



## **Notification of Request for Authorization under the Degree-Granting Institutions Act**

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**Date posted:** August 5, 2016  
**Institution:** Everest College - Everett and Tacoma  
**Current status:** Authorized to offer degree programs in Washington State  
**Nature of request:** Authorization to offer additional degree program at its Everett and Tacoma campuses via blended format and entirely online  
**Proposed programs:** Associate of Applied Science in Computer Information Technology

**Locations:** Everest College – Everett  
906 SE Everett Mall Way, Suite 600  
Everett, WA 98208

Everest College – Tacoma  
2156 Pacific Avenue  
Tacoma, WA 98402

### **Background:**

Everest College is a private, non-profit institution operating as part of the Zenith Education Group with sites in Washington State. They have been authorized to offer degree programs at the Everett and Tacoma campuses since 2015.

### **Nature of the review:**

Prior to granting authorization to offer new degree programs in Washington State, the Washington Student Achievement Council/Degree Authorization reviews elements such as program outcomes, course requirements, method of course delivery, faculty credentials, and student services.

The program to be offered by Everest College appears to meet the requirements of the Degree-Granting Institutions Act.

Information on the additional programs can be found at the end of this notice.

### **Timeline:**

The WSAC will accept comments on this application until August 19, 2016.

Any individuals with knowledge that may indicate the institution and/or the program does not meet the authorization requirements of WAC 250-61 are requested to submit comments to:

[Degree Authorization](#).

If you would like to know more about the current law and regulations that govern the program, they can be found at the following links: the statute is [Chapter RCW 28B.85](#) and the regulation is [WAC 250-61](#).

# Applied Associate Degree in Computer Information Technology

## Program Outline

The **Applied Associate of Science in Information Technology** provides students with the fundamental knowledge and skills required for industry-specific methodologies and standards associated with computer systems administration and maintenance. This program helps prepare graduates for careers as Network Technicians, Help Desk Technicians, PC Support Specialists, Technical Support Representatives, and more.

The program is a 24 month, 96 quarter credit hour program.

### Goals

The goal of the program is to provide the technical and business skills needed to successfully develop, support and secure IT positions in a variety of industries.

Graduates will:

- Gain hands-on experience with the hardware and software used in personal computers.
- Demonstrate system support skills that focus on installing, administering, and troubleshooting commonly used hardware and software using critical thinking.
- Apply problem-solving techniques and critical thinking skills in their day to day work.
- Gain competency in all aspects covered by CompTIA A+ certification.
- Have the effective oral and written communication skills necessary to perform in a technical environment.
- Understand the professional, ethical, legal, security, and social issues within the IT administration framework.
- Employ interpersonal skills to work cooperatively and productively in a team environment.

This program also provides the foundation needed to pursue a bachelor degree in information technology.

Program Outline							
Course	Title	Lecture Hours	Lab Hours	Other Hours	Total Contact Hours	Total Quarter Credits	Equipment Needed
CNT 1003C	Computer Networking Fundamentals	30	20	0	50	4	TestOut Network Pro
CTS 1110C	Computer Operating Systems	30	20	0	50	4	TestOut PC Pro
CTS 1115	IT Helpdesk Support	40	0	0	40	4	None
CGS 1280C	Computer Hardware Concepts	30	20	0	50	4	TestOut PC Pro
CTS 1327C	Network Operating	30	20	0	50	4	TestOut Windows Client Pro

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	Systems-Client						
CTS 1334C	Network Operating Systems-Server	30	20	0	50	4	TestOut Windows Server Pro: Install & Configure 70-410
CET 1605C	Network Routing I	30	20	0	50	4	TestOut Routing and Switching Pro
CTS 2100	Computer Ethics	40	0	0	40	4	None
CTS 2303C	Network Directory Services	30	20	0	50	4	TestOut Windows Server Pro: Manage and Administer 70-411
CTS 2350	Intro to Linux	30	20	0	50	4	Oracle VirtualBox; Linux ISO
CTS 2351	Linux Systems Administration	30	20	0	50	4	Oracle VirtualBox; Linux ISO
CTS 2383C	Network Management	30	20	0	50	4	TestOut Windows Client Pro
CTS 2386C	Network Infrastructure	30	20	0	50	4	TestOut Server Pro: Advanced Services
CNT 2400C	Network Security Fundamentals	30	20	0	50	4	TestOut Security Pro
CTS 2401	A+: Computer Systems Maintenance	40	0	0	40	4	TestOut PC Pro
CTS 2402	A+: PC Operating Systems	40	0	0	40	4	TestOut PC Pro
CET 2607C	Network Routing II	30	20	0	50	4	TestOut Routing and Switching Pro
SLS 1105	Strategies for Success	40	0	0	40	4	None
CGS 2060C	Computer Applications	30	20	0	50	4	None
ENC 1101	Composition I	40	0	0	40	4	None
MAT 1033	College Algebra	40	0	0	40	4	None
SPC 2300	Fundamentals of Interpersonal Communication	40	0	0	40	4	None
EVS 1001	Environmental Science	40	0	0	40	4	None
PSY 2012	General Psychology	40	0	0	40	4	None
<b>Program Total</b>		<b>820</b>	<b>280</b>	<b>0</b>	<b>1100</b>	<b>96</b>	

## Course Descriptions

### *CNT 1003C - Computer Networking Fundamentals*

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This course provides an overview of the field of local area networking and internetworking. Students are introduced to the terminology, operating systems, hardware, and administration of various components of a computer network, including network topology, TCP/IP, the OSI reference model, and network security, among others. Students also learn and perform basic end-user functions and introductory administration operations of a network.

Prerequisites: None Lecture Hours: 30.0; Lab Hours: 20.0; Other Hours: 00.0

### ***CTS 1110C - Computer Operating Systems***

This course focuses on the software operating systems that run today's personal computers. Emphasis will be placed on commands, functions, and terminology through practical instruction in the installation, configuration and upgrade of operating systems.

Prerequisites: None Lecture Hours: 30.0; Lab Hours: 20.0; Other Hours: 00.0

### ***CTSP 1115 - IT Helpdesk Support (NEW)***

In this course, students will be introduced to a variety of successful customer service skills (soft-skills) that are needed when working in an IT service desk. Topics discussed in the course include how customer satisfaction is achieved, active listening, problem-solving strategies and dealing with difficult customers.

By the end of this course, students will be able to demonstrate effective communication skills required in an IT setting, successful customer service support and effective troubleshooting skills when working with helpdesk clients. Students will also explore current IT trends and different certifications that are available to the service desk professional.

Prerequisites: None Lecture Hours: 40.0; Lab Hours: 00.0; Other Hours: 00.0

### ***CGS 1280C - Computer Hardware Concepts***

In this course, students will be introduced to a variety of hardware components and their related functions in personal devices (desktops, laptops, tablets, mobile devices). Topics discussed in the course include diagnosing, troubleshooting, installing and repairing hardware, network connection, and associated devices.

By the end of this course, students will be able to demonstrate how to connect and trouble shoot external devices, explain the functions of different hardware platforms and operating system software, describe various processor types, optimize a PC's performance with the correct RAM choice, support various peripherals through hardware and software diagnostics, and maintain the local area network hardware. This course also provides preparation for the hardware content of the CompTIA A+ certification.

Prerequisites: None Lecture Hours: 30.0; Lab Hours: 20.0; Other Hours: 00.0

### ***CTS 1327C - Network Operating Systems-Client***

This course covers the essential topics necessary to enable students to set up and support the client side of a network operating system. Students build real world support skills by working via lessons and hands-on labs to gain practical experience with installing, administering, and troubleshooting a network operating system desktop environment.

Prerequisites: CNT1003C Lecture Hours: 30.0; Lab Hours: 20.0; Other Hours: 00.0

### ***CTS 1334C - Network Operating Systems-Server***

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This course covers the essential topics necessary to enable students to set up and support the server side of a network operating system. Students build real world support skills by working via lessons and hands on labs to gain practical experience with installing, administering, and troubleshooting a network server.

Prerequisites: CNT1003C Lecture Hours: 30.0; Lab Hours: 20.0; Other Hours: 00.0

### *CET 1605C - Network Routing I*

This course introduces the knowledge and skills required to successfully install, operate, and troubleshoot a small branch office network using Cisco hardware. The course includes topics on the operation of IP data networks, LAN switching technologies, IPv6, IP routing technologies, IP services, network device security, and basic troubleshooting.

Prerequisites: CNT1003C Lecture Hours: 30.0; Lab Hours: 20.0; Other Hours: 00.0

### *CTSP 2100 - Computer Ethics (NEW)*

This course is an examination of what it means to be ethical in the IT profession. Topics include how to interact professionally, properly using copy written material, secure data management, and intellectual property rights. Students will be assessed by writing analysis of what to do in situations with an ethical dilemma.

Prerequisites: None Lecture Hours: 40.0; Lab Hours: 00.0; Other Hours: 00.0

### *CTS 2303C - Network Directory Services*

This course provides the students with the steps necessary to plan, configure, and administer an Active Directory infrastructure. Topics include management methods for a large-scale network directory, group policies, active directory replication, and database maintenance.

Prerequisites: CTS1334C Lecture Hours: 30.0; Lab Hours: 20.0; Other Hours: 00.0

### *CTSP 2350 - Intro to Linux/Unix (NEW)*

This course introduces students to the Linux OS. Basics covered include installation and configuration of a Linux OS, as well as basic administrative tasks such as creating groups and users. Students will also learn the basics of the most common Linux distributions. These will be accomplished using both the command line and GUI interfaces. Students will learn basic shell scripting and use of the vi editor in creating shell scripts.

Prerequisites: CGS 1280C, CTS 1110C Lecture Hours: 30.0; Lab Hours: 20.0; Other Hours: 00.0

### *CTSP 2351 - Linux Systems Administration (NEW)*

This course is designed to provide students with an introduction to necessary skills and abilities of a professional Linux system administrator. This course explores the various tools and techniques commonly used by Linux system administrators to achieve their day-to-day work in a Linux environment. Topics include installation and configuration; the boot process; user and group administration; file system administration. Students should have basic knowledge of Linux and its most common utilities and text editors.

Prerequisites: CTSP 2350 Lecture Hours: 30.0; Lab Hours: 20.0; Other Hours: 00.0

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### ***CTS 2383C - Network Management***

In this follow-up course to CTS1327 (Network Operating Systems - Client I), the student continues to learn about desktop configuration and management in a network environment. This course focuses on the Windows 8.1 operating system, which introduces a paradigm shift towards a platform and interface that improves user experience on touch screen and mobile devices. In addition to performing installation, configuration, and desktop management tasks in a simulated Windows 8.1 network environment, students will setup and configure a virtual private network, and configure a mobile to desktop sync partnership, security, and data encryption on a mobile device.

Prerequisites: CNT1003C, CTS1327C Lecture Hours: 30.0; Lab Hours: 20.0; Other Hours: 00.0

### ***CTS 2386C - Network Infrastructure***

This course covers the topics necessary for students to be able to deliver secure and reliable networking services to organizations utilizing Microsoft network operating systems. Working via lessons and hands on labs, students learn how to install, manage, and troubleshoot the network protocols and services utilized in the network operating system.

Prerequisites: CNT1003C Lecture Hours: 30.0; Lab Hours: 20.0; Other Hours: 00.0

### ***CNT 2400C - Network Security Fundamentals***

This course is an introduction to the components of network security. It takes a comprehensive look at network security and provides an organized view of the field, including the tools and techniques necessary to safeguard network data.

Prerequisites: CNT1003C Lecture Hours: 30.0; Lab Hours: 20.0; Other Hours: 00.0

### ***CTSP 2401 - A+: Computer Systems Maintenance (NEW)***

In this course, students will focus on preparing to take the 901 CompTIA A+ Certification Test. Concepts from CGS 1280 - Computer Hardware Systems will be reviewed in depth and students will be given the opportunity to review hardware concepts tested on the CompTIA exam. Emphasis will be placed on giving students ample practice test material and helping them focus on reviewing concepts they found challenging or confusing from prior courses.

Prerequisites: CGS 1280C, CTS 1110C Lecture Hours: 40.0; Lab Hours: 00.0; Other Hours: 00.0

### ***CTSP 2402 - A+: PC Operating Systems (NEW)***

In this course, students will focus on preparing to take the 902 CompTIA A+ Certification Test. Concepts from CTS 1110 – Computer Operating Systems will be reviewed in depth and students will be given the opportunity to review software concepts tested on the CompTIA exam. Emphasis will be placed on giving students ample practice test material and helping them focus on reviewing concepts they found challenging or confusing from prior courses.

Prerequisites: CGS 1280C, CTS 1110C Lecture Hours: 40.0; Lab Hours: 00.0; Other Hours: 00.0

### ***CET 2607C - Network Routing II***

This course expands upon the topics covered in Network Routing I, enhancing the student's knowledge and skills required to successfully install, operate, and troubleshoot a small to medium-size enterprise branch

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network. The course includes topics on LAN switching technologies, IP routing technologies, IP services, troubleshooting, and WAN technologies.

Prerequisites: CET1605C Lecture Hours: 30.0; Lab Hours: 20.0; Other Hours: 00.0

### *SLS 1105 - Strategies for Success*

This course is designed to equip students with tools and techniques for reaching their goals. The course includes an introduction to the college and its resources and provides insights to the thinking process and how it affects actions. Students will be actively involved in learning how to unlock their potential as they embark on their educational journey.

Prerequisites: None Lecture Hours: 40.0; Lab Hours: 00.0; Other Hours: 00.0

### *CGS 2060 - Computer Applications*

This course introduces the essential concepts necessary to make effective use of the computer. Students achieve an understanding of what a computer can do, how it works, and how it can be used to create documents using word processing and spreadsheet applications for personal and business use.

Prerequisites: None Lecture Hours: 30.0; Lab Hours: 20.0; Other Hours: 00.0

### *ENC 1101 - Composition I*

This course provides instruction and practice in expository writing and emphasizes grammatical and mechanical accuracy and proper essay form. Emphasis is placed on clarity, logical organization, unity, and coherence of central ideas and supporting material.

Prerequisites: Successful completion of assessment test or FUN0099 Lecture Hours: 40.0; Lab Hours: 00.0; Other Hours: 00.0

### *MAT 1033 - College Algebra*

The algebra of linear and quadratic equations, graphing, functions, inequalities, rational expressions, radicals, and system of equations. The course emphasizes critical thinking and problem solving skills.

Prerequisites: None Lecture Hours: 40.0; Lab Hours: 00.0; Other Hours: 00.0

### *SPC 2300 - Fundamentals of Interpersonal Communication*

The dynamics of interaction between people in personal, social and workplace situations are explored to better understand how interpersonal communication shapes relationships. Exploration will occur through readings, discussion, and application exercises.

Prerequisites: None Lecture Hours: 40.0; Lab Hours: 00.0; Other Hours: 00.0

### *EVS 1001 - Environmental Science*

This non-laboratory course introduces students to environmental issues through an understanding of the interrelationships of humans and their planet. Attention is focused on ecosystems, pollution, energy, and improvement or prevention of problems. Environmental concerns are explored through readings, research, and discussion.

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Prerequisites: None Lecture Hours: 40.0; Lab Hours: 00.0; Other Hours: 00.0

### ***PSY 2012 - General Psychology***

This course is designed to provide students with an understanding of the general principles of psychology and theories underlying modern psychology.

Prerequisites: None Lecture Hours: 40.0; Lab Hours: 00.0; Other Hours: 00.0