

# EDUCATION

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Cascade Campus  
Technology Education Building (TEB), Room 209  
971-722-5191, 971-722-5229 or 971-722-5430

[www.pcc.edu/pcc/pro/progs/ed/](http://www.pcc.edu/pcc/pro/progs/ed/)

## CAREER AND PROGRAM DESCRIPTION

PCC's Education Department offers a Paraeducator Degree and Certificate, Library/Media Assistant Certificate, in addition to Teacher Relicensing and Elementary Education Transfer courses. These programs are designed to prepare students who wish to work in a variety of educational and library settings.

The Paraeducator degree and certificate are designed for those who would like to work as Instructional Assistants in educational settings. They prepare students to resolve everyday challenges and to professionally support teachers in planning, presenting and evaluating instruction and learning. The Paraeducator's responsibilities may include assisting small group instruction in reading, math, English language development, assisting individual students in the above academic areas and self-help skills, daily living skills, following behavior programs as directed by the teacher, and preparing and assembling materials. The particular responsibilities assigned to a Paraeducator (instructional assistant) depend on the program and personnel in each school. Employment opportunities exist in Portland and in surrounding areas as a result of the present legislative support for equal education for students with special needs. The program is designed for persons of all ages, races, cultures and economic backgrounds. The program values and encourages diversity in the field of education. This is an Oregon Department of Education approved statewide program that meets the requirements of No Child Left Behind for "highly qualified" status.

The Library/Media Assistant Certificate prepares graduates to qualify for jobs in school libraries, public libraries and corporate libraries. Employment opportunities exist throughout the greater metropolitan area. The library/media assistant works in all aspects of library and media center operations including technical processing, circulation procedures and reference materials, literature and literature promotion, computer applications and operations such as multimedia, publishing, database and spreadsheet development and maintenance, and communication with the public.

The Library/Media Assistant Certificate offers students the ability to select from two options:

1. A less than one-year certificate program that develops skills used in school, public and corporate libraries and media centers. Two terms of practicum are included.
2. An Associate of General Studies Degree. Students take a combination of 45-60 credit hours from option one, plus 16 credit hours of General Education in order to complete the 90 credit hours necessary to receive an associate degree. Students completing the two-year option have varied experiences in the field of libraries, media centers, and audio-visual departments. Each student's program must be approved by the Education Dept.

Education courses may also be applied to the 90 credit hours required for an Associate of General Studies Degree. See a program advisor for information about transferring to a four-year institution. Many classes will be available via distance learning during the year. Please refer to the quarterly schedule or contact education faculty for details.

Elementary Education transfer students are allowed to take up to 9 credit hours from the Education Department as general electives without being admitted into the program. Students will be expected to meet the same prerequisite in writing and be in good academic standing. Students interested in elementary education may wish to pursue an Associate of Arts Oregon Transfer Degree, transferable to four-year public universities and colleges in Oregon. Contact an Education Department advisor for more information. ED 224 is recognized as transferable to teacher education programs statewide. Students should check with the institution to which they will be transferring regarding the transferability of other Education Department courses.

Teacher relicensing candidates may use PCC education courses to meet state requirements. Contact Oregon Teacher Standards and Practices Commission at 503-378-3586 or [www.tspc.state.or.us](http://www.tspc.state.or.us) for specific requirements. Interested students should also contact an Education Department advisor. Education Courses numbered 101 or higher may generally be used for relicensing. See Course Description (ED prefix) section for a complete listing of ED courses.

PCC's Education Department works in conjunction with Northwest Regional Educational Service District (NWRES D) and Multnomah Educational Service District (MESD) Outdoor School to offer students the opportunity to gain experience while working with sixth-grade students in an outdoor school setting. For more information contact the Education Department or the NWRES D or MESD Outdoor School Departments.

## DEGREES AND CERTIFICATES OFFERED

### Associate of Applied Science Degree

Paraeducator

### One-Year Certificate

Paraeducator

### Less than One-Year Certificate

Library/Media Assistant

## PREREQUISITES AND REQUIREMENTS

Admission to the Paraeducator or Library Media Programs requires an interview and application. Please contact an education advisor to pick up application materials and to set an appointment for the initial interview. When completing the application process, please bring photocopies of transcripts and the completed application form to the education department for review.

Students are required to demonstrate competencies in writing, reading, mathematics and computer literacy (students must complete CAS 121 and CAS 133 or pass competencies).

Check individual courses for prerequisite or basic competencies required. Many courses require placement test scores high enough to qualify students for enrollment in WR 121 and/or MTH 65. Students may have to be fingerprinted and submit a criminal background check prior to practicum experiences in public schools. Students may enter the program at any point during the year. It is recommended that Paraeducator Degree and Certificate students take ED 100 near the start of their studies and take ED 263 as a capstone course at the end. Students should be mindful that although completion of MTH 65 is not a program requirement completion of MTH 65 or placement into MTH 95 is a comprehensive degree requirement.

## PARAEDUCATOR AAS DEGREE

Minimum 90 credits. Students must also meet Associate Degree Comprehensive Requirements and Associate of Applied Science Requirements. Students must complete a total of sixteen credits of General Education. Some courses specified within the program may be used as General Education. Students should consult with program advisors for course planning.

### Paraeducator Degree Credit Summary

ED	47
ED Gen Education Program Electives	14
Remaining General Education	12
ED Specialization Electives	9
PSY	4
WR	4
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	Credit Total 90

### Paraeducator Degree Core Courses

ED	100	Introduction to Education	3
ED	102	Displays & Graphics for Educators	3
ED	123	Instructional Methods: Reading	3
ED	124	Instructional Methods: Math and Science <sup>3</sup>	3
ED	131	Applied Learning Theory	3
ED	136	Computers in Education	3
ED	217	Classroom Management	3
	or		
ED	252	Behavior Management	(3)
ED	224	Foundations of Education	3
ED	251	Overview of Exceptional Learners	3
ED	258	Multicultural Education: Principles <sup>1</sup>	3
ED	259	Multicultural Education: Applications <sup>1</sup>	3
ED	263	Portfolio Development	2
ED	268	Introduction to Developmental Disabilities <sup>1</sup>	3
ED	269	Introduction to Teaching the Learning Disabled <sup>2</sup>	3
ED	270	Practicum	3
ED	271	Practicum II	3
ED	290	Sheltered Instruction for English Language Learners <sup>2</sup>	3
ED	291	Bilingual and ESL Strategies <sup>2</sup>	3
PSY	215	Human Development*	4
WR	121	English Composition	4
	Education Specialization Electives		9
	Remaining General Education		12
	Paraeducator General Education Program Electives <sup>4</sup>		14

\*Could be used as General Education

<sup>1</sup> Only two courses are required.

<sup>2</sup> Only two courses are required.

<sup>3</sup> Math 211 may be substituted

<sup>4</sup> Any course from the General Education list. Must include a minimum of four credits from each category

### Education Specialization Electives

ED	103	Desktop Publishing for Educators	3
ED	104	Multimedia for Educators	3
ED	109	Library Procedures	3
ED	111	Selection of Library Materials	3
ED	112	Introduction to Children's Literature	3
ED	114	Reference Materials	3
ED	115	Storytelling	2
ED	116	Literature for Adolescence and Young Adults	3
ED	161	Leadership Through Advocacy	3

		and Representation	1
ED	162	Leadership Through Civic Engagement	2
ED	163	Personal Leadership Development	3
ED	171	Computers in Education II	3
ED	206	Seminar: Advanced Education Techniques	3
ED	214	Practicum: Outdoor School	3
ED	217	Classroom Management	3
ED	218	Working with Paraeducators	3
ED	252	Behavior Management	3
ED	258	Multicultural Education: Principles	3
ED	259	Multicultural Education: Applications	3
ED	260	Multicultural Literature for Children and Young Adults	3
ED	268	Introduction to Developmental Disabilities	3
ED	269	Introduction to Teaching the Learning Disabled Student	3
ED	272	Practicum III	3
ED	290	Sheltered Instruction for English Language Learners	3
ED	291	Bilingual and ESL Strategies	3
ED	298A	Special Projects in Education	1
ED	298B	Special Projects in Education	2
ED	298C	Special Projects in Education	3
ED	298D	Special Projects in Education	4
ED	298E	Special Projects in Education	5

## PARAEDUCATOR ONE-YEAR CERTIFICATE

Minimum 51 credits. Students must meet certificate requirements.

### Paraeducator Certificate Credit Summary

ED	47
PSY	4
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	Credit Total 51

### Education Certificate Core Courses

ED	100	Introduction to Education	3
ED	102	Displays & Graphics for Educators	3
ED	123	Instructional Methods: Reading	3
ED	124	Instructional Methods: Math and Science <sup>3</sup>	3
ED	131	Applied Learning Theory	3
ED	136	Computers in Education	3
ED	217	Classroom Management	3
	or		
ED	252	Behavior Management	(3)
ED	224	Foundations of Education	3
ED	251	Overview of Exceptional Learners	3
ED	258	Multicultural Education: Principles <sup>1</sup>	3
ED	259	Multicultural Education: Applications <sup>1</sup>	3
ED	263	Portfolio Development	2
ED	268	Introduction to Developmental Disabilities <sup>1</sup>	3
ED	269	Introduction to Teaching the Learning Disabled <sup>2</sup>	3
ED	270	Practicum	3
ED	271	Practicum II	3
ED	290	Sheltered Instruction for English Language Learners <sup>2</sup>	3
ED	291	Bilingual and ESL Strategies <sup>2</sup>	3
PSY	215	Human Development	4

<sup>1</sup> Only two courses are required.

<sup>2</sup> Only two courses are required.

<sup>3</sup> Math 211 may be substituted

## LIBRARY/MEDIA ASSISTANT LESS THAN ONE-YEAR CERTIFICATE

Minimum 44 credit hours. Students must meet certificate requirements.

### Library/Media Assistant Certificate Credit Summary

ED		44	
		Credit Total 44	
ED 102	Displays and Graphics for Educators	3	
ED 103	Desktop Publishing for Educators	3	
ED 104	Multimedia for Educators	3	
ED 109	Library Procedures	3	
ED 111	Selection of Library Materials	3	
ED 112	Introduction to Children's Literature <sup>2</sup>	3	
ED 114	Reference Materials	3	
ED 115	Storytelling <sup>1</sup>	2	
ED 116	Literature for Adolescence and Young Adults <sup>1</sup>	3	
ED 136	Computers in Education	3	
ED 171	Computers in Education II	3	
ED 206	Seminar: Advanced Education Technologies	3	
ED 224	Foundations of Education	3	
ED 260	Multicultural Literature for Children and Young Adults <sup>1</sup>	3	
ED 270	Practicum I <sup>2</sup>	3	
ED 271	Practicum II <sup>2</sup>	3	
ED 272	Practicum III <sup>2</sup>	3	

<sup>1</sup>Only two of the three literature courses are required.

<sup>2</sup>Only two of the three practicums are required.

## COURSE DESCRIPTIONS

**ED 100 Introduction to Education for Paraeducators 3.00** Explores the roles of a variety of personnel in schools. Includes personal responses to school situations, students, other personnel and the roles of schools in American Society. Examines ethical, legal, and administrative implications for educators. Recommended as an initial course for those contemplating a career in education. Course is designed to ease the transition of students to college-level study. Audit available.

**ED 102 Displays & Graphics for Educators 3.00** Presented as a means of visual communication that develops an understanding and usage of the Internet, digital camera, scanner, and word processing for graphics. Introduces dry mounting, laminating, enlarging, copying, poster making, award making and bulletin board creating. Provides opportunities to empower the prospective librarians/teachers with the ability to promote content in different modalities. Prerequisite: CAS 133 or ED 136. Audit available.

**ED 103 Desktop Publishing for Educators 3.00** Introduces desk-top publishing. Produces materials to be used in an educational setting using flat-bed scanners, graphics sources, layout guidelines and design rules. Prerequisites: ED 136. Audit available.

**ED 104 Multimedia for Educators 3.00** Develops and evaluates multimedia presentations for use in schools and libraries. Multimedia presentation guidelines will be used in planning and developing materials. Audit available.

**ED 109 Library Procedures 3.00** Introduces structure, functions, and procedures in libraries. Provides a base on which to build specific skills needed for employment in libraries. Covers knowledge and use of the Dewey Decimal System, electronic card catalog/circulation systems, procedures for processing, and maintaining collections, basic terminology and policies. Prerequisite: Placement test scores qualifying student to enroll in WR 121. Audit available.

**ED 111 Selection of Library Materials 3.00** Provides an introduction to the selection and evaluation of library materials. Covers library standards, selection policies, verification tools, censorship and copyright laws. Audit available.

**ED 112 Introduction to Children's Literature 3.00** Introduces children's literature, authors and illustrators. Covers current and classic works, book awards, artistic and literary elements, introduction to genres, basic book discussion techniques, and audio-visual and electronic formats. Prerequisite: WR 115. Audit available.

**ED 114 Reference Materials 3.00** Introduces reference materials and sources as well as reference procedures in the library. Overview and evaluation of standard reference sources in print format as well as electronic format is central. Learn to design search strategies for efficient location of information and to conduct effective reference interviews. Prerequisites: Placement test scores qualifying student to enroll in WR 121. Audit available.

**ED 115 Storytelling 2.00** Provides introduction into how to do storytelling. Different storytelling techniques will be demonstrated and practiced in the course. Audit available.

**ED 116 Literature for Adolescence and Young Adults 3.00** Covers contemporary literature being read by young people of high school age, literature-related audio-visu-als, and various specialized reading lists and bibliographies. Includes controversial areas in young adult literature. Audit available.

**ED 123 Instructional Strategies: Reading 3.00** Introduces components of the reading process and techniques for teaching reading to kindergarten through grade 8 students. Includes assessment and methods for teaching students with special needs. Prerequisites: WR 115 and RD 115. Audit available.

**ED 124 Instructional Strategies: Mathematics/Science 3.00** Presents strategies for teaching, reinforcing, and assessing basic math concepts by moving in a continuum from concrete to abstract. Emphasizes using manipulatives to introduce concepts in addition, subtraction, division, fractions, and place value. Covers the use of writing to reinforce and assess math concepts and integration of math concepts into science curriculum. Prerequisites: MTH 60 or higher; placement into WR 121. Audit available.

**ED 131 Applied Learning Theory 3.00** Prepares teachers and instructional assistants to work in a standards-based setting. Offers strategies to plan and implement instruction, assess student progress and instructional effectiveness, and re-teach as needed. Focuses on learning and motivational theories that apply to instructional situations. Includes creating and studying activities for specific learning problems. Prerequisites: WR 115 and RD 115. Audit available.

**ED 136 Computers in Education 3.00** Introduces students to the many educational uses of computers and how to integrate educational technology into the curriculum. Prerequisites: Completion of WR 115; RD 115; and CAS 133. Audit available.

**ED 161 Leadership Through Advocacy and Representation 1.00** Provides students serving on college or community decision-making bodies with the opportunity to develop leadership skills gained by representing and advocating for a constituency group. Students will process the skills learning by serving on committees that are associated with communication techniques, problem solving, interpersonal skills, research, and team work. Instructor permission required. Audit available.

**ED 162 Leadership Through Civic Engagement 2.00** Provides students with the opportunity to hone their leadership skills by participating in activities associated with civic engagement through community service projects and volunteer roles. Students will develop leadership skills by working on meaningful projects that cultivate team work, communication techniques, group dynamics, project management, organization and evaluation. Instructor permission required. Audit available.

**ED 163 Personal Leadership Development 3.00** Provides an overview of leadership theory, styles and skills. Student leaders will be provided with the opportunity to develop skills through skill-building exercises, professional networking techniques, group process and teamwork methods, basic communication techniques, prioritizing, goal setting and other basic information necessary for those anticipating leadership roles. Instructor permission required. Audit available.

**ED 171 Computers in Education II 3.00** Provides introduction to all aspects of the Internet and email. Use internet browser. Recommended: Basic computer knowledge. Audit available.

**ED 206 Seminar: Advanced Education Techniques 3.00** Provides time and direction for investigating current issues in education. Audit available.

**ED 208 Outdoor School Leadership Practicum 2.00** Gain training and experience teaching and leading sixth graders at outdoor school. Requires attending at least one full day training session (10-12 hours) at the outdoor school site prior to the scheduled assignment to work for 1 week, approximately 16 hours per day, 4 days, at a residential outdoor school for 6th graders.

**ED 209 Practicum 3.00** Spend nine hours per week in a supervised field experience after an orientation. Audit available.

**ED 210 Practicum 3.00** Spend nine hours per week in a supervised field experience after an orientation. Audit available.

**ED 211 Practicum 3.00** Spend nine hours per week in a supervised field experience after an orientation. Audit available.

**ED 214 Practicum: Outdoor School 3.00** Gain training and experience teaching and counseling sixth graders in an outdoor setting. Requires attending two evening training sessions; spending one week at an outdoor camp; keeping a journal and submitting a summation paper to the PCC coordinator. Audit available.

**ED 216 Practicum: Seminar 1.00** Discuss practicum experiences, problems and successes. Concurrent enrollment in a practicum is required. Audit available.

**ED 217 Classroom Management 3.00** Introduces several approaches to proactive classroom management. Strategies for setting up an appropriate room environment and establishing procedures, systems, and rules will be introduced and practiced. Behavior management will also be introduced and practiced. Prerequisites: WR 115 and RD 115. Audit available.

**ED 218 Working with Paraeducators 3.00** Assists classroom teachers in developing effective methods to work effectively with paraeducators in their classrooms. Methods of assigning responsibilities, training, monitoring and supporting performance, and providing feedback will be explored along with communication and problem solving techniques. Prerequisites: RD 115, WR 115. Audit available.

**ED 224 Foundations of Education 3.00** Provides an overview of the history and current issues in the field for K-12 education including the impact of philosophy on practice. Prerequisites: RD 115 and WR 115. Audit available.

**ED 251 Overview of Exceptional Learners 3.00** Introduction to diverse conditions of students with special needs in public schools. Identifies and defines the following disabilities: learning disabilities, emotional and behavior disorders, mental retardation, severe and multiple disabilities, autism, health impairments, physical disabilities, communication disorders, vision impairments, hearing loss, and traumatic brain injury. Audit available.

**ED 252 Behavior Management 3.00** Behavior terminology will be defined and applied. Students will demonstrate and practice baselining, setting up a program, reinforcing, modeling, shaping, chaining, monitoring and graphing data. Audit available.

**ED 258 Multicultural Education: Principles 3.00** Introduces philosophy, activities, and materials applied in developing a culturally sensitive multicultural classroom and curriculum. Achieves an understanding of multicultural education and its impact on teaching in the classroom. Prerequisites: RD 115 and WR 115. Audit available.

**ED 259 Multicultural Education: Applications 3.00** Provides an in depth view into multicultural educational issues in the K-12 setting today. Gain skills to develop cultural appropriate pedagogy, materials and curriculum in order to serve the needs of an increasingly diverse US educational system. Prerequisite: WR 115, RD 115. Audit available.

**ED 260 Multicultural Literature for Children and Young Adults 3.00** Introduces multicultural literature for early childhood through young adult. Emphasizes contemporary literature representing a range of cultures in the U.S. as well as worldwide. Covers selection and evaluation, cultural considerations, and book awards. Prerequisites: Placement test scores qualifying student to enroll into WR 121. Audit available.

**ED 263 Portfolio Development 2.00** This is a capstone course for the Paraeducator and Library/Media Certificate programs. Students will prepare professional portfolios that demonstrate the competencies they have developed during the program. It may also be taken by others in the field of education who wish to create professional portfolios. Prerequisite: WR 115, RD 115 and MTH 60 or equivalent placement test scores. Audit available.

**ED 268 Introduction to Developmental Disabilities 3.00** Provides background information on teaching techniques, expected achievement levels, intellectual functioning, goals and objectives for working with students with developmental disabilities. Emphasizes physical and mental development from birth and familiarity with the known causes, classifications and terminology used in the field of special education. Audit available.

**ED 269 Introduction to Teaching the Learning Disabled Student 3.00** Defines terms associated with learning disabilities and behavior disorders. Includes diagnostic procedures, remedial programs and teaching techniques. Audit available.

**ED 270 Practicum I 3.00** Spend a minimum of 100 hours in a supervised field experience. Participate in group debriefing sessions as arranged by PCC supervisor. Prerequisite: Permission of Department/Instructor. Audit available.

**ED 271 Practicum II 3.00** Spend a minimum of 100 hours in a supervised field experience. Participate in group debriefing sessions as arranged by PCC supervisor. Prerequisite: Permission of Department/Instructor. Audit available.

**ED 272 Practicum III 3.00** Spend a minimum of 100 hours in a supervised field experience. Participate in group debriefing sessions as arranged by PCC supervisor. Prerequisites: Permission of Department/Instructor. Audit available.

**ED 281 Philosophy and Techniques of Teaching at a Community College 3.00** Develops the capacity to effectively use and manage instructional resources in achieving the learning objectives of vocational programs. Audit available.

**ED 290 Sheltered Instruction for English Language Learners 3.00** Introduces sheltered instruction strategies that will modify content for English Language Learners in the K-12 classroom. Provides opportunities to explore curriculum development and the needs of the learner. Examines the impact of immigrant culture on the ELL experience. Prerequisite: RD 115 and WR 115. Audit available.

**ED 291 Bilingual and ESL Strategies 3.00** In depth approach to analyzing best practices and teaching strategies for assisting English language learners in the K-12 setting. Enhances students' ability to assess, design and provide appropriate instruction and communication for and to ELLs. Explores relevant linguistic and cultural theories and issues, and offers students a chance to connect theory to practice. Prerequisite: WR 115, RD 115. Audit available.

**ED 298A Special Projects in Education 1.00** Designed to allow the student to do an individualized study in the area of education. The student is required to develop a learning contract with the assigned instructor. Instructor permission required for registration in this course. Audit available.

**ED 298B Special Projects in Education 2.00** Designed to allow the student to do an individualized study in the area of education. The student is required to develop a learning contract with the assigned instructor. Instructor permission required for registration in this course. Audit available.

**ED 298C Special Projects in Education 3.00** Designed to allow the student to do an individualized study in the area of education. The student is required to develop a learning contract with the assigned instructor. Instructor permission required for registration in this course. Audit available.

**ED 298D Special Projects in Education 4.00** Designed to allow the student to do an individualized study in the area of education. The student is required to develop a learning contract with the assigned instructor. Instructor permission required for registration in this course. Audit available.

**ED 298E Special Projects in Education 5.00** Designed to allow the student to do an individualized study in the area of education. The student is required to develop a learning contract with the assigned instructor. Instructor permission required for registration in this course. Audit available.