of Study

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## CHIROPRACTIC

Academics Division  
Associate in Science Degree

Contact Dr. Oleg Ravitskiy, 792-9335, [ravitskiyo@bartonccc.edu](mailto:ravitskiyo@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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.

## CRIMINAL JUSTICE

Workforce Training and Community Education Division  
Associate in Arts Degree

Contact Melissa Stevens, 792-9299, [stevensm@bartonccc.edu](mailto:stevensm@bartonccc.edu)  
Executive Director, Jane Howard, 792-9208, [howardj@bartonccc.edu](mailto:howardj@bartonccc.edu)

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

## CYTOTECHNOLOGY

Academics Division  
Associate in Science Degree

Contact Cheryl Lippert, 786-1133 [lippertc@bartonccc.edu](mailto:lippertc@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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.

# Transfer Programs of Study

## DANCE

Academics Division  
Associate in Arts Degree

Contact Danika Bielek, 792-9253, [bielekd@bartonccc.edu](mailto:bielekd@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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). Throughout the academic year the BDT will perform within the community.

## DENTAL HYGIENE

Academics Division  
Associate in Science Degree

Contact Dr. Oleg Ravitskiy, 792-9335, [ravitskiyo@bartonccc.edu](mailto:ravitskiyo@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 Dr. Oleg Ravitskiy, 792-9335, [ravitskiyo@bartonccc.edu](mailto:ravitskiyo@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 Emily Cowles@[cowlese@bartonccc.edu](mailto:cowlese@bartonccc.edu)  
Executive Director, Matt Connell, 792-9267, [connellm@bartonccc.edu](mailto:connellm@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.

# Transfer Programs of Study

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## DIETETICS

Workforce Training and Community Education Division  
Associate in Science Degree

Contact Emily Cowles@cowlesebartonccc.edu  
Executive Director, Matt Connell, 792-9267, connellm@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.

\*Courses are available online and includes onsite field experience.

## EARLY CHILDHOOD EDUCATION

Workforce Training and Community Education Division  
Associate in Science Degree

Contact Rhonda Wertz, 786-1130, wertzr@bartonccc.edu  
Executive Director, Mary Foley, 792-9278, foleym@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.

Courses are available on campus and online

## ECONOMICS

Workforce Training and Community Education Division  
Associate in Science Degree

Contact Kathy Boeger, 792-9203, boegerk@bartonccc.edu  
Executive Director, Jane Howard, 792-9208, 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.

## EDUCATION

Academics Division  
Associate in Science Degree

Contact Jaime Abel, 792-9269, abelj@bartonccc.edu  
Contact Dean of Academics, Brian Howe, 792-9254, howeb@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.

# Transfer Programs of Study

## Elementary Education

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

*Degree in 3:* Barton and Fort Hays State University has a “degree in 3” option where you start at Barton for your first year which includes both summers for your general education courses and courses necessary to enter the School of Education at FHSU. Your second and third years are at FHSU where you finish your Bachelor’s degree in Elementary Education.

## 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, Brian Howe, 792-9254, howeb@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, Brian Howe, 792-9254, howeb@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.

## ENGLISH

Academics Division  
Associate in Arts Degree

Contact Stephannie Goerl, 792-9261, goerls@bartonccc.edu  
Dean of Academics, Brian Howe, 792-9254, howeb@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.

# Transfer Programs of Study

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## EXERCISE SCIENCE

Academics Division  
Associate in Science Degree

Contact Heather Panning, 792-9385, [panningh@bartonccc.edu](mailto:panningh@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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)

## FORESTRY

Workforce Training and Community Education Division  
Associate in Science Degree

Contact Victor Martin, 792-9207, [martinv@bartonccc.edu](mailto:martinv@bartonccc.edu)  
Executive Director, Mary Foley, 792-9278, [foleym@bartonccc.edu](mailto:foleym@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.



# Transfer Programs of Study

## GENERAL STUDIES

Career Center  
Associate in General Studies

Contact Judy Jacobs, 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, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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)

## GRAPHIC DESIGN

Academics Division  
Associate in Arts Degree

Contact Bill Forst, 792-9387, [forstb@bartonccc.edu](mailto:forstb@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 Dr. Oleg Ravitskiy, 792-9335, [ravitskiyo@bartonccc.edu](mailto:ravitskiyo@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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.

# Transfer Programs of Study

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## HISTORY

Academics Division  
Associate in Arts Degree

Contact Linda McCaffery, 792-9251, [mccafferyl@bartonccc.edu](mailto:mccafferyl@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@bartonccc.edu)

The history curriculum is designed to provide the general education requirements and core history courses for students who plan to transfer to a four year college or university to complete a bachelor's degree in history or history education (secondary education). Electives must meet the transfer requirements of your transferring institution. Students should coordinate with their Barton advisor for transferability.

## HORTICULTURE/TURF MANAGEMENT

(See Agriculture Transfer Option)

## JOURNALISM

Academics Division  
Associate in Arts Degree

Contact Peter Solie, 792-9239, [soliep@bartonccc.edu](mailto:soliep@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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

Contact Linda McCaffery, 792-9251, [mccafferyl@bartonccc.edu](mailto:mccafferyl@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 Judy Jacobs, 792-9349, [careercenter@bartonccc.edu](mailto:careercenter@bartonccc.edu)

Liberal studies is a broad, all-encompassing, interdisciplinary examination of subjects related to the humanities, arts and sciences designed with the aim of offering a solid base for future studies in virtually any field. As a student of liberal studies, you'll pursue knowledge in these different areas, often learning to synthesize what you learn into a coherent whole that serves your life goals. Degree programs in liberal studies involve core and elective coursework in a variety of subjects, including history, cultural studies, art, philosophy, religion, literature and the natural sciences. In general, the goal of a liberal studies program is a strong, basic foundation of knowledge and skills that will support an array of careers and interests

# Transfer Programs of Study

## 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.

This program is available on campus and online.

## 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 Dr. Kristen Hathcock, 792-9348, [hathcockk@bartonccc.edu](mailto:hathcockk@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 Jo Harrington, 792-9334, [harringtonj@bartonccc.edu](mailto:harringtonj@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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.

# Transfer Programs of Study

## MEDICAL LABORATORY TECHNICIAN

Workforce Training and Community Education Division  
Associate in Science

Contact Karen Gunther, 786-1133, [guntherka@bartonccc.edu](mailto:guntherka@bartonccc.edu)  
Executive Director, Matt Connell, 792-9267, [connellm@bartonccc.edu](mailto:connellm@bartonccc.edu)

### Accreditation Agency

National Accrediting Agency for  
Clinical Laboratory Sciences  
5600 North River Road, Suite 720  
Rosemont, IL 60018-5119  
Phone: (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 includes onsite clinical experience.

## MEDICAL TECHNOLOGY

Workforce Training and Community Education Division  
Associate in Science

Contact Karen Gunther, 786-1133, [guntherka@bartonccc.edu](mailto:guntherka@bartonccc.edu)  
Executive Matt Connell, 792-9267, [connellm@bartonccc.edu](mailto:connellm@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 Dr. Oleg Ravitskiy, 792-9335, [ravitskiyo@bartonccc.edu](mailto:ravitskiyo@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 contact your prospective transfer institution and identify the requirements of your transfer school. You should take Barton courses that best meet your transfer needs.

## MILLING SCIENCE

(See Agriculture Transfer Option)

## MODERN LANGUAGES

Academics Division  
Associate in Arts Degree

Contact Peter Solie, 792-9239, [soliep@bartonccc.edu](mailto:soliep@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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.

# Transfer Programs of Study

## MORTUARY SCIENCE

Academics Division  
Associate in Science Degree

Contact Dr. Oleg Ravitskiy, 792-9335, [ravitskiyo@bartonccc.edu](mailto:ravitskiyo@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 Dr. Luis Palacios, 792-9396, [palaciosl@bartonccc.edu](mailto:palaciosl@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 Dr. Luis Palacios, 792-9396, [palaciosl@bartonccc.edu](mailto:palaciosl@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 - TRANSFER

Academics Division  
Associate in Science

Contact Karen Kratzer, 792-9359, [kratzerk@bartonccc.edu](mailto:kratzerk@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 most prerequisites for admission into a BSN nursing program.

# Transfer Programs of Study

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## OCCUPATIONAL THERAPY

Academics Division  
Associate in Science Degree

Contact Karen Kratzer, 792-9359, [kratzerk@bartonccc.edu](mailto:kratzerk@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 Dr. Oleg Ravitskiy, 792-9335, [ravitskiyo@bartonccc.edu](mailto:ravitskiyo@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 Dr. Oleg Ravitskiy, 792-9335, [ravitskiyo@bartonccc.edu](mailto:ravitskiyo@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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.

## PHILOSOPHY

Academics Division  
Associate in Arts Degree

Contact Linda McCaffery, 792-9251, [mccafferyl@bartonccc.edu](mailto:mccafferyl@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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.

# Transfer Programs of Study

## PHOTOGRAPHY

Academics Division  
Associate in Arts Degree

Contact Bill Forst, 792-9387, [forstb@bartonccc.edu](mailto:forstb@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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](mailto:folkertst@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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](mailto:kratzerk@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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).

# Transfer Programs of Study

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## PHYSICAL THERAPY ASSISTANT

Academics Division  
Associate in Science Degree

Contact Karen Kratzer, 792-9359, [kratzerk@bartonccc.edu](mailto:kratzerk@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 Dr. Oleg Ravitskiy, 792-9335, [ravitskiyo@bartonccc.edu](mailto:ravitskiyo@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 Linda McCaffery, 792-9251, [mccafferyl@bartonccc.edu](mailto:mccafferyl@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@bartonccc.edu)

The political science curriculum is designed to provide the general education requirements and core political science courses for students who plan to transfer to a four year college or university to complete a bachelor's degree in political science or political science education (secondary education). Electives must meet the transfer requirements of your transferring institution. Students should coordinate with their Barton advisor for transferability.

## PSYCHOLOGY

Academics Division  
Associate in Science Degree

Contact Linda McCaffery, 792-9251, [mccafferyl@bartonccc.edu](mailto:mccafferyl@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@bartonccc.edu)

The psychology curriculum is designed to provide the general education requirements and core psychology courses for students who plan to transfer to a four year college or university to complete a bachelor's degree in psychology or psychology education (secondary education). Electives must meet the transfer requirements of your transferring institution. Students should coordinate with their Barton advisor for transferability.



# Transfer Programs of Study

## PUBLIC ADMINISTRATION

Academics Division  
Associate in Science Degree

Contact Linda McCaffery, 792-9251, [mccafferyl@bartonccc.edu](mailto:mccafferyl@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 Dr. Oleg Ravitskiy, 792-9335, [ravitskiyo@bartonccc.edu](mailto:ravitskiyo@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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

Contact Linda McCaffery, 792-9251, [mccafferyl@bartonccc.edu](mailto:mccafferyl@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 Dr. Oleg Ravitskiy, 792-9335, [ravitskiyo@bartonccc.edu](mailto:ravitskiyo@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 prerequisite 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.

# Transfer Programs of Study

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## SECONDARY EDUCATION (See Education)

### SOCIAL WORK

Academics Division  
Associate in Arts Degree

Contact Linda McCaffery, 792-9251, [mccafferyl@bartonccc.edu](mailto:mccafferyl@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 Linda McCaffery, 792-9251, [mccafferyl@bartonccc.edu](mailto:mccafferyl@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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

Contact Peter Solie, 792-9239, [soliep@bartonccc.edu](mailto:soliep@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 Heather Panning, 792-9385, [panningh@bartonccc.edu](mailto:panningh@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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.

# Transfer Programs of Study

## THEATRE

Academics Division  
Associate in Arts Degree

Contact James Miller, 792-9205, [millerj@bartonccc.edu](mailto:millerj@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@bartonccc.edu)

The Theatre curriculum provides the first two years of course work toward a bachelor's or bachelors of fine arts degree in acting, directing, or technical theatre design. The curriculum stresses theatre history, theories, techniques, and performance which contribute to effective dramatic arts. Graduates of B.A. or B.F.A. programs often work as actors, directors, dramaturges, drama therapists, artistic directors and theatre educators. Technical theatre graduates often work in areas of costume, prop, sound, scenic and lighting designer, technical direction, and stage and theatre management.

## VETERINARY MEDICINE

(See Agriculture Transfer Option)

## WILDLIFE SCIENCE

Academics Division  
Associate in Science Degree

Contact Dr. Oleg Ravitskiy, 792-9335, [ravitskiyo@bartonccc.edu](mailto:ravitskiyo@bartonccc.edu)  
Dean of Academics, Brian Howe, 792-9254, [howeb@bartonccc.edu](mailto:howeb@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 of 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

## BARTonline

online.bartonccc.edu

Contact: (620) 792-2701 or inquiry@bartonccc.edu

Barton Community College operates a virtual campus,

## BARTonline

BARTonline, using a Learning Management System that allows students to choose the best time for them to complete assignments within each unit. Courses utilize weekly blocks that allow students to determine the best time of day and the best days of the week to attend class. Students can take a single class or pursue and earn a variety of degree and certificate programs. Students may also take classes for the purpose of transfer to other institutions.

Courses are offered in six, eight, sixteen, and four week formats. Fall and spring semesters each contain two six-week, two eight-week, a sixteen-week, and a four-week session. The summer session contains two six-week and two eight-week sessions. Each of the courses listed in the BARTonline catalog is offered at least once each semester. Classes are never canceled because of low enrollment.

The college's accreditation by The Higher Learning Commission ([hlcommission.org](http://hlcommission.org)) has been expanded to include offering associate degrees and certificates 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.

### HISTORY

The history curriculum is designed to provide the general education requirements and core history courses for students who plan to transfer to a four year college or university to complete a bachelor's degree in history or history education (secondary education). Electives must meet the transfer requirements of your transferring institution. Students should coordinate with their Barton advisor for transferability.

### POLITICAL SCIENCE

The political science curriculum is designed to provide the general education requirements and core political science courses for students who plan to transfer to a four year college or university to complete a bachelor's degree in political science or political science education (secondary education).

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 definitely has its advantages:

- Quality** Same rigor and content as traditional classes.
- Convenience** Complete coursework when it fits in your busy schedule.
- Mobility** Whether you are deployed, on vacation, or right here in Kansas, online learning travels with you.
- Accessible** Coursework that matches your learning style, reviewable content, and disability accommodation.
- Transferable** When you are ready to earn your bachelor's, classes transfer just like traditional ones.

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

- Discipline** Since you don't actually physically attend your class, you are required to attend (log-in) weekly to your class to keep up with the material.
- Expense** BARTonline courses are slightly more expensive than Barton on-site classes, but they are affordable when compared to other online opportunities.
- Separation** The contact with your teacher and fellow students is done thru e-mail, phone, chat rooms, or other electronic mediums within your course.

Electives must meet the transfer requirements of your transferring institution. Students should coordinate with their Barton advisor for transferability.

### PSYCHOLOGY

The psychology curriculum is designed to provide the general education requirements and core psychology courses for students who plan to transfer to a four year college or university to complete a bachelor's degree in psychology or psychology education (secondary education). Electives must meet the transfer requirements of your transferring institution. Students should coordinate with their Barton advisor for transferability.

### LIBERAL STUDIES

Liberal studies is a broad, all-encompassing, interdisciplinary examination of subjects related to the humanities, arts and sciences designed with the aim of offering a solid base for future studies in virtually any field. As a student of liberal studies, you'll pursue knowledge in these different areas, often learning to synthesize what you learn into a coherent

# Distance Learning Opportunities

whole that serves your life goals. Degree programs in liberal studies involve core and elective coursework in a variety of subjects, including history, cultural studies, art, philosophy, religion, literature and the natural sciences. In general, the goal of a liberal studies program is a strong, basic foundation of knowledge and skills that will support an array of careers and interests.

## **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 (ACCOUNTING, ECONOMICS, FINANCE, MANAGEMENT AND MARKETING)**

The Business curriculum is designed to provide 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. 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.

## **DIETARY MANAGEMENT EMPHASIS OR PRE-DIETETICS EMPHASIS**

Barton Community College (Barton) and Kansas State University (K-State) partner to offer programs in the field of dietetics. Barton offers an Associate in Science with an emphasis in Dietary Manager which allows students to work toward an Associate (Barton) and Bachelor (K-State) degrees while working in the dietary management field. Barton also offers an Associate in Science with emphasis in Pre-Dietetics for non-dietary manager students who need to complete general education and prerequisite courses required for the K-State Bachelor of Science degree in Dietetics. The partnership has recently added an agreement that features Barton's Associate of Science in Pre-Dietetics and K-State's Bachelor of Science degree in Nutrition and Health. Articulation agreements between the two institutions guarantee a student's seamless transition.

## **EARLY CHILDHOOD EMPHASIS**

The Early Childhood curriculum prepares a student to transfer into a Bachelor of Science degree program with advanced standing at a four year institution. If you plan to attend Barton and then transfer to a four-year school, please consult with your advisor to help you make a smooth transition. Students should also contact their selected transfer college/ university and discuss degree requirements within the appropriate

department or college. Job possibilities with a four-year degree include Early Childhood Unified teacher (birth to 8 years regular or special education), Head Start Teacher or Infant/Toddler or Preschool Special Education Teacher.

## **LIBERAL STUDIES**

Liberal studies is a broad, all-encompassing, interdisciplinary examination of subjects related to the humanities, arts and sciences designed with the aim of offering a solid base for future studies in virtually any field. As a student of liberal studies, you'll pursue knowledge in these different areas, often learning to synthesize what you learn into a coherent whole that serves your life goals. Degree programs in liberal studies involve core and elective coursework in a variety of subjects, including history, cultural studies, art, philosophy, religion, literature and the natural sciences. In general, the goal of a liberal studies program is a strong, basic foundation of knowledge and skills that will support an array of careers and interests.

## **PSYCHOLOGY**

The psychology curriculum is designed to provide the general education requirements and core psychology courses for students who plan to transfer to a four year college or university to complete a bachelor's degree in psychology or psychology education (secondary education). Electives must meet the transfer requirements of your transferring institution. Students should coordinate with their Barton advisor for transferability.

## **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 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.

# Distance Learning Opportunities

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## **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 essential skills.

## **BUSINESS ADMINISTRATIVE TECHNOLOGY**

The Business Administrative Technology program prepares students for a professional career in an administrative setting. Coursework includes records management, ethics, customer service business communications and supervisory development. Student who complete the program are eligible for careers as an administrative assistant, office manager, customer service representative or front-line supervisor.

## **BUSINESS MANAGEMENT & LEADERSHIP**

The Business Management & Leadership program prepares you to go directly into a business career. The degree program includes core business 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.

## **EARLY CHILDHOOD EDUCATION**

The Early Childhood program focuses on the cognitive, physical, social, emotional and creative development of children ages birth through eight years. Students will learn about planning activities and programs that are developmentally appropriate and will be exposed to knowledge, theory and practice associated with the career field. Job opportunities include: Child Care Administration, Professional Nanny, Paraprofessional, Family Childcare Provider, Infant/Toddler Teacher, Pre-school Teacher, Parents as Teacher Parent Educator, Head Start, After School Program Director and Corporate Child Care Programs.

**Special Note:** Students are required to complete practicums and an internship; this coursework is not fully available online.

## **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. Barton has a 2+2 agreement with Kansas State Polytechnic that allows students to transfer the majority of the credits to K-State towards the completion of a Bachelor of Science in Technology Management offered through distance education. Other 2+2 agreements are with Kansas Wesleyan University for a Bachelor of Science in Emergency Management

and Southwestern College for a Bachelor of Science in Security Management.

## **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. Barton has a 2+2 agreement with Kansas State Polytechnic that allows students to transfer the majority of the 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 prepares students for a professional medical office setting. The coursework includes medical terminology, coding, and transcription, customer service, business communications, and records management. Graduates of the program 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.

**Special Note:** Students are required to complete clinicals; this coursework is not fully available online.

## **OCCUPATIONAL SAFETY & HEALTH**

The Occupational Safety & Health program is designed to prepare students for career opportunities in the occupational safety and health fields. Occupational Safety & Health is a highly comprehensive and intricate profession. Barton's Occupational Safety & Health program prepares students for a

# Distance Learning Opportunities

career as Safety Professionals in today's workforce. It involves Identifying workplace hazards, assessing the risks associated with job tasks, preparing for safety audits, reporting correct and accurate information to the Department of Labor or more specifically the Occupational Safety & Health Administration (OSHA). The objective of this program is provide students and current safety managers skills required to perform at various levels within the safety management field. Employment of Occupational Safety & Health safety professionals is projected to grow 9% from 2014 to 2024, faster than the average for all occupations.

## 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. Students are 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 such as accounting clerk, accounts payable clerk, accounts receivable clerk, billing clerk, cash posting clerk, payroll clerk and many others.

## Certificate Programs

### CERTIFIED SAFETY & HEALTH OFFICIAL (CSHO)

Business today face an overwhelming maze of safety and health regulations including employee safety, liability, training requirements, loss control, and program development and implementation. The Certified Safety and Health Official certificate guides you through this growing maze of increasingly safety regulations by helping you develop your staff's expertise in safety and health strategies. Participants in the Certified Safety and Health Official certificate program can complete an OSAH certificate in either construction or general industry.

**Special Note:** This coursework is not fully available online.

### 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 national 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.

**Special note:** Students are required to complete clinicals; this coursework is not fully available online.

### 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 33 credit hours.

### 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.

### CHILD DEVELOPMENT CERTIFICATE

This 25 credit hour certificate program provides students with training in all aspects of child care from birth to 8 years of age. Participation assists students to earn their Child Development Associate Industry certification.

### MEDICAL ASSISTANT

The medical assistant is a professional, multi-skilled individual trained to assist physicians, work in a medical clinic and some areas of the hospital or laboratory. Students learn to measure and record vital signs, take medical histories, administer medications, sterilize instruments, assist with minor office surgeries, and handle emergencies. Students also learn to obtain blood samples, perform routine office laboratory procedures and electrocardiograms, and instruct patients in preparation for x-ray and laboratory procedures. In the administrative area, students learn to schedule and receive patients, handle telephone calls, type correspondence, reports, manuscripts, perform medical transcription, process insurance forms, handle office accounts, fees, and collections.

### MEDICAL CODING

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

# Distance Learning Opportunities

## NETWORKING SPECIALIST

The Networking Specialist program prepares graduates to work as technical support specialists, an area of the computer industry that is currently experiencing unprecedented growth, change and opportunity. Networking specialists address problems that computer users experience with computer software or hardware. This program prepares students to fulfill the role of technical specialist in the thriving fields of microcomputer support, microcomputer repair and local area network administration.

## PHARMACY TECHNICIAN

Barton offers a 29 credit hour Pharmacy Technician Certificate program that may be completed in as little as two semesters. The certificate prepares students for the Pharmacy Technician Certification Exam (PTCE) and the Exam for the Certification of Pharmacy Technicians (ExCPT) national exams.

**Special Note:** Students are required to complete an internship; this coursework is not fully available online.

## SPECIALIST IN SAFETY & HEALTH (SSH)

The Specialist in Safety and Health certificate Program is designed to expand and improve the practical skills of those responsible for employee health and safety at their facility. The courses examine critical safety and health issues of private business, industry and government, and providing training necessary for managing a proactive health and safety program. Participants in the Specialist in Safety and Health Certificate Program can customize the certificate program to their field of expertise and focus on their training to their own areas of interest.

**Special Note:** This coursework is not fully available online.

## EDUKAN

edukan.org, (877) 433-8526



EduKan, a consortium of four 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.

## 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

## CENTER FOR ADULT EDUCATION

[cae.bartonccc.edu](http://cae.bartonccc.edu)

The Center for Adult Education is located in the Great Bend Workforce Center at 1025 Main. 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. This credential is recognized as 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.

Contact Mary Foley, at 620-792-9278 or [foleym@bartonccc.edu](mailto:foleym@bartonccc.edu) for more information.

## WORKFORCE TRAINING & COMMUNITY EDUCATION PROGRAMS

[careers.bartonccc.edu](http://careers.bartonccc.edu)

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

### Business and Industry Training

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

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

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

### High School Student Learning Opportunities

**College Advantage** – sophomores, 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.

**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.

**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 performance 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 Ellinwood, Hoisington, and Great Bend. Contact: 792-9219 or [bcub.bartonccc.edu](http://bcub.bartonccc.edu). **Central Kansas Upward Bound:** Serves Central Plains, Chase, Ellsworth, Lyons, and Wilson. Contact: 786-1181 or [ckub.bartonccc.edu](http://ckub.bartonccc.edu)

## EDUCATIONAL OPPORTUNITY CENTER

[ckeoc.bartonccc.edu](http://ckeoc.bartonccc.edu)

The Central Kansas Educational Opportunity Center (CKEOC) offers free services to provide eligible adults assistance with secondary and postsecondary education attainment. CKEOC has been developed to respond to the increasing educational needs of civilian and military adults 19 years and older offering 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 academic advisement, financial aid and admissions assistance, placement in and guidance through high school diploma or GED programs, campus visits, financial literacy, supportive workshops, job networking, and mentoring.

### CKEOC Service Area

The CKEOC service area covers 33 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, Grandview Plaza, Manhattan, Salina, and the Barton Fort Riley Office.

# Other Educational Opportunities

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## Contact Information:

Great Bend: 793-8164 or toll free (877) 684-8164  
Grandview Plaza: (785) 238-5200

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

### hmesi.bartonccc.edu

HMESTI provides business, industry, and governmental entities with environmental, health, and safety training services. The Institute provides OSHA training as an OSHA Training Institute-Education Center in Region 7. HMESTI is also home to Barton Community College's Hazardous Materials Management, Occupational Safety and Health, Emergency Management, 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:

### 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.

### Globally Harmonized System (GHS)

This training provides an overview of the new Hazard Communication standard (29 CFR 1910.1200). GHS is a system for standardizing and harmonizing the classification and labeling of chemicals. It is a logical and comprehensive approach to defining health, physical and environmental hazards of chemicals and communicating those hazards and protective measures through labels and safety data sheets (SDS).

### Respirator Fit Testing

We provide quantitative and qualitative fit testing services at our Grandview Plaza location or on-site to meet your needs. 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. Your 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 law enforcement personnel) 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.

### 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 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

# Other Educational Opportunities

## GREAT PLAINS OSHA EDUCATION CENTER

[bartonsafety.org](http://bartonsafety.org)

### **OSHA #500 - Trainer Course in Occupational Safety and Health Standards for the Construction Industry**

This course is designed for individuals interested in teaching the 10- and 30-hour construction safety and health Outreach Training Program to their employees and other interested groups. Using OSHA Construction Standards as a guide, special emphasis is placed on those topics required in the 10- and 30-hour programs as well as those which are most hazardous. Students are briefed on effective instructional approaches and use of visual aids and handouts. This course allows the student to become a trainer in the OSHA Outreach Training Program, to conduct both 10- and 30-hour Construction Outreach classes, and to issue cards to participants after verifying course completion. Students who wish to participate as authorized Outreach trainers in the OSHA Outreach Training Program must prepare a presentation on an assigned OSHA Construction Outreach Training Program topic individually or as part of a group and successfully pass a written exam at the end of the course.

**Prerequisites:** Students must successfully complete the OSHA #510 Occupational Safety and Health Standards for Construction and have five (5) years of safety and health work experience in the construction industry. A degree in occupational safety and health, a Certified Safety Professional (CSP) or a Certified Industrial Hygienist (CIH) designation may be substituted for two (2) years of work related experience. Students should obtain guidance on whether they meet this requirement from the OSHA Training Institute Education Center where they intend to receive the training. Authorized OSHA Outreach Training Program trainers are required to attend OSHA #502 Update for Construction Industry Outreach Trainers at least once every four (4) years to maintain their trainer status.

### **OSHA #501 - Trainer Course in Occupational Safety and Health Standards for General Industry**

This course is designed for individuals interested in teaching the 10 and 30-hour general industry safety and health Outreach training program to their employees and other interested groups. Using the OSHA General Industry Standards as a guide, special emphasis is placed on those topics required in the 10- and 30-hour programs as well as those which are most hazardous. Students are briefed on effective instructional approaches and use of visual aids and handouts. This course allows the student to become a trainer in the OSHA Outreach Training Program, to conduct both 10- and 30-hour General Industry Outreach classes, and to issue cards to participants after verifying course completion. Students who wish to participate as authorized trainers in the OSHA Outreach Training Program must prepare a presentation on an assigned OSHA

General Industry Outreach Training Program topic individually or as part of a group and successfully pass a written exam at the end of the course.

**Prerequisites:** Students must successfully complete the OSHA #511 Occupational Safety and Health Standards for General Industry and have five (5) years of safety and health work experience in general industry. A degree in occupational safety and health, a Certified Safety Professional (CSP) or a Certified Industrial Hygienist (CIH) designation may be substituted for two (2) years of work related experience. Students should obtain guidance on whether they meet this requirement from the OSHA Training Institute Education Center where they intend to receive the training. Authorized OSHA General Industry Outreach Training Program trainers are required to attend OSHA #503 Update for General Industry Outreach Trainers at least once every four (4) years to maintain their trainer status.

### **OSHA #502 - Update for Construction Industry Outreach Trainers**

This course is designed for Outreach Training Program trainers who have completed OSHA #500 Trainer Course in Occupational Safety and Health Standards for the Construction Industry and are authorized trainers in the OSHA Outreach Training Program. The course provides an update on OSHA Construction Standards, policies, and regulations. Upon course completion students will have the ability to demonstrate continued professional development in their field by applying effective adult learning principles and interactive training techniques to clearly identify, define, and explain construction industry hazards and acceptable corrective measures as they continue to teach the 10- and 30-hour Construction Outreach Training Program classes.

**Prerequisites:** OSHA #500 Trainers Course in OSHA Standards for the Construction Industry. Authorized Outreach Training Program trainers are required to attend this course once every four years (4) to maintain their trainer status. Prior to registration, students must provide a copy of their current Outreach Training Program trainer card or an official transcript showing successful completion of the OSHA #500 Trainer Course in OSHA Standards for Construction from their respective OSHA Training Institute Education Center, for verification of trainer status.

# Other Educational Opportunities

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## **OSHA #503 - Update for General Industry Outreach Trainers**

This course is designed for Outreach Training Program trainers who have completed course #501 Trainer Course in Occupational Safety and Health Standards for General Industry and who are authorized trainers in the OSHA Outreach Training Program. The course provides an update on OSHA General Industry Standards, policies, and regulations. Upon course completion students will have the ability to demonstrate continued professional development in their field by applying effective adult learning principles and interactive training techniques to clearly identify, define, and explain general industry hazards and acceptable corrective measures as they continue to teach the 10- and 30-hour General Industry Outreach Training Program classes.

**Prerequisites:** OSHA #501 Trainer Course in OSHA Standards for General Industry. Authorized Outreach Training Program trainers are required to attend this course once every four (4) years to maintain their trainer status. Prior to registration, students must provide a copy of their current Outreach trainer card or an official transcript showing successful completion of the OSHA #501 Trainer Course in OSHA Standards for General Industry from their respective OSHA Training Institute Education Center, for verification of trainer status.

## **OSHA #510 - Occupational Safety and Health Standards for the Construction Industry**

This course covers OSHA Standards, policies, and procedures in the construction industry. Topics include scope and application of the OSHA Construction Standards, construction safety and health principles, and special emphasis on those areas in construction which are most hazardous. Upon course completion students will have the ability to define construction terms found in the OSHA Construction Standards, identify hazards which occur in the construction industry, locate and determine appropriate OSHA Construction Standards, policies, and procedures, and describe the use of the OSHA Construction Standards and regulations to supplement an ongoing safety and health program.

## **OSHA #511 - Occupational Safety and Health Standards for General Industry**

This course covers OSHA Standards, policies, and procedures in general industry. Topics include scope and application of the OSHA General Industry Standards, general industry principles and special emphasis on those areas in general industry which are most hazardous. Upon course completion students will have the ability to define general industry terms found in the OSHA General Industry Standards, identify hazards which occur in general industry, locate and determine appropriate OSHA General Industry Standards, policies, and procedures, and describe the use of OSHA General Industry Standards and regulations to supplement an ongoing safety and health program.

## **OSHA #521 - OSHA Guide to Industrial Hygiene**

This course covers industrial hygiene practices and related OSHA regulations and procedures. Course topics include recognition, evaluation, and control of chemical, physical, biological and ergonomic hazards, Permissible Exposure Limits (PEL), OSHA health standards, respiratory protection, engineering controls, OSHA sampling protocols and strategies, and workplace health program elements. The course features workshops in health hazard recognition, OSHA health standards and use of sampling equipment. Upon course completion students will have the ability to recognize basic industrial hygiene principles and practices, identify characteristics of common air contaminants, locate PELs, perform basic industrial hygiene calculations, and determine methods for hazard control and abatement.

## **OSHA #2015 - Hazardous Materials**

This course covers OSHA General Industry Standards and other consensus and proprietary standards that relate to the use of hazardous materials. Course topics include flammable and combustible liquids, compressed gases, LP-gases, and cryogenic liquids. Related processes such as spraying and dipping, and use of electrical equipment in hazardous locations are also discussed. Upon course completion students will have the ability to assess compliance with OSHA hazardous materials standards, determine hazardous (classified) locations, and proper moving, storing, and handling of hazardous materials.

## **OSHA #2045 - Machinery and Machine Guarding Standards**

This course covers the various types of common machinery, machine safe guards, and related OSHA regulations and procedures. Guidance is provided on the hazards associated with various types of machinery and the determination of proper machine safe guards. Course topics include machinery processes, mechanical motions, points of operation, control of hazardous energy sources (lockout/tagout), guarding of portable powered tools, and common OSHA machine guarding violations. Program highlights include the ability to recognize hazards and provide options for control and hazard abatement through machine safeguarding inspection workshops. Upon course completion students will have the ability to describe common machine hazards and sources of energy, identify resources for assisting with machine guarding issues, and determine methods of control and hazard abatement, and selection of appropriate machine safe guards.

## **OSHA #2225 - Respiratory Protection**

This course covers the requirements for the establishment, maintenance, and monitoring of a respiratory protection program. Course topics include terminology, OSHA Respiratory Protection Standards, NIOSH certification, respiratory protection programs, and medical evaluation

# Other Educational Opportunities

requirements. Program highlights include workshops on respirator selection, qualitative and quantitative fit testing, and the use of respiratory protection and support equipment. Upon course completion students will have the ability to identify and describe the elements of a respiratory protection program, the proper selection, use, and inspection of respiratory protection, protection factors, and evaluate compliance with OSHA Standards.

## **OSHA # 2255 - Principles of Ergonomics (formerly OSHA # 2250)**

This course covers the use of ergonomic principles to recognize, evaluate, and control workplace conditions that cause or contribute to musculoskeletal and nerve disorders. Course topics include work physiology, anthropometry, musculoskeletal disorders, use of video display terminals, and risk factors such as vibration, temperature, material handling, repetition, and lifting and patient transfers in health care. Course emphasis is on industrial case studies covering analysis and design of work stations and equipment workshops in manual lifting, and coverage of current OSHA compliance policies and guidelines. Upon course completion students will have the ability to recognize work-related musculoskeletal and nerve disorders, assess employer's ergonomic programs, and conduct ergonomic evaluations.

## **OSHA # 2264 - Permit-Required Confined Space Entry**

This course covers the safety and health hazards associated with permit-required confined space entry. Course topics include recognition of confined space hazards, identification of permit and non-permit required confined spaces, use of instrumentation to evaluate atmospheric hazards, ventilation techniques, development and implementation of a confined space program, proper signage, and training requirements. This course features workshops on permit entry classification, instrumentation, and program development. Upon course completion students will have the ability to identify permit and non-permit required confined spaces, reference the OSHA Permit-Required Confined Spaces Standard, conduct atmospheric testing, and implement a permit-required confined space program.

## **OSHA # 3015 - Excavation, Trenching and Soil Mechanics (formerly OSHA # 3010)**

This course covers the OSHA Excavation Standard and safety and health aspects of excavation and trenching. Course topics include practical soil mechanics and its relationship to the stability of shored and unshored slopes and walls of excavations, introduction of various types of shoring (wood timbers and hydraulic), soil classification, and use of protective systems. Testing methods are demonstrated and students participate in workshops in the use of instruments such as penetrometers, torvane shears, and engineering rods. Upon

course completion students will have the ability to assess their employer's compliance with the OSHA Excavation Standard, utilize soil testing methods to classify soil types, determine protective systems for excavation operations, and training requirements.

## **OSHA # 3095 - Electrical Standards**

This course covers OSHA Electrical Standards and the hazards associated with electrical installations and equipment. Course topics include single- and three-phase systems, cord- and plug-connected and fixed equipment, grounding, ground fault circuit interrupters, and safety-related work practices. Emphasis is placed on electrical hazard recognition and OSHA Standards, policies, and procedures and applicable portions of the National Electrical Code (NEC). Students will participate in workshops on the safe and correct use of electrical testing equipment. Upon course completion students will have the ability to understand the severity of electrical current on the human body, recognize and evaluate actual and potential electrical hazards and reference the applicable OSHA Standard, determine hazard abatement measures, and understand the proper use of electrical testing equipment.

## **OSHA # 3115 - Fall Protection**

This course covers the OSHA Fall Protection Standard for construction and an overview of fall protection methods. Course topics include principles of fall protection, components and limitations of fall arrest systems, and OSHA Standards and policies regarding fall protection. Students will participate in workshops demonstrating the inspection and use of fall protection equipment, residential construction fall protection, training requirements, and developing a fall protection program. Upon course completion students will have the ability to assess compliance with the OSHA Fall Protection Standard, evaluate installed passive systems and fall arrest systems, and develop and implement fall protection plans.

## **OSHA # 5600 - Disaster Site Worker Trainer Course**

This course prepares experienced Outreach Training Program trainers to present OSHA #7600 Disaster Site Worker Course, intended for second responders (those arriving hours or days after the event). Course topics include the National Response Framework, the Incident Command System, disaster work zone safety, respiratory protection, communication issues, applying elements of successful adult training programs, and knowledge, skills, and attitudes to awareness training about safety and health standards at natural and human-made disaster sites. Students are provided the opportunity to practice knowledge and skills through discussion, planned exercises, demonstrations, and presentations. Lesson plans and training materials for the OSHA #7600 Disaster Site Worker Course are provided. Students who wish to participate as authorized Disaster Site Worker trainers must prepare a presentation

# Other Educational Opportunities

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on an assigned disaster site worker topic individually or as part of a group. Successful completion of this course authorized students to become trainers in the Disaster Site Worker Outreach Training Program, to conduct the OSHA #7600 Disaster Site Worker Course, and to issue cards to participants after verifying course completion.

**Prerequisites:** OSHA #500 Trainer Course in OSHA Standards for the Construction Industry or OSHA #501 Trainer Course in OSHA Standards for General Industry, three (3) years safety training experience, and completion of the 40-hour HAZWOPER training. Outreach Training Program trainers are required to attend OSHA #5602 Update for Disaster Site Worker Trainer course at least every four (4) years to maintain their Outreach Training Program trainer authorization. A copy of their Outreach Training Program trainer card for construction or general industry or an official transcript from their respective OSHA Training Institute Education Center showing successful completion of the OSHA #500 or OSHA #501 course, and a copy of their 40-hour HAZWOPER course completion certificate are required prior to the start of class to verify trainer status.

## **OSHA #5602 - Update for Disaster Site Worker Trainer Course**

This course is intended to update the authorized Disaster Site Worker trainer with new technical and regulatory information related to disaster response and the role of OSHA in coordinating occupational safety and health in the National Response Framework. Participants will have the opportunity to share “lessons learned” from teaching OSHA #7600 Disaster Site Worker Course.

**Prerequisites:** OSHA #5600 Disaster Site Worker Trainer Course. Authorized Outreach Training Program trainers are required to attend this course once every four (4) years to maintain their trainer status. Prior to registration, students must provide a copy of their current Outreach Training Program trainer card or an official transcript from their respective OSHA Training Institute Education Center showing successful completion of the OSHA #5600 Disaster Site Worker Training Course for verification of Outreach Training Program trainer status.

## **OSHA #7000 - OSHA Training Guidelines for Safe Patient Handling**

This course covers OSHA ergonomic guidelines for safe patient handling and methods to protect workers in all health care settings. Using OSHA’s Ergonomics Guidelines for Nursing Homes as a basis for any healthcare facility, this course focuses on analyzing and identifying ergonomic hazards and practical solutions to address these issues. Course topics include developing an ergonomic work process, risk factors in patient handling and transfers, identifying work processes with the potential for musculoskeletal injuries and illnesses, protocol

for resident and patient assessment, and implementing solutions including work practices and engineering controls. Upon course completion students will have the ability to apply “OSHA’s Ergonomics Guidelines for Nursing Homes” in their healthcare facility, understand the benefits of implementing an ergonomics process, and identify, analyze and develop solutions for ergonomic problem jobs in healthcare.

## **OSHA #7005 - Public Warehousing and Storage**

This course covers the hazards and injuries likely to occur in public warehousing and storage operations, including encounters with powered industrial trucks, material handling, lifting and ergonomics, hazard communication, walking and working surfaces, and life safety including fire protection and evacuation. This course is intended for warehouse workers, supervisors, and employers responsible for developing safe work practices and procedures in a warehouse setting. Upon course completion students will have the ability to recognize the potential for injuries from forklifts, material handling and lifting, exposure to hazardous substances, slips, trips, and falls and methods to control and abate these hazards.

## **OSHA #7100 - Introduction to Machinery and Machine Safeguarding**

This course covers the process to identify, select and properly safeguard machinery to protect employees and others in the work area and deliver appropriate training in safe work practices. Course topics include types of machinery requiring guarding, point of operation, emergency eyewash/shower requirements, hazard communication, OSHA Machinery and Machine Guarding Standards violations, and corrective actions. Upon course completion students will have the ability to explain hazardous actions and motions of various types of machinery, identify methods of safeguarding, and match identified safeguards with the applicable OSHA Machinery and Machine Guarding Standards to reduce and eliminate the potential for accidents and injuries.

## **OSHA #7105 - Evacuation and Emergency Planning**

This course covers OSHA requirements for emergency action and fire protection plans. Course topics include purpose and requirements of emergency action and fire prevention plans, elements of emergency evacuation plans, and features of design and maintenance of emergency exit routes. Students will participate in workshops pertaining to the development of emergency action plans. Upon course completion students will have the ability to list the elements of an emergency action plan and emergency evacuation floor plans, recognize violations of OSHA exit route requirements, determine whether their organization requires an emergency action plan, and develop and implement workplace emergency action and fire protection plans.

# Other Educational Opportunities

## **OSHA #7115 - Lockout/Tagout**

This course covers 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 machinery and equipment. Course topics include types of hazardous energy, detecting hazardous conditions, implementing control measures as they relate to the control of hazardous energy, developing and implementing energy control programs including written isolation procedures, training of authorized and affected employees, and periodic inspection of energy control procedures using the OSHA Control of Hazardous Energy Standard. Upon course completion the student will have the ability to explain the importance of energy control programs, procedures, training, audits and methods of controlling hazardous energy.

## **OSHA #7120 - Introduction to Combustible Dust Hazards**

This course covers the hazards posed by combustible dust within general industry. Course topics include recognizing the hazards and risks associated with combustible dust, control of electrical installation hazards, and developing controls and strategies to prevent or mitigate combustible dust fires and explosions. Upon course completion the student will have the ability to utilize strategies that assure employee safety while using or producing materials that generate combustible dust and the ability to use OSHA Standards, National Fire Protection Association (NFPA) Standards, and other applicable consensus standards that impact industries which generate combustible dust.

## **OSHA #7200 - Bloodborne Pathogens Exposure Control for Healthcare Facilities**

This course covers the development and implementation of Exposure Control Plans (ECP) for healthcare facilities. Course topics include understanding the OSHA Bloodborne Pathogens Standard, determining potential exposure and methods of control, developing an ECP, vaccinations, exposure incidents, training, and record keeping. The target audience is the program administrator, manager, or other personnel designated with the responsibility of developing a Bloodborne Pathogens ECP for a healthcare facility. Course highlights include students developing a template for their facility's ECP. Upon course completion students will have the ability to take a step-by-step approach in developing an ECP for their healthcare facility while utilizing the OSHA Bloodborne Pathogens Standard as a reference.

## **OSHA #7205 - Health Hazard Awareness**

This course covers common health hazards that are encountered in the workplace. These health hazards include exposure to chemicals, asbestos, silica and lead. Course topics include identification and evaluation of health hazards and their

sources of exposure, health hazard information, and engineering and work practice controls. Students participate in workshops on evaluation and abatement of workplace health hazards. Upon course completion students will have the ability to understand common health hazards in the workplace and methods for controlling and abatement of these hazards.

## **OSHA #7210 - Pandemic Influenza and Workplace Preparedness**

This course covers recognizing hazards and risks associated with a pandemic influenza event and developing strategies to assist a business, community, or family with realistic preparation for a pandemic event. Course topics include potential impact of a pandemic influenza event on a business and community, critical elements of a preparedness plan, and realistic strategies for supporting continuity of business. This course offers information on strategies that can be used to control the spread of the virus, minimizing exposure to employees and family, and resources available from OSHA and other government agencies. The intended audience is the business leader and members of their management team who may be integral to preparedness planning. Upon course completion, students will have the ability to prepare for a pandemic to assure business continuity and employee safety.

## **OSHA #7215 - Silica in Construction, Maritime, and General Industries**

This course covers the development and implementation of controls and strategies to prevent or mitigate silica exposures in construction, maritime, and general industries. Course topics include describing the requirements of OSHA's Respirable Crystalline Silica standards and recognizing the hazards and risks, assessment options, and exposure control measures associated with silica exposure.

## **OSHA #7300 - Understanding OSHA's Permit-Required Confined Space Standard**

This course covers the requirements of the OSHA Permit-Required Confined Space Standard. Course topics include safety and health hazards associated with confined space entry, and the evaluation, prevention, and abatement of these hazards. The course covers OSHA requirements; it does not feature workshops (instrumentation, control methods and testing) which are included in the OSHA #2264 Permit-Required Confined Space Entry. This course is designed for small employers or a designated representative (line supervisor or manager) with the responsibility to develop a permit-required confined space program. Upon course completion students will have a basic understanding of confined space hazards, evaluating and abatement of the hazards, and determining when a confined space shall be classified as a permit-required confined space.

# Other Educational Opportunities

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## **OSHA #7400 - Noise Hazards in the Construction Industry**

This course covers the evaluation and reduction of noise hazards in the construction industry. Course topics include OSHA Construction Noise Standards, properties of sound, noise-induced hearing loss, noise exposure control, selection and use of hearing protection, conducting sound level surveys, and worker training. Classroom demonstrations of noise instrumentation and hearing protection devices are featured. The target audience is the construction employer or representative designated with the responsibility to develop a construction noise program. Upon course completion students will understand the properties of sound and its relationship to noise-induced hearing loss, hearing protection usage, how to conduct sound level surveys and the requirements for training workers.

## **OSHA #7405 - Fall Hazard Awareness for the Construction Industry**

This course covers the identification, evaluation, prevention and control of fall hazards in the construction industry. The course focuses on falls to a lower level rather than falls to the same level resulting from slips and falls. Course topics include identifying, analyzing, and preventing fall hazards utilizing OSHA Fall Protection Standards. At the conclusion of the course, students will have an awareness level of identifying fall hazards and methods to control and abate the hazards.

## **OSHA #7410 - Managing Excavation Hazards**

This course covers the roles and responsibilities of the employer to educate and assign a competent person to excavation sites. Course topics include understanding and application of definitions relating to the OSHA Excavation Standard, excavation hazards and control measures, soil analysis techniques, protective system requirements and emergency response. Upon course completion, students will understand the importance and duties of a competent person in excavation work and have the knowledge and skills required performing these duties.

## **OSHA #7415 - OSHA Construction Industry Requirements (Major Hazards and Prevention)**

This course provides federal and public sector employees with pertinent information regarding OSHA requirements and guidelines applicable to construction industry activities and operations. Topics include recognition of major safety and health hazards in the construction industry, prevention strategies, safety and health management systems, OSHA requirements and guidelines, and resources available. The course is an interactive training session focusing on class discussion and workshops. Upon course completion students will have an awareness level of the major construction hazards and prevention strategies.

## **OSHA #7500 - Introduction to Safety and Health Management**

This course covers the effective implementation of a company's safety and health management system. The course addresses the four core elements of an effective safety and health management system and those central issues that are critical to each element's proper management. This course is an interactive training session focusing on class discussion and workshops. Upon course completion students will have the ability to evaluate, develop, and implement an effective safety and health management system for their company.

## **OSHA #7505 - Introduction to Incident (Accident) Investigation**

This course covers an introduction to basic accident investigation procedures and describes accident analysis techniques. Course topics include reasons for conducting accident investigations, employer responsibilities related to workplace accident investigations, and a six step accident investigation procedure. The target audience is the employer, manager, employee or employee representative who is involved in conducting accident and/or near-miss investigations. Upon course completion students will have the basic skills necessary to conduct an effective accident investigation at the workplace.

## **OSHA #7510 - Introduction to OSHA for Small Businesses**

This course covers an introduction to the Occupational Safety and Health Administration (OSHA) and the OSH Act for owners and managers of small businesses. Course topics include an introduction to OSHA, OSHA Standards, the inspection process, implementing a safety and health program, worker training requirements and assistance available to small businesses. Upon course completion students will understand OSHA operations and procedures and how to work with OSHA to prevent or reduce injuries and illnesses in their workplace.

## **OSHA #7845 - Recordkeeping Rule Seminar**

This course covers OSHA requirements for maintaining and posting records of occupational injuries and illnesses, and reporting specific cases to OSHA. Upon course completion students will have the ability to identify OSHA requirements for recordkeeping, posting and reporting and to complete OSHA Form 300 Log of Work-Related Injuries and Illnesses, OSHA Form 300A Summary of Work-Related Injuries and Illnesses, and OSHA Form 301 Injury and Illness Incident Report.

## **RMSM 6010 – Safety, Health and Environmental Risk Management Principles**

This course provides students whose careers have focused on particular segments of risk management a more global picture of risk identification and control. The course will use breakout sessions to work on risk management problems, class discussion and instructor resources. The course will provide an



# Other Educational Opportunities

overview of risk management and its application for companies, identifying the cost of risk, prioritizing, managing and controlling risk, and enhancing the student's knowledge of risk transfer tools such as contracts, insurance and self-funding.

## **EHSM 7900 – HAZWOPER 24 hour**

This is an excellent source of initial off-site hazardous waste operations and emergency response training for non-routine site workers and emergency responders. During this course, the groundwork is established for future site-specific training needed by employees. Topics include: properties of hazardous substance, hazard recognition and risk assessment, selection and use of personal protection equipment, site evaluation, monitoring and safe work practices, incident command and emergency response and decontamination methods, procedures and more.

## **EHSM 7901 – HAZWOPER 40 Hour**

This comprehensive training is recommended for those who have a potential for hazardous substance exposure while performing required duties. It meets off-site training requirements for general site workers and RCRA operations site workers. Emergency response personnel and other hazardous materials workers will find this course extremely valuable for initial training. Topics include: properties of hazardous substances, hazard recognition and incident prevention, selection, use and care of personal protective equipment, site safety and health responsibilities, plans and procedures, emergency response planning and spill containment, decontamination methods and procedures, safe work practices and more. Hands-on experience is an essential part of the course. Students have the option of using an SCBA/Respiratory protection equipment during the hands-on portion of the course. Use of SCBA/Respiratory protection equipment requires medical approval to wear a respirator.

## **EHSM 7902 – HAZWOPER 8 Hour Refresher**

One-day course. OSHA requires HAZWOPER trained personnel to receive at least eight hours refresher training annually. This training provides information updates, skills improvement and hands-on exercises.

**Prerequisite:** HAZWOPER 24- or 40-hour

## **EHSM 7930 – Environmental Air Regulations**

This course provides an overview of EPA regulations for the Clean Air Act (CAA), Toxic Substance and Control Act (TSCA), National Environmental Protection Act (NEPA) and Federal Insecticide, Fungicide and Rodenticide Act (FIFRA). Subject areas included in this course are EPA history and specific regulations regarding air and pesticides.

## **EHSM 7931 – Resource Conservation & Recovery Act (RCRA) Refresher**

This course provides an overview of the Resource Conservation and Recovery Act (RCRA). Includes hazardous waste identification, on-site waste management options, land disposal restrictions, hazardous waste manifests, universal wastes, and generator status. This course meets the requirements for the annual refresher.

## **EHSM 7940 – Shipping, Handling and Storage of Hazardous Substances (DOT – Air)**

This intensive course covers procedures for safe handling, storing and preparing hazardous substances for shipment by air as required by the International Civil Aviation Organization. Students will receive up to date, hands-on instruction in requirements for domestic and international shipments, classifications according to the dangerous goods table, and packing and labeling specifications. Students will also learn the critical competencies required for properly responding to hazardous substance emergencies.

## **EHSM 7941 – Shipping, Handling and Storage of Hazardous Substances (DOT–Ground)**

This intensive course covers procedures for safe handling, storing and preparing hazardous substances for shipment by ground as required by applicable Department of Transportation regulations. Students will receive up-to-date, hands-on instruction in using reference materials, labeling and preparing materials for shipment. Students will also learn the critical competencies required for properly responding to hazardous substance emergencies.

# Other Educational Opportunities

## MILITARY ON-SITE TRAINING - (MOST)

[military.bartonccc.edu/most](http://military.bartonccc.edu/most)

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 (866) 266-3963 or (785)240-5379 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 regulated 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. Due to the unique state laws, this course is offered within the state of Kansas.



### 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.

### Digital Training Management System

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 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.

### Chemical Biological Defense (CBRN) Course

This course prepares students to function as unit CBRN 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; CBRN 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.

# Other Educational Opportunities

## **Unit Armorer Course**

Provides training to supervisors oriented in organizational maintenance 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 Armorer Supervisors 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 Load Team Training**

This course is designed to train an individual on procedures to transport equipment by rail and aircraft. Students that complete this course will be qualified to train smaller groups at their military unit(s) on the proper procedures to load equipment on rail and aircraft.

## **Unit Movement I (TC-AIMS II)**

This course provides personnel with the knowledge and skills to perform the procedures and functionalities necessary to operate the TC-AIMS II software and hardware. After an introductory section giving an overview of the Army deployment process, training is designed to instruct the Unit Move Officer (UMO) in those particular procedures and functionalities assigned to the UMO profile in TC-AIMS II with stress on data completion, maintaining and updating the Organizational Equipment List (OEL) and creating the Unit Deployment List (UDL). This course also offers a thorough practical understanding of Automatic Identification Technology. Instruction is mainly hands-on training utilizing instructor-led and independent student practical exercises, demonstration and conference (lecture) type training.

## **Unit Supply (GCSS-A) Operator Course**

This operator level course provides initial and job enhancement training to unit supply clerks in the Global Combat Support System-Army (GCSS-A) automated supply procedures and policies. GCSS-A -unit supply 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.

## **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.

## **Plant Maintenance Manager 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 Global Combat Support System-Army (GCSS-A) program, shop operations, tool room procedures, supply and safety procedures and exchange pricing.

# Other Educational Opportunities

## UNIVERSITY PARTNERSHIPS AND LOCAL OPPORTUNITIES

Barton has many Transfer & Articulation Agreements with four year colleges that specifically direct your studies in certain programs for seamless transition from Barton to the transfer school. Check out our website for additional information: <https://bartonccc.edu/transfer/articulationagreements>

## 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  **k-state** AT BARTON 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 [dce.k-state.edu/affiliations/barton](http://dce.k-state.edu/affiliations/barton)

