Fall 2023 Schedule of Classes
Horario de Clases

ASK US ABOUT THE ISOTHERMAL WORKFORCE GRANT
See page 3
Pregúntenos sobre Subvención para la fuerza laboral
Ver página 3

ADULT EDUCATION CLASSES INCLUDING ENGLISH AS A SECOND LANGUAGE!
Information inside on page 16 & 20!
¡Clases de educación para adultos que incluyen inglés como segundo idioma!
¡Información en el interior de la página 16 & 20!
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### 3 Easy Ways To Pre-Register

**For better customer service,**

**ALL classes now require prepayment.**

- **By Phone**
  Call 828-395-1405, Rutherford Campus or 828-894-3092, Polk Campus to register for classes. Please have the course number and your social security number handy when you call.

- **In Person**
  Drop by the Continuing Education Office in The Foundation Building on the Rutherford Campus or at the Polk Campus.

- **On The WEB Pre-Registration**
  [www.isothermal.edu/continuing-education/register](http://www.isothermal.edu/continuing-education/register)

### CANCELLATION POLICY

If we cancel a class, you will be notified. If you would like to cancel your place in a class, please notify us as soon as possible before the class meets for the first time.

### REGISTRATION FEE REFUND POLICY

If you need a refund or transfer, contact the Polk Campus at 828-894-3092 or the Rutherford Campus at 828-395-1405.

- A 100% refund shall be made if you officially withdraw prior to the first day of class or if the class is canceled.

- A 75% refund shall be made if you officially withdraw from the class prior to or on the official 10% point of the class. No refund thereafter.

### OCCUPATIONAL EXTENSION FEES AND FEE WAIVERS ARE SET BY THE NORTH CAROLINA GENERAL ASSEMBLY AND ARE SUBJECT TO CHANGE.

*Important Information Section 10.6 of Session Law 2013-360 eliminated the waiver of tuition for up to six hours of credit instruction and one course of noncredit instruction per academic semester for senior citizens age 65 or older who are qualified as legal residents of North Carolina that was previously allowed in G.S. 115D-5(b)(11)*

If you have a documented disability, it is your responsibility to contact the Disability Coordinator, 828-395-1732 to discuss classroom accommodation.

### USE OF TOBACCO PRODUCTS

Isothermal Community College is a tobacco-free campus effective January 1, 2019. This applies to all employees, students, contractors, vendors, and visitors. For policy details, see policy 802-02-01BP Use of Tobacco Products.
The Isothermal Workforce Grant helps cover the registration fee for residents of Rutherford and Polk counties to get into short-term programs that lead to job certifications. The programs include Professional Truck Driving, Massage Therapy, Pharmacy Technician, Healthcare Billing and Coding, Phlebotomy, EMT and Paramedic Technician.

CALL TODAY, 828-395-1405 FOR MORE INFORMATION.
Healthcare Billing and Coding
This 180-hour course prepares an individual for entry level healthcare billing and coding positions. Course topics can include but are not limited to the roles and responsibilities of this position, managed health care, life cycle of an insurance claim, legal and regulatory considerations, coding regulations, reimbursement issues, claim instructions, medical terminology, filing commercial claims, insurance plans, Medicare, Medicaid, Tricare, and Workers’ Compensation. Upon completion, students should also be able to utilize MS Windows and the Internet to effectively retrieve billing-related information and updates, and have the knowledge base to apply for national certification as a Certified Billing and Coding Specialist. CLASS DATES ARE SUBJECT TO CHANGE. Please call (828) 395 - 1405 to confirm course dates.

#65935
September 1st - November 30th
ONLINE only, $185
(Registration fee + $5 Institution technology fee)

Phlebotomy
This 258-hour course provides theory and clinical experiences needed for proper collection of blood and other specimens used for diagnostic testing. Emphasis is placed on ethics, legalities, medical terminology, safety and universal precautions, health care delivery systems, patient relations, anatomy and physiology, and specimen collection. Upon successful completion of the course, students should be able to safely perform procedures necessary for specimen collections on patients in various health care settings and may be eligible for national certification as phlebotomy technicians. CLASS DATES ARE SUBJECT TO CHANGE. Please call (828) 395 - 1405 to confirm course dates.

#67050
October 15 - January 26
ONLINE & Wednesdays, $185
(Registration fee + $5 Institution technology fee)
**ALLIED HEALTH**

**CERTIFIED NURSING ASSISTANT PROGRAM**

**Allied Health Coordinator:** Tracey Evans, MSN, RN  
**Primary Instructors:** Sonja Blanchette, RN, BSN; Cassidy Butler, RN, BSN; Tracey Evans, MSN, BSN, RN; Carole Robbins, MSN, BSN, RN; June Steele, RN, BSN; Loretta Whiteside, MSN, BSN, RN; Katie Edwards, RN, BSN, Deborah Ledbetter, RN

**PLEASE NOTE:** You must pre-register for the orientation sessions and classes by calling 828-395-1675. If you need leave a message, include your name, phone number, email address, and the Section Number of the class you wish to sign up for.

**Medication Aide**

This 24-hour course is designed to meet the training requirements for becoming qualified as a Medication Aide and Med-Tech. The course will cover the six rights of medication administration for non-licensed personnel. Topics will include medication administration via the oral, topical and instillation routes, medical asepsis, hand hygiene, terminology, and legal implications. Upon completion, students should be able to take the competency exam and demonstrate the skills necessary to qualify for listing on the North Carolina Medication Aide Registry. Prerequisite: Current listing on the NA I Registry. **CLASS DATES ARE SUBJECT TO CHANGE.** Please call (828) 395 - 1405 to confirm course dates.

**###66979**  
Thursdays, 8 AM - 2:30 PM  
September 7 - 28  
Rutherford Learning Center, Room 109, $70

**###66981**  
Thursdays, 8 AM - 2:30 PM  
October 5 - 26  
Rutherford Learning Center, Room 109, $70

**###66982**  
Thursdays, 8 AM - 2:30 PM  
November 2 - 30  
Rutherford Learning Center, Room 109, $70

**###66986**  
Thurs/Fri, 8 AM - 2:30 PM  
December 7 - 21  
Rutherford Learning Center, Room 109, $70

**Nurse Aide Level I - HYBRID CLASSES NOW AVAILABLE!**

This 188-hour course is designed to prepare graduates to provide personal care and perform basic nursing skills for the elderly and other adults. Emphasis on aging process including mental, social and physical needs of the elderly, patient’s rights, nutrition management, elimination procedures, safe environment, restorative services, personal and special care procedures and activities, human body structure and function and related common disease/disorders, communication and documentation, death and dying, and roles of the nursing assistant and health team members. A skill/competency evaluation is required. The course includes class, laboratory and clinical learning experiences. Upon satisfactory completion of the course and skill/competency evaluation, the graduate is eligible to apply for listing as a Nurse Aide I by the N.C. Division of Facility Services. Prerequisite: Pathways to C.N.A. course (will be discussed on registration day). **CLASS DATES ARE SUBJECT TO CHANGE.** Please call (828) 395 - 1405 to confirm course dates. **Financial aid opportunities are available for the Nurse Aide Level I courses for qualifying students.**

**###66234**  
ONLINE and Fridays, 8:00 AM - 4:30 PM  
September 10 - February 9  
Rutherfordton Learning Center, Room 109/113, $185

**###67048**  
ONLINE and Wednesdays, 8:00 AM - 4:30 PM  
October 8 - February 21  
Rutherfordton Learning Center, Room 109/113, $185

**###66236**  
ONLINE and Fridays 8:30 AM - 5:00 PM  
October 15 - March 15  
Rutherfordton Learning Center, Room 111, $185

**###66235**  
Sat/Sun 8 AM - 4:30 PM  
October 14 - February 3  
Rutherford Learning Center, Room 111, $180

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**Visit the Continuing Education website**  
[www.isothermal.edu/continuing-education](http://www.isothermal.edu/continuing-education)
MASSAGE THERAPY PROGRAM
Coordinator: Karen Marshall
Instructors: Liz Mills, Susan Juczak

PLEASE NOTE: Our full Massage Therapy Program class costs will include registration fee(s), mandatory textbooks/workbooks, scrubs and other incidental costs for personal supplies.

Massage Therapy
Our 660-hour massage therapy program combines lecture time with hands-on practice of massage techniques. Coursework includes anatomy and physiology, kinesiology, nutrition, business practices, ethics and specific massage modalities. Students will gain hands-on experience working with the public in a clinic setting through the program’s student massage clinic.

Upon completion of the program, graduates may sit for the MBLEX (Massage and Bodywork Licensing Exam), the sole licensing exam for the Massage Profession. Upon successfully passing the MBLEX, graduates may apply to NCMBBT (North Carolina Board of Massage and Bodywork Therapy) for their license to practice massage in the state of North Carolina or to other state boards to practice in other states. Isothermal Community College’s program prepares students for a career in Massage Therapy in hospitals, health & fitness centers, wellness centers, chiropractic offices, resorts, spas, nursing homes, cruise ships, and more.


Prerequisite:
High School diploma or equivalency. College Transcripts or CASAS Reading Test Scores. Students must be at least 18 years of age by the first day of class.

Registration Fee: $180
Books (approximate): $400
Black Scrubs (approximate): $45

*DAY PROGRAM STARTING THIS NOVEMBER! Call for more information!

*Financial aid opportunities may be available for qualifying students, contact (828) 894 - 3092 for more information.

Isothermal Community College Nurse Educator Professional Development (45 Hours)
Instructor: Kimberly Amos
The North Carolina Board of Nursing specifies that “nursing faculty who teach in a program leading to initial licensure have preparation in teaching and learning principles for adult education, including curriculum development, implementation and evaluation.” This preparation must be completed prior to or within the first three years of employment. The Nurse Educator Professional Development course was developed to meet this requirement. The course consists of two online training modules offered through Continuing Education at Isothermal Community College. The course is designed for BSN-prepared nurse educators who seek:

- To meet the 45 hour nurse educator requirements as set forth by the NC Board of Nursing
- Additional training by experienced faculty in their field
- Motivation for pursuing a Master’s Degree in Nursing Education
- Additional contact hours for licensing

Type/Location: Online using Moodle/ Isothermal Community College
Cost: Please Call (includes tuition and a certificate upon completion of the course), plus textbooks cost.

This continuing education activity was approved by the North Carolina Nurses Association, an accredited approver by the American Nurses Credentialing Center’s Commission on Accreditation. Students must provide a SSN Number; Email Address, and city in which they live for Moodle Access.

Module I:
#67092
September 5 - October 2
Online, $70

Module II
#67103
October 3 - October 30
Online, $70

Isothermal Community College / Moodle
Instructor Kimberly Amos, PhD, RN, CNE, is the lead instructor for Nurse Educator Professional Development. Dr. Amos has been a faculty member at Isothermal Community College for the past 7.5 years. She received her PhD in Education (Specializing in Nursing Education) from Capella University, her Master’s in Science (Specializing in Nursing Education) and Bachelor of Science in Nursing at Western Carolina University. Dr. Amos is also a Certified Nurse Educator by the National League for Nursing. In addition, she practiced as a RN in various settings for over 12 years before entering nursing education.
**COMPUTER SKILLS & TECHNOLOGY**

**IPhone for Beginners**  
*Instructor: Amy Carroll*
Do you feel like your Apple IPhone is smarter than you are? Want to learn what all those buttons do? This class teaches you how to make the most of your IPhoness’ features. You will learn these essential skills:  
- How to take pictures  
- How to download apps for social media  
- When and how to update your phone’s software  
- How to send and receive email on your device  
- How to text  
- How to manage your contacts  
- How to integrate your contacts with Facebook  
- How to send pictures using text  
- And more…

#67188  
Tuesday, 9 AM - 11 AM  
November 7 - December 5  
Polk Campus, Room 118, $50

**Basic Computing**  
*Instructor: Amy Carroll*
In this hands-on class, learn how to use a computer for email, social media, internet surfing, online shopping and other common tasks. Learn how to fix a slow computer and maintain your computer so it doesn’t get bogged down again. Different antivirus software will be discussed as well as the most useful programs to install and how to use them. You’ll also learn when it’s time to upgrade to a newer computer and what specs to look for when shopping for a computer. For consistency, all students will use the computers provided in the classroom.

#67187  
Tuesday, 12 PM - 3 PM  
November 7 - December 5  
Polk Campus, Room 118, $70 + $5 technology fee

**CREATIVE/VISUAL ARTS**

**Painting Open Studio**  
*Instructor: Vicki Van Vynckt*
Turn your blank canvas or paper into a work of art! In this painting class you choose your subject matter and the medium you prefer to work with: oils, acrylics, or watercolor. You will receive expert guidance in composition, color, color mixing, values, and other elements of design by instructor Vicki Van Vynckt. Beginning oil and acrylic artists are welcome. Watercolor artists should have some previous experience. Students are welcome to come and go as they please within the open studio period. Students need to bring their own supplies and projects to work on. If you are a beginner, please request a supply list from ICC Polk Campus office (828) 894-3092.

#67000  
Tuesday, 9 AM - 3 PM  
August 22 - October 24  
Polk Campus, Room 103, $90  
No class on 10/3 & 10/10.

#67001  
Tuesday, 9 AM - 3 PM  
October 31 - December 19  
Polk Campus, Room 103, $90

Nature has always been the greatest inspiration for Vicki’s paintings. She feels grateful to be living in the foothills of the beautiful Blue Ridge Mountains and the inspiration it brings to her art. For Vicki, painting is an expression of the gratitude for these gifts of nature. She started painting in oils at the age of fifteen and had always created art even earlier than she can remember. Her mother and grandfather were artists and so she was encouraged to be creative from a young age. Her subject matter includes skyscapes, landscapes, animals, dreamscapes, and abstracts. She also has experimented with different art mediums through the years, with her favorite being oils and alcohol inks. At Cottey College, the University of Southern Indiana, and The Atelier art school Vicki continued fine art studies and eventually began teaching art through various art organizations as well as out of her home. She has been teaching painting classes at Isothermal Community College for over five years. Her paintings have been shown in over ninety art exhibitions since 1988 and she is currently represented by galleries in North Carolina, South Carolina, and online. You may visit her website at www.vanvyncktfineart.com or contact her at (828) 859-6758 for more information about her artwork or classes.

**Visit the Continuing Education website** [www.isothermal.edu/continuing-education](http://www.isothermal.edu/continuing-education)
CREATIVE/VISUAL ARTS

Drawing Open Studio
Instructor: Janet Orselli
Are you developing your drawing abilities on your own but want constructive feedback? Would you like to connect with others in a creative setting? This class is an opportunity to bring your work to a supportive audience, gain guidance and expand your chosen artistic direction. Bring with you your chosen media. Class will be geared to address individual student questions and interests. If there is interest, class may include field trips, studio visits, and artist lectures.

#66997
Mon, 1 - 4 PM
August 28 - October 9
Polk Campus, Room 103, $60
No class on 9/4.

#66998
Mon, 1 - 4 PM
October 16 - November 20
Polk Campus, Room 103, $60

#66999
Mon, 1 - 4 PM
November 27 - January 22
Polk Campus, Room 103, $60
No class on 12/25 1/1, & 1/15.

Drawing Instructor Janet Orselli is a multidisciplinary artist who draws, creates sculpture, assemblage, and site-specific installations. Her whimsical assemblage pieces stir viewer imagination and give old objects a new future filled with meaning. Her drawings are meant to capture the essence in each individual. Orselli holds a Masters of Fine Arts degree from Clemson University. She has been chosen for artist residencies at Anderson Ranch, CO; Spring Island, SC; and Kaiserslautern, Germany. She has received three NC Artist Project Grants and a national Pollock-Krasner Foundation Fellowship.

Basic Sculpting
Instructor: Jim Weitzel
Learn the basics of clay sculpture, starting with an introduction to the medium, subject selection and plan drawing. This is followed by basic mold making and resin casting. Students will get their creative juices going with the creation of small-scale sculptures from start to finish. Minimal supplies will need to be purchased prior to class. List available when students register.

#66996
Mon, 10 AM - 12 PM
September 18 - October 23
Polk Campus, Room 103, $60

Jim Weitzel grew up outside of Cleveland, Ohio and was fortunate to spend many hours at the Cleveland Museum of Art and to live just minutes away from the Dali collection that now lives in St. Petersburg Florida. These collections have had a lasting effect on the work that he produces. He attended the Columbus College of Art and Design in Columbus Ohio, Graduating in 1979. For the last 40 years he has been living in North Carolina. Jim’s instructor statement is: “It is my ambition to create large-scale public work and at the same time shine a light on the plight of those who deal with lives disrupted by these conditions.

Photography
Instructor: Giuliana Riley
Improve the quality of your photographs by learning how to set your camera to control the outcome. You’ll learn how to take better pictures of people and pets, landscapes, nature, equestrian events, and travel. Get individualized instruction and hands-on demonstrations while shooting on location. This class will include basic digital image editing techniques. Bring your digital camera with fully charged battery and camera manual, if available.

#67149
Mon, 6 - 9 PM
October 2 - October 23
Rutherford Campus, Willow Room FDN Building, $65
(Registration fee + $5 Institution technology fee)

Giuliana Polinari Riley has previously taught Photography in the Applied Science and Technology Department of Isothermal Community College for over thirty years. She is the recipient of multiple Photography awards from Kodak, Artists Abroad, Verona, Italy, Rutherford County Visual Arts Guild; and she was granted the 2014 and 2019 Regional Artist Project Grants.
CREATIVE/VISUAL ARTS

Fundamentals of Photography
Instructor: Alaina Carnahan
Discussion on that week's photography focus (history, contemporary photographers and their technique and projects). Q & A and critique of class's work. This class will include field trips to off-campus sites.

WEEK 1 COMPOSITION & ELEMENTS OF DESIGN – Thursday Sept 7
• Symmetry, angles, perspective, depth of field
LAB: On site - ICC nature trail loop. Familiarize with gear, still life, hike and photo trail

WEEK 2 DEPTH OF FIELD TO DIRECT ATTENTION – Thursday Sept 14
LAB: On site - ICC still life, nature trail loop

WEEK 3 MOTION – Thursday Sept 21
• Panning, stop action, shake, TIMING!, sports/kids/animals
LAB: Weather permitted, Harmon Field (sports and river small falls)

WEEK 4 LIGHTING - SETTING THE MOOD – Thursday Sept 28
• Low/night, light painting, astrophotography, golden hour & blue hour
LAB: Weather permitted, Harmon Field

WEEK 5 PORTRAITS = COMMUNICATION & PSYCHOLOGY – Thursday Oct 5
• Posed or organic, setting, activities, props to tell the subject's story. Observation
LAB: On Site - volunteer student model from class, “Hands at Work” theme

WEEK 6 FRAMING AND PRESENTATION – Thursday Oct 12th
• Short and long term file sharing and storage, wrap up course with any other discussions
LAB: On site - ICC classroom

*** ARRANGE AND PRESENT END OF COURSE EXHIBITION OF WORK***

#67106
Thursdays, 4:30 - 6:30 PM
September 7 - October 12
Polk Campus, Room 103, $60

Art Appreciation
Instructor: Alaina Carnahan
In this 6 week course, students will meet once a week to learn how to better understand art with discussion of related topics including geography, history, and culture. Hands-on beginner projects incorporating various mediums and techniques will complement lecture and discussion. A primary goal of this course is finishing with a better sense of perhaps not liking a particular piece of art but better understanding how to evaluate it, respectfully discuss and critique art, and expand knowledge of a variety of artforms. Lectures and discussions will be based on a variety of free, accessible sources. No textbook required. For better accessibility, this course welcomes late arrivals by working/caregiver students and will feature optional, but encouraged, hands-on projects to accommodate necessary early departures.

• Understand the basic elements of art
• Abstraction
• Portraiture
• First People's work from around the world
• Post Colonialism
• Contemporary Trends, Issues, and Effects on Society

#67107
Tuesdays, 6 - 8 PM
September 12 - October 17
Polk Campus, Room 103, $60

Introduction to Printmaking
Instructor: Alaina Carnahan
Join 2 Dimensional artist Alaina Carnahan for this 6-week course introducing the basics of printmaking. A brief discussion of materials, techniques and artists is followed by hands-on projects in both additive and reductive processes. For better accessibility, this course welcomes late arrivals by caregivers and working students with projects able to be taken home to accommodate necessary early departures.

#67108
Wednesdays, 5:30 - 7:30 PM
September 13 - October 18
Polk Campus, Room 103, $60

TO REGISTER FOR CLASSES CALL:
POLK CAMPUS - 828-894-3092
RUTHERFORD CAMPUS OR RLC - 828-395-1405

Visit the Continuing Education website
www.isothermal.edu/continuing-education
Wildflowers and Waterfalls Workshop
*Instructor: Alaina Carnahan*
Join photographer and 2-D artist Alaina Carnahan for a fall photo workshop at Pearson's Falls in Saluda, NC. This fun learning opportunity may be taken to complement enrollment in the Fundamentals of Photography course or as a simple 1-day intro course covering basic composition, lighting concepts, and motion photography in nature. Pearson's Falls is an easy trail, well suited for all ages with stairs and some narrow areas. Service dogs are welcome at the site but no pets are allowed on the property. The course will include a break time between shooting the main 2 trails loops; participants are welcome to bring a light snack and beverage (all trash, packaging and containers must be carried out). Boots and shoes with good tread recommended as the trail can be damp. In the event of inclement weather, class will be moved to September 30th. Light rain okay.

*$5 adult entrance fee for Pearson's Falls. Bringing a snack and beverage for break time is advised.*

#67121
Saturday, 10:30 AM - 2:30 PM
September 23
Polk Campus, Off-Site, $25

Foliage & Waterfall Workshop
*Instructor: Alaina Carnahan*
Join photographer and 2-D artist Alaina Carnahan for a fall photo workshop at Pearson's Falls in Saluda, NC. This fun learning opportunity may be taken to complement enrollment in the Fundamentals of Photography course or as a simple 1-day intro course covering basic composition, lighting concepts, and motion photography in nature. Pearson's Falls is an easy trail, well suited for all ages with stairs and some narrow areas. Service dogs are welcome at the site but no pets are allowed on the property. The course will include a break time between shooting the main 2 trails loops; participants are welcome to bring a light snack and beverage (all trash, packaging and containers must be carried out). Boots and shoes with good tread recommended as the trail can be damp. In the event of inclement weather, class will be moved to November 19th. Light rain okay.

*$5 adult entrance fee for Pearson's Falls. Bringing a snack and beverage for break time is advised.*

#67120
Sunday, 10 AM - 2 PM, November 12, Polk Campus, Off-Site, $25

Nature's Beauty & Waterfall Workshop
*Instructor: Alaina Carnahan*
Join photographer and 2-D artist Alaina Carnahan for a fall photo workshop at Pearson's Falls in Saluda, NC. This fun learning opportunity may be taken to complement enrollment in the Fundamentals of Photography course or as a simple 1-day intro course covering basic composition, lighting concepts, and motion photography in nature. Pearson's Falls is an easy trail, well suited for all ages with stairs and some narrow areas. Service dogs are welcome at the site but no pets are allowed on the property. The course will include a break time between shooting the main 2 trails loops; participants are welcome to bring a light snack and beverage (all trash, packaging and containers must be carried out). Boots and shoes with good tread recommended as the trail can be damp. In the event of inclement weather, class will be moved to October 22nd. Light rain okay.

*$5 adult entrance fee for Pearson's Falls. Bringing a snack and beverage for break time is advised.*

#67119
Sunday, 10 AM - 2 PM
October 15
Polk Campus, Off-Site, $25

Visit the Continuing Education website
www.isothermal.edu/continuing-education

TO REGISTER FOR CLASSES CALL:
POLK CAMPUS - 828-894-3092
RUTHERFORD CAMPUS OR RLC - 828-395-1405

Isothermal Community College Continuing Education
Small Engine Repair
Instructor: John Womack
Keep those mowers, chainsaws, tillers, and weed eaters humming along for years to come. Learn not only how to repair these pieces of equipment, but how to maintain them. John will show you how to solve engine problems as well as prevent new ones. We will go from basic to advanced in 8 weeks of class. One night per week, 3 hours per night. This class is a consolidated course from previous small engine and advanced small engine course offerings. Bring tools (screwdrivers, wrenches, etc.) and items to be repaired to the second class (John will provide advice during the first class on what to bring). You must be at least 16 years of age.

#67143
Monday, 6 - 9 PM
September 11 - October 30
Rutherford Campus, Autobody Repair AUB 116B, $70

John Womack has been a Certified Small Engine Mechanic since 1980. In addition he has completed a Small Engine Repair and an Advanced Small Engine Repair course with the Foley-Belsaw Institute of Small Engine Repair in Kansas City, Missouri. John received his initial automotive training here at Isothermal in the Automotive Mechanics class, and has over 30+ years’ experience.

Parenting Adult Children/Grandchildren
Instructor: Jackie Woods, Founder of Adawehi Wellness Village
Jackie will lead the class through group sharing to address best practices and highlight successes of parenting and grandparenting. The goal is to learn how to best interact with our grown children and grandchildren. The “how to” discussion topics will include:

1. How to know when to offer advice and when to stay calm.
2. How to support, rather than make decisions for them.
3. How to support rather than baby their feelings.
4. How to know when it is time to push them out of the nest.
5. How to gracefully exit an argument.
6. How to let them learn from their mistakes.

#67223
September 21 - October 26, $35
Thursdays, 6:30 PM - 7:30 PM
Polk Campus, Room 16

Musical Ensemble
Instructor Johnathan Jones
This course provides an opportunity to perform live music as part of a performing group, culminating in a public concert on the stage of the Foundation Performing Arts Center on campus. All instruments and voices are welcome to participate. Specific musical selections will depend on the composition of the ensemble, but may include music from the Classical, Jazz, Blues, Rock, Country, Folk, Pop, and other similar genres. Participants should be proficient on their instrument or voice, and be able to read music written in standard notation, tab, or lead sheet (chords).

#67206
Tuesday/Thurs 2:40 - 3:35
August 29 - December 14
Rutherford campus, Business Sciences, Room 25, $60

The Business and Craft of Acting
Instructor: Taylor Grace Davis
In this class, students will learn how to launch their career in entertainment by perfecting their skillset as an actor and learning the basics of the industry’s business side. Students will learn how to build resumes without prior experience, network with filmmakers, audition, perform natural and grounded scenes, and apply to talent agencies.

#67175
September 25 - November 13
Monday, 5 - 7PM
Rutherford Learning Center, Room 108, $60

Instructor Taylor Grace Davis has been working professionally in the film and television industry for over fifteen years. Ms. Davis is a member of the SAG-Aftra Union as well as a former member of the Writer’s Guild of America. In addition to working in front of the camera, Davis opened her own production company in 2021 to step behind the camera and begin telling faith-based and hopeful stories.
**Water Exercise**  
_Instructor: Ruth Hils_  
Participate with the group performing rhythmic aerobic water activity to increase muscle strength, muscle endurance and flexibility through water resistance. Participants can move at their own pace and ability.

#66282  
Tues/Thurs, 4:45 - 5:45 PM  
August 1 - November 16  
Rutherford Campus, Student Center, Pool, $60

#67208  
Tues/Thurs, 4:45 - 5:45 PM  
November 28 – March 28  
Rutherford Campus, Student Center, Pool, $60  
No class on 12/19, 12/21, 12/26, 12/28

**Fitness Swim (Lap Swim)**  
_Instructor: Deborah Gerard_  
This class is designed for individuals who wish to develop their cardiovascular fitness through swimming laps. Emphasis is placed on increasing cardiovascular fitness, muscle strength, and muscle endurance. This program is individually paced. You may keep a record of your laps, time, and pulse rate to chart progress.

#67180  
Mon/Wed/Fri, 7 - 7:50 AM  
September 11 - November 29  
Rutherford Campus, Student Center, Pool, $60  
No class on 11/20, 11/22, & 11/24.

#67209  
Mon/Wed/Fri, 7 - 7:50 AM  
December 1 - March 1  
Rutherford Campus, Student Center, Pool, $60  
No class on 1/15 & 2/2.

**Water Exercise / Lap Swim**  
_Instructor: Deborah Gerard_  
This is a combination class. Participants can choose between self-paced laps to develop cardiovascular fitness or participate with the group performing rhythmic aerobic water activity to increase muscle strength, muscle endurance and flexibility through water resistance.

# 67210  
Mon/Wed/Fri, 1 - 1:50 PM  
September 11 - November 29  
Rutherford Campus, Student Center, Pool, $60  
No class on 11/20, 11/22, & 11/24.

# 67211  
Mon/Wed/Fri, 1 - 1:50 PM  
December 1 - March 1  
Rutherford Campus, Student Center, Pool, $60  
No class on 1/15 & 2/2.

**Hiking 101**  
_Instructor: Gabe Isaac, Outdoor Programs Director for Rutherford Outdoor Coalition_  
Hiking 101 is a 30-hour continuing education class that gives participants the opportunity to explore local trails and witness some of the beauty this area of North Carolina has to offer. This class is open to all ages and fitness levels but keep in mind that hiking is a requirement. We will walk slowly and take breaks as needed along the hikes. Hikes must be completed as a group during the scheduled time. Participants should wear comfortable hiking shoes (tennis shoes, hiking boots), and bring water, a lunch, and snacks. We will meet on campus each day of class and carpool to each hike location from there.

#67184  
Mon/Wed, 10 AM - 2 PM  
October 9 - November 8  
Rutherford Campus, Maple Room and Off Campus Locations, $65

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Miles</th>
<th>Rating</th>
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<tbody>
<tr>
<td>Day 1</td>
<td>10 - 11 am</td>
<td>ICC Maple Room: Intro. to Hiking</td>
<td>n/a</td>
<td>m/a</td>
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<tr>
<td>Day 2</td>
<td>10 - 11 am</td>
<td>ICC Maple Room: Trail Safety &amp; ICC</td>
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<tr>
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<td>10 am - 11:30 pm</td>
<td>ICC Trail System</td>
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<td>E</td>
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<tr>
<td>Day 4</td>
<td>10 am - 2 pm</td>
<td>Tom's Creek Falls Trail</td>
<td>1.4</td>
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<tr>
<td>Day 5</td>
<td>10 am - 2 pm</td>
<td>Clear Creek Lake View Trail</td>
<td>1.3</td>
<td>E/M</td>
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<tr>
<td>Day 6</td>
<td>10 am - 2 pm</td>
<td>Bridal Veil Falls</td>
<td>5.0</td>
<td>M</td>
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<tr>
<td>Day 7</td>
<td>10 am - 1 pm</td>
<td>Rumbling Bald</td>
<td>1.5</td>
<td>M/S</td>
</tr>
<tr>
<td>Day 8</td>
<td>10 am - 2 pm</td>
<td>Bearwallow Mountain</td>
<td>2.0</td>
<td>M/S</td>
</tr>
<tr>
<td>Day 9</td>
<td>10 am - 2 pm</td>
<td>Little Brady Falls Trail</td>
<td>1.8</td>
<td>M</td>
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<tr>
<td>Day 10</td>
<td>10 am - 2 pm</td>
<td>Strawberry Gap Trail</td>
<td>5.2</td>
<td>M/S</td>
</tr>
</tbody>
</table>

*Subject to change based on trail conditions.

**Zumba**  
_Instructor: Wavolyn Norville_  
In this 6-week Latin inspired dance class, students of all ages and fitness levels will enjoy working out to simple choreography. Join in on the fun, and burn calories while moving to the rhythm. The best part is that it doesn’t even feel like exercise!

#67152  
Thurs, 6 - 7 PM  
August 31 - October 5  
Student Center, Gym, $40

_Instructor Wavolyn Norville has been a licensed Zumba Instructor since 2011. She previously taught aerobics. Her motto is “We Zumba because we love it!”_
ITALIAN I
Instructor: Giuliana Riley
A practical approach to learning conversational Italian. The class will cover correct Italian pronunciation, grammar, vocabulary, common expressions, and essential phrases related to: exchanging proper greetings, traveling, asking for directions, ordering at a restaurant, and shopping.

Participants will be provided with handouts to practice the material in class with instructor’s assistance, and to take home to study.

#67147
Mon, 6PM - 9PM
August 21 - September 18
Rutherford Campus, Foundation Bldg., Hickory Room, $70
No class on 9/4.

Instructor Giuliana Polinari Riley is a native of Verona, Italy, where she lived for over 20 years, including four years of residence in Rome to study at the “Istituto Magistrale G. Carducci”.

SPANISH 1
Instructor: Carol Womick
Today, it’s more important than ever for English-speakers to have a working knowledge of Spanish. However, it isn’t necessary to spend months memorizing grammatical rules and concepts. This class will involve vocabulary including: colors, numbers, interrogatives, days, months and seasons. Students will learn how to ask and answer basic questions, talk about daily routines, and how to ask and answer questions about the workplace.

Mon, 5 PM - 7 PM
September 11 - October 16
Polk Campus, Room 118, $70

INTRODUCTION TO MANDARIN CHINESE
Instructor: Shirley PuYajie Holycross
This course introduces students to the standard Mandarin Chinese language. This is a beginners’ course therefore, no prerequisite is required. It uses lectures, short plays, interactive exercises and cultural tips to help learners build a fundamental capability of oral Chinese in real-life situations. This course will also touch on, and provide insight to, the Chinese culture and value. At the end of the 6-week course, the learners will reach the following proficiency: Daily words, basic language points, development of intercultural competence. With enough student interest, continuation of Mandarin Chinese language classes will be offered.

#67181
Mon, 5:30 - 7 PM
September 11 - October 16
Polk Campus, Room 103, $45

Instructor Shirley PuYajie Holycross, M.A., holds a Bachelor of Art degree in English Language and Literature from Lanzhou University and a Master of Intercultural Communication from Shanghai International Studies University. She lives in Forest City now and is working as a senior health insurance professional. She was formerly a Language instructor in Xi’an Shiyou University for 12 years and had worked as an adjunct mandarin instructor in North Greenville University in South Carolina and a cross-cultural trainer in Isothermal Community College in North Carolina. Shirley has presented at the 2nd International Conference of Psychology in Health Educational Social and Organizational Settings in 2015 on Multi-perspective Visualization of Chinese University Students’ Values and at the 10th Biennial Congress of the International Academy for Intercultural Research in 2017 on Rediscovering Value Clusters with Social Network Analysis Methods. Her research interests include Language Studies and Cross-Cultural Studies, Human Values and Group Identities; Social Network Analysis and Visualization.

TO REGISTER FOR CLASSES CALL:
POLK CAMPUS - 828-894-3092
RUTHERFORD CAMPUS OR RLC - 828-395-1405

Visit the Continuing Education website
www.isothermal.edu/continuing-education

Contact | Population Served | Contact Information
--- | --- | ---
Charity Hardin, Title IX Coordinator | Employees, Community Members, and Coordinates all Title IX Issues | 828-395-1686 chardin@isothermal.edu
Sandra Lackner, Title IX Deputy Coordinator | Curriculum Students | 828-395-1429 slackner@isothermal.edu
Donna Hood, Title IX Deputy Coordinator | Continuing Education Students | 828-395-1404 dhood@isothermal.edu
Jeremiah McCluney, Title IX Deputy Coordinator | REdCH Students | 828-395-4164 jsmcclun@rcsnc.org
General Contractor Continuing Education
Renewal Course
_Instructor: Neel Hudson_

This class is a Continuing Education course designed for NC Licensed General Contractors. The course includes the 2-hour mandatory course plus 6-hours of elective courses approved by the NC Licensing Board for General Contractors. This course will allow NC Licensed General Contractors to complete the mandatory 8 hours of Continuing Education, in one day, in an in-person setting.

#66289
Saturday, 8 AM - 5 PM
August 19
Rutherford Campus, ETWD, Room 215, $195

#67142
Saturday, 8 AM - 5 PM
October 7
Rutherford Campus, ETWD, Room 215, $195

Vehicle Safety Inspection Certification - Initial and Renewal
_Instructor: Larry Bailey_

This class prepares students to renew and obtain the license for North Carolina Auto Safety Inspection. This course is designed to meet the training requirements (initial and/or renewal) for the Auto Safety Inspection Program administered by the NC Division of Motor Vehicles, License and Theft Bureau. To be licensed as a safety inspector, a mechanic must attend an eight-hour safety course and pass a state certification exam. Topics covered include an overview of DMV regulations, inspection procedures and proper use of diagnostic equipment. Students MUST bring the station number of their employer. Regulations manuals will be provided for use in the classroom.

#67093
Wed/Thurs, 6PM - 10PM
September 13 & 14
Rutherford Campus, Business Sciences, Room 42, $70

#67094
Wed/Thurs, 6PM - 10PM
October 4 & 5
Rutherford Campus, Business Sciences, Room 42, $70

#67095
Wed/Thurs, 6PM - 10PM
November 1 & 2
Rutherford Campus, Business Sciences, Room 42, $70

#67096
Wed/Thurs, 6PM - 10PM
December 6 & 7
Rutherford Campus, Business Sciences, Room 42, $70

TO REGISTER FOR CLASSES CALL:
POLK CAMPUS - 828-894-3092
RUTHERFORD CAMPUS OR RLC - 828-395-1405

Visit the Continuing Education website
www.isothermal.edu/continuing-education
Vehicle OBD II Emissions Inspection Certification - Initial & Renewal  
**Instructor: Larry Bailey**  
This class is designed to meet the training requirements for the Auto Emission Inspection Program administered by the NC Division of Motor Vehicles, License and Theft Bureau. For initial and renewal certification for the emission inspector mechanic license, you must successfully complete an eight-hour emissions course, be prepared to conduct an emissions inspection of a motor vehicle, and pass a written test. Topics covered include an overview of DMV regulations, inspection procedures, and proper use of diagnostic equipment. It is strongly recommended that you take and pass the Initial Vehicle Safety Inspection Certification course before taking the initial Vehicle OBD II Emissions Inspection Certification course. Students MUST bring the station number of their employer. Regulation manuals will be provided for use in the classroom.

#67097  
Wed/Thurs, 6PM -10PM  
October 11 & 12  
Rutherford Campus, Business Sciences, Room 42, $70

#67099  
Wed/Thurs, 6PM -10PM  
December 13 & 14  
Rutherford Campus, Business Sciences, Room 42, $70

Auto Dealers - Renewal  
**Instructor: Dennis Mauk**  
This course will meet the six-hour continuing education requirement for your license renewal as ordered for Independent Auto Dealers by House Bill 432. House Bill 432 mandates that any independent auto dealer seeking renewal of his/her license must show proof of attendance at a DMV-approved, six-hour continuing education class every year. Study will include yearly updated topics such as Salesman License/Registration, Bill of Sale, Warranties, Repossessed Vehicles, Tag Requirements and other State required information.

#67153  
Tuesday & Wednesday, 5PM - 8PM  
October 3  
Rutherford Campus, Foundation Bldg., Hickory Room, $70

Instructor Dennis Mauk is an independent contractor to 15+ Community Colleges where he teaches a 6-hour recertification course for independent automobile dealers. He also developed and teaches a 12-hour new automobile dealer course for the Community College System of North Carolina, one of two approved by the DMV of North Carolina.

Notary Public  
**Instructor: Stephanie Herndon**  
Become a Notary Public! You will learn about the most current legal and ethical procedures and notary laws on how to obtain a notary commission as you prepare for the required North Carolina test. To become a Notary, you must be at least 18 years old, have a high school diploma or GED, live or work in NC, have a valid non-expired government ID, and be able to read, write and speak English. All students must pass the test given at the end of the class with an 80%. All students must bring a black ink pen to complete the notary application in class. Students MUST purchase the 2016 Notary Public Manual prior to the first day of class. This 2016 edition of the North Carolina Notary Public Manual, prepared by the North Carolina Department of the Secretary of State, contains practical instruction, tips, and best practices, essential tools for North Carolina notaries public. It provides updated information including the North Carolina Administrative Code section for notaries that was not in the previous edition. This book is available at the college bookstore and has an estimated cost of $30. See the list of requirements below.

- All students must be at least 18 years of age with a high school diploma or GED  
- All students must show a valid unexpired Government ID  
- All students must have the 2016 Notary public manual on the day of class  
- All student must live or work in NC and be a legal US resident  
- All students must be able to read, write, speak English  
- All students must have a black ink pen to complete the notary application in class  
- All students will need paper to take notes  
- All students must pass the class with an 80%

#67088  
Thursday, 8:30AM - 3:30PM  
September 14  
Rutherford Campus, Foundation Bldg., Hickory Room, $70

#67090  
Saturday, 8:30AM - 3:30PM  
November 18  
Rutherford Campus, Foundation Bldg., Hickory Room, $70

#67091  
Friday, 8:30AM - 3:30PM  
December 15  
Rutherford Campus, Foundation Bldg., Hickory Room, $70
Electronic Notary Certification  
*Instructor: Stephanie Herndon*

Participants are required to have a valid commission as a notary public in NC in order to qualify for the electronic notary certification. This course instructs individuals in procedures required to exercise electronic notarial acts as set forth by the NC Secretary of state. The course will cover NC Electronic notary acts and electronic notary procedures. Participants must have a valid ID, Notary Manual and Electronic Manual for class. Students will also need their notary commission number.

#67207  
Thursday, 9AM - 1PM  
September 21  
Rutherford Campus, Foundation Bldg., Hickory Room, $70

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ServSafe Food Safety Training  
*Instructor: Cindy Hill, certified instructor*

Food contamination episodes can cost restaurants a lot of money. This food safety certification course, developed by the Educational Foundation of the National Restaurant Association, is a comprehensive program for food service professionals in restaurants, hospitals, nursing homes, child-care facilities, and other food-handling establishments. This 16-hour class will teach you food safety, developing standard sanitation operating procedures, examining controls for food borne illnesses, and more. The textbook (ServSafe Manager) with answer sheet is required and should be purchased PRIOR to the first day of class. It is available at the bookstore for approximately $100. Those passing the test will receive ServSafe certification, a program recognized by ANSI as meeting the NC state requirements for Certified Food Protection Manager. You must be at least 18 years old.

#66252  
Mon/Tues, 8:30 AM - 5:30 PM  
August 28 - August 29  
Rutherford Campus, Foundation Bldg., Maple Room, $70

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IRS Continuing Education Tax Seminar  
*Instructor: Dan Thomas*

This comprehensive tax education is provided over three days with a total of 18 IRS Approved CE credits available. Three hours of current tax law updates and two hours of ethics are available to meet IRS requirements. Other seminars are one or two hours in length and cover subjects such as basic 1040 preparation, Schedule C, the Affordable Care Act changes, refundable credits and dependent issues, business taxation, and entity elections. No prerequisite is required, although a basic knowledge of taxes is helpful. The seminars are presented in PowerPoint with handouts to aid in comprehension. A lunch break is midday and “on your own”. CE Certificates are provided and completion is reported by the college directly to the IRS.

#67176  
Thu, 9 AM - 5 PM (1 hour lunch)  
October 5 - 19  
Rutherford Campus, Foundation Bldg., Hickory Room, $70

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Electrical Contractor  
*Instructor: Tim Walker*

This course will give the student a review of the NEC code changes from the viewpoint of the inspector. Students must bring their current N.C. Electrical Code book. This course meets the requirements of the North Carolina State Board of Examiners of Electrical Contractors for 8 contact hours of continuing education credit. This course is not sponsored by the board.

#67161  
Wed, 8 AM - 5 PM (1 hour lunch)  
November 1  
Rutherford Campus, Foundation Bldg., Hickory Room, $70

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**Tim Walker** is an authorized instructor by the NC State Board of Examiners of Electrical Contractors. He has been active in the electrical trade since 1972 and holds both a Level 3 inspector’s license and an unlimited contractor’s license. Tim is an active member of IAEI, serving on their education committee. Tim was named 2011 Instructor of the Year by the NC State Board of Examiners of Electrical Contractors.
HAVE YOU RECEIVED A TRAFFIC CITATION?

Don’t let that ticket ruin your driving record. The District Attorney, Clerk of Court, and judges want us to be safer drivers. If you have been charged with a minor traffic violation in the 29th Judicial District (McDowell and Rutherford) or other counties in North Carolina honoring the National Safety and Health Council’s Defensive Driving Program, you may elect to have it reduced by the District Attorney. Isothermal Community College offers the Defensive Driving Program through the National Safety Council of North Carolina, which trains motorists in the principles of safe driving.

The course should be completed and the information presented to the Clerk of Court for payment no later than two (2) working days before your scheduled court date.

**Defensive Driving 4-hour** class is offered on select Wednesdays and Saturdays of the month. You must pre-register and pay no later than Monday, 12 PM (noon) for the Wednesday class or Wednesday, 12 PM (noon) for the Saturday class.

Fee: $65

**Defensive Driving 8-hour** class is offered the last Saturday of each month. You must pre-register and pay no later than Wednesday, 12 PM (noon) the week of the class.

Fee: $85

**Alive at 25** classes is for any student between the ages of 16 and 24 years. This 4-hour class is offered on select Tuesdays of each month. You must pre-register and pay no later than Tuesday, 12 PM (noon) the week of the class.

Fee: $65

**Occasionally classes have to be canceled or dates changed. Do not wait until the last possible class date before your court date to take the class.**

Visit the Continuing Education website
www.isothermal.edu/continuing-education

**TO REGISTER FOR CLASSES CALL:**
POLK CAMPUS - 828-894-3092
RUTHERFORD CAMPUS OR RLC - 828-395-1405
Basic Culinary Skills
This extensive 212 contact hours of training will introduce the concepts, skills and techniques for volume food production. Emphasis will be on the development of skills in knife, tool and equipment handling and applying the principles of food preparation. Additionally, students will learn how one taste effects another by proper pairings of foods, build their pallet, and broaden their knowledge of the chemistry of food.

During the course, which will include lecture and hands-on training, students will focus on traditional cooking along with new and innovative cooking techniques. They will develop professional prep skills using industry recognized methods, and explore occupation opportunities. Students who successfully complete the course will receive a certificate of completion issued by Isothermal Community College.

Costs for course include $180 course registration fee, $140 culinary text book, $100 professional culinary uniform.

As part of the Isothermal Culinary Arts program, short-term, specialized trainings will be offered throughout the semester. These trainings will be theme-based and give everyone a chance to explore specific areas of interest. Join our culinary e-mail list and receive notice of all Culinary Arts courses.

To join our culinary e-mail list, contact Dee Spurlin at 828-395-1416, dspurlin@isothermal.edu
Go to bookstore.isothermal.edu for most up-to-date information. Most all materials can be ordered through the website.

**Hours**

*Monday 9 am – 6 pm, Tuesday – Thursday 9 am – 3:30 pm, Friday 9 am – 1 pm*

Extended hours during the week before and two weeks after the first day of the semester:

*Monday – Thursday 8:30 am – 6 pm, Friday 8:30 am – 3 pm*

*Hours are subject to change with out notice.*

Isothermal Bookstore carries a full-line of apparel, supplies and accessories with the school logo.

We also have a wide selection of Jansport bookbags with lifetime warranties that sell for 15-30% below retail.

Please contact us at 828-395-1633 with any questions or concerns.

Don’t forget to check out our CLEARANCE Books!

---

**Chat with Pat**

Our new chatbot is available 24/7 at isothermal.edu to answer your questions about Isothermal.

---

**Check out Career Coach!**

Career Coach will allow you to discover majors, in-demand careers, and education based on your interests. Using this FREE tool, you can:

- Take a career assessment to learn about yourself and Career Coach will give you career suggestions based on your interests.
- Browse or search for careers and explore relevant data on wages, employment, and the training you need.
- Browse or search for programs at Isothermal that lead to the career you want.
- Build a professional resume.
Free ESL Classes
Clases gratuitas de ESL

ESL classes at Isothermal Community College are open to all who are interested in building their English language skills.
Las clases de ESL en el Isothermal Community College están abiertas a todos los que estén interesados en mejorar sus conocimientos de inglés.

Classes in Rutherford and Polk County
Clases en los condados de Rutherford y Polk

Open Enrollment
New students can join everyday
Matrícula abierta
Los nuevos estudiantes pueden incorporarse todos los días

Easy to Start
Walk in to class and say “hi”
Fácil de comenzar
Entrar en clase y decir “hola”

Free
No cost to participate, all materials provided
Gratis
La participación es gratuita, se proporcionan todos los materiales

<table>
<thead>
<tr>
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<th>Address</th>
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<td>Rutherford Campus</td>
<td>Foundation building, Pine room 286 ICC Loop Rd Spindale, NC 28160</td>
<td>M, T, W, Th</td>
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<td>Childcare provided for free Cuidado de niños gratuito</td>
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<tr>
<td>Polk Center</td>
<td>Room 124 1255 W Mills St Columbus, NC 28722</td>
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<td>6pm – 8pm</td>
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<td>New classes can be opened any time. Se pueden abrir nuevas clases en cualquier momento.</td>
</tr>
</tbody>
</table>

For more information contact Amy Galla 828-395-1361
(no text messages) agalla@isothermal.edu
Para más información, llame o envíe un correo electrónico
Amy Galla 828-395-1361 (no mensajes de texto) agalla@isothermal.edu
Free Computer Class for Beginners!
Explore and learn

I. Basic Computer Skills
   • Turning on and navigating a new device
   • Troubleshooting basic computer challenges
   • Setting up user preferences on a computer

II. Internet Basics
   • Navigating an internet browser to complete a personal goal
   • Identifying specific search terms to produce a successful internet search
   • Differentiating between safe websites and those with possible malware or viruses

III. Using Email

ISOTHERMAL COMMUNITY COLLEGE

Call to Learn More!

828-395-1631

NEW

CLASSES PROVIDED AT THE POLK CAMPUS AND RUTHERFORD CAMPUS.
WHAT IS THE SBC?
The Small Business Center is a part of the NC Community Colleges Small Business Network. We are our states largest state-supported small Business Assistance incentive. Over 30 years old, we were started back in 1984. The Small Business Center Network has at least one Small Business Center at each of our Community Colleges.

WHERE CAN I FIND IT?
The Small Business Center is located at Isothermal Community College and serves both Polk and Rutherford County. The office is in the Engineering Technology Workforce Development Building.

WHAT CAN IT DO FOR ME?
The Small Business Center focuses on entrepreneurship, Small Business and economic development with emphasis on assisting start-ups and existing businesses seeking disaster assistance or referral information all free.
Confidential Counseling
Webinars and Seminars
Starting your Business
Developing your Business Plan
Marketing your Business
Financing your Business
Selling to the Government
Expanding your Business

There are many free online webinars available at: https://www.ncsbc.net click on training and scroll down to SBCN State Office.

Check the website for a complete list of webinars and seminars for the Small Business Center
Online registration is preferred at: https://www.ncsbc.net//center.aspx?center=75260

For more information call Dee Spurlin at 828-395-1416 or e-mail dspurlin@isothermal.edu

Co-sponsored by Isothermal Community College Small Business Center
Career and Employment Resource Center  
Training People for Success in the Workforce

Whether unemployed, employed but looking to make a change, or entering the job market for the first time, the path to successful employment starts with being prepared. Human Resource Development (HRD) workshops are geared toward equipping job seekers with information, skills, self-awareness and insight into workplace expectations.

**Where Do I Fit In?**  
Tuesday, August 22  
10 AM—12PM
Exploration and assessment for self-awareness. Complete an individual compatibility analysis to your prospective career field. Learn where you already have match points and where you may have weaknesses that could affect your success. Plan strategies to overcome your hurdles.

**Time Management**  
Wednesday, August 30  
10 AM—12 PM
Learn to plan and schedule tasks to meet deadlines, get tips to allocate time and resources efficiently and learn to prioritize competing tasks.

**Résumé Writing**  
Tuesday, September 12  
9 AM—12 PM  
Tuesday, November 7  
2 PM—4 PM
Students will learn how to take inventory of their skills, education, experience and attributes, and present this information in the format most beneficial to them individually.

**Master the Interview**  
Wednesday, October 11  
9 AM—11 AM  
Thursday, November 9  
2 PM—4 PM
Students will learn how to prepare mentally, physically and emotionally for an interview. Learn what HR directors say are their biggest complaints when interviewing.

**Mock Interviews**  
Wednesday, October 18  
9 AM—11 AM  
Thursday, November 16  
2 PM—4 PM
Come prepared with a sample job posting of your choosing and a copy of your résumé.

**Strategic Job Search**  
Thursday, September 28  
2 PM—4 PM
Assess your job search attitude/aptitude and develop a plan to overcome your weak areas. Learn how to network and use proven strategies for a successful job search. Receive tips and tools to stay organized and on track for employment.

**Communication Fundamentals**  
Wednesday, October 25  
2 PM—4 PM
Learn the definition of communication; discuss the process and methods. Discover what factors affect communication. Explore strategies for enhancing communication.

**The Exceptional Employee**  
Wednesday, December 6  
10 AM—12 PM
Exceptional employees are those that stand out; who understand the dynamic of the workplace and practice skills that get them noticed. Everyone has the opportunity to be an exceptional employee; it has more to do with your attitude than your hard skills. Come learn tips, do some self-reflection and view the workplace from different perspectives.

**CLASSES ARE OPEN TO ANYONE IN OUR COMMUNITY.**

Fees for these courses can be waived if the person qualifies, including those unemployed, underemployed, or who have received notice of layoff.

For more information or to reserve a seat, contact Karen Marshall, 395-1163 or kmarshall@isothermal.edu
It’s never too late! Earn your diploma at ICC!

FREE CLASSES
✓ Complete your high school diploma
✓ Prepare for High School Equivalency exams (GED® and HiSET®)
✓ Improve ASVAB Scores
✓ Prepare for college
✓ Prepare for employment

START TODAY!

MORE INFORMATION
Barbara Callahan
828-395-1631
bcallahan@isothermal.edu

Foundation Building, Oak Room
286 ICC Loop Rd
Spindale, NC 28160

CLASES GRATIS DE ESL

Aprende a hablar inglés para...
✓ Trabajo
✓ Participación en la comunidad
✓ Ayudar a los niños con la tarea
✓ Mejore al hablar, leer, escribir y escuchar

¡¡¡Únete hoy!!!

Más información
Amy Galla
828-395-1361
agalla@isothermal.edu

Foundation Building, Oak Room
286 ICC Loop Rd
Spindale, NC 28160
WHO SHOULD HAVE A National Career Readiness Certificate™?

Here’s how to get one....
The National Career Readiness Certificate (NCRC) is based on the ACT WorkKeys Industry Skills Assessment System.

Examinees must successfully complete the three assessments which measure a range of essential work skills in each area. Assessments are offered on a regular schedule through the Continuing Education Department.

ACT’s National Career Readiness Certificate™ (NCRC) PROVES to employers that you have the skills to do the job.

It is a portable, industry-recognized, research-based credential that certifies essential skills needed for workplace success. To earn a NCRC, students are assessed in:

• Workplace Documents
• Applied Math
• Graphic Literacy

Certificates are issued according to assessed skill levels: Bronze, Silver, Gold or Platinum

For more information or to schedule a test date, contact Karen Marshall, 828-395-1163, or kmarshall@isothermal.edu

EMERGENCY SERVICES

Basic Law Enforcement Training (BLET)
The Basic Law Enforcement Training Program (BLET) taught at Isothermal Community College is a 640-hour program that prepares students to become certified law enforcement officers. With a staff of more than 40 instructors, the BLET includes 33 topics that cover virtually every basic task that an inexperienced officer should know.

The BLET meets from 6:00 pm to 10:00 pm Monday through Friday with some weekend trainings. The program lasts approximately nine months. Students in BLET are exposed to a broad array of training including both classroom lecture, and hands-on skill training (driver training, firearms, etc.) The BLET program is regulated by the NC Criminal Justice Training and Standards Commission. As such, the BLET must meet the highest standards as it trains each class of future law enforcement officers. Exciting, challenging, demanding, and rewarding, the BLET program is your entry into a career like no other!

Call today, and begin... A Career That Makes A Difference!

Basic Law Enforcement Training Course Topics

• Course Orientation
• Physical Fitness Training
• Ethics for Professional Law Enforcement
• Arrest, Search, and Seizure/Constitutional Law
• Elements of Criminal Law
• Communication Skills for Law Enforcement Officers
• Law Enforcement Radio Procedures and Information Systems
• Field Note taking and Report Writing
• Interviews: Field and In-Custody
• Subject Control/Arrest Techniques
• Juvenile Laws and Procedures
• Fingerprinting and Photographing Arrestees
•Dealing with Victims and the Public
• Criminal Investigation
• ABC Laws and Procedures
• Motor Vehicle Law
• Law Enforcement Driver Training
• Crime Prevention Techniques
• First Responder
• Domestic Violence Response
• Controlled Substances
• Tech. of Traffic Law Enforcement
• In-Custody Transportation
• Traffic Accident Investigation
• Explosives and Hazardous Materials Emergencies
• Individuals w/ Mental Illness and Mental Retardation
• Crowd Management
• Preparing for Court and Testifying in Court
• Patrol Techniques
• Sheriff’s Responsibilities: Detention Duties
• Sheriff’s Responsibilities: Court Duties
• Civil Process
• Firearms

Admission Criteria

• A U.S. Citizen
• Possess a valid driver’s license
• Be a high school graduate (or GED)
• Be at least 20 yrs. old (in some cases, 19)
• Have no serious criminal or traffic violations
• Be in good physical health

Call Brenda McFarland (828)-395-1668 to sign up for classes today!

Next Class Starting JAN 2024!
DO YOU HAVE A PASSION, SKILL OR KNOWLEDGE YOU WOULD LIKE TO SHARE?

We are always looking for new ideas and instructors.

Contact Karen Marshall at kmarshall@isothermal.edu, 828-395-1163 or Katie Canipe at kcanipe@isothermal.edu, 828-395-1484.
START YOUR PLANNING NOW FOR THE 2024 CLASS

Professional Truck Drivers are in high demand!

Complete our program in 8.5 weeks. Scholarships are available to those who qualify.

Call Today 828-395-1416

Massage THERAPY

Classes Starting November 2023!

For course details see page 6.

For more information contact Polk Campus at 828-395-1098.

This program is consistent with the standards of practice held by the North Carolina Board of Massage and Bodywork Therapy.