Request for Proposal

BOOKSTORE SERVICES

RFP Release Date : Wednesday, February 4, 2026
Proposal Due Date: Friday, February 27, 2026, 11:00 AM EST

Submit Proposals To:
Mike Council
Muskegon Community College
221 S. Quarterline Rd.
Muskegon, MI 49442
231-777-0669
Mike.Council@muskegoncc.edu

1.0 Proposal Invitation

Muskegon Community College ("College" and/or "MCC") seeks proposals from qualified companies to provide the College with a hybrid bookstore consisting of both virtual, on-line services in addition to a physical presence on MCC's campus. The purpose of the bookstore is to support the educational mission of the College by providing necessary textbooks (new, used, digital, rental, etc.) and related course materials to students at the lowest possible cost. The College also seeks proposals to best meet the other traditional 'bookstore' services, including course materials, supplies, convenience items and apparel. The selected supplier will be able to provide all deliverables outlined in the RFP.

The College wishes to provide a unique bookstore experience for its students. While many colleges and universities across the nation are transitioning to a completely online bookstore model primarily to provide lower overall prices to their students, MCC realizes the importance of a late-registering student being able to show up on the first or second day of class with all the tools needed to succeed already in their backpacks. We also realize that many students wish to embrace the traditional model of registering for one's classes and then making their way to the college bookstore somewhere on campus to buy all their required books, course materials and supplies. That student may also wish to purchase a school sweatshirt to show their school spirit. The College is aware that we need to maintain that experience for those students that desire it.

However, MCC is also aware of the additional costs it takes to run a brick-and-mortar store. Increased staffing and labor, inventory carrying costs, POS systems, shrinkage, overhead costs, etc. all contribute to the increased operating costs of running a traditional college bookstore.

MCC envisions a hybrid bookstore model whereby students can receive books in a manner that best suits their needs. For the student that registers in July for classes that start near the end of August, that student has the time needed to shop around and find the best price for his/her book. MCC would like to be able to offer that low-cost option through our online bookstore as well.

The College would like to see options on how to provide both experiences for our student body.

MCC offers 20 intercollegiate sports programs, the most of any Michigan community college. As a result, MCC apparel plays an important role in fostering school pride and creating a spirited campus atmosphere. The College seeks a wide variety of branded merchandise to serve students, student-athletes, alumni, employees, and supporters, including items in official College colors as well as alternative color options. Apparel should be available across a range of styles, sizes, and price points to support inclusivity, accessibility, and year-round engagement with MCC athletics and campus life.

The proposal must be comprehensive by including all services and costs necessary to meet the business and technical requirements of the College as outlined in this RFP. In addition, the proposal must specify a detailed approach/methodology, supplier and staffing requirements, and any other assumptions to complete the proposed work.

The College is not liable in any manner or to any extent for any cost or expense incurred by the supplier in the preparation, submission, presentation, or any other action connected with proposing

or otherwise responding to this RFP. Such exemption from liability applies whether such costs are incurred directly by the supplier or indirectly through the supplier's agents, employees, assigns or others, whether related or not to the supplier.

In submitting a proposal, Supplier agrees that all materials associated with, attached to, or referenced by the submitted proposal will become the property of the College and may be incorporated into a subsequent contractual agreement between the successful supplier and the College.

The College anticipates entering into an agreement with the successful vendor(s) for an initial term of five (5) years, with the option to extend for an additional five (5) years. Submission of a response to this RFP acknowledges the proposer's understanding that this RFP does not constitute a contract, nor does it represent an offer or commitment of business by the College.

Award of a contract will be based on the best overall proposal. Criteria for award of a contract include, but are not limited to, the proposal that includes the specifications contained herein, the breadth of textbook options made available, previous customer references, portfolio samples, and the recommendations put forth by the Vendor. The College reserves the right to request follow-up information such as questions, demos, and site visits prior to awarding the contract.

The College reserves the right to reject any and all proposals and waive any irregularities. Proposals which fail to comply fully with any provisions of this document may be considered invalid and may not receive consideration. The College also reserves the right to negotiate terms and conditions of a contract with the chosen Supplier. The College reserves the right to award a contract based on any combination of the specifications described herein.

As a public institution, the College is subject to the terms and conditions of the Freedom of Information Act. As required by law, any information submitted in response to this request for proposal could become public information. Suppliers responding to this proposal are cautioned not to include any proprietary information as part of their proposal unless such proprietary information is carefully identified in writing as such and accepted by the College as proprietary. Any documents submitted may be reviewed and evaluated by any person at the discretion of the College, including non-allied and independent consultants retained by the College now or in the future.

This request for proposal in no manner obligates the College to the eventual purchase of any products or services described, implied, or which may be proposed, until confirmed by written agreement, and may be terminated by the College without penalty or obligation at any time prior to the signing of an agreement, contract, or purchase order.

2.0 Planned RFP Schedule

RFP Timeline:

Action	Date
RFP Issued	**Wednesday, February 4, 2026**
Deadline for Receiving Questions	**Monday, February 16, 2026, 5PM EST**
Responses to Questions	**Friday, February 20, 2026**
Proposal Due	**Friday, February 27, 2026, 11 AM EST**
Presentations/Interviews (if necessary)	**TBD**
Selection of Vendor	**Wednesday, March 18, 2026**

3.0 Background of the College and Project

Muskegon Community College is located in Muskegon County on the west side of state near Lake Michigan. It was established in 1926 and is a well-respected and well-supported community college. MCC offers learners of all ages opportunities to earn credits for degrees, certificates, job training programs or transfer to gain skills leading to jobs in high-demand, high-wage career fields. We offer occupational programs, transfer programs, dual enrollment and Early College programs for area high schoolers, and workforce and industrial training.

MCC's has a full-time equated student enrollment of approximately 2,300 and unduplicated head count of approximately 5,400. The College has an annual Operating Fund budget of $52 million and employs approximately 225 regular full and part-time staff as well as a significant number of adjunct faculty and student assistants. The College offers 41 associate degree programs and 48 certificate programs. The College's main campus, located on a 111-acre campus in Muskegon, includes the Hendrik Meijer Library & Information Technology Center, the Bartels-Rode Gymnasium, the Frauenthal Foundation Fine Arts Center with the Overbrook Theater and Art Gallery, the Stevenson Center for Higher Education, the Science Center, the Health and Wellness Center, and the Art and Music Center. MCC also operates extension centers in Ottawa and Newaygo Counties, as well as the Sturrus Technology Center in downtown Muskegon.

MCC is focused on making college education accessible and affordable. You can learn as you like at MCC, with classes in four formats – in-person, online, hybrid and live online. Classes are scheduled on weekdays, evenings, and occasionally on Saturdays with two primary campuses.   MCC has a main campus located at the corner of Marquette and Quarterline roads in Muskegon. There is also a downtown Muskegon campus known as the Sturrus Technology Center where College's the applied technology programs are taught. There is also a smaller College owned facility in Grand Haven that services primarily students living in Ottawa County.

The College currently operates a physical store located at its main campus. Current hours of operation are Monday-Thursday 8:00am-5:00pm, Friday 8:00 am- 12:00 pm. Extended hours are offered during peak seasons prior to and immediately after the start of semesters.

A recently completed twelve-month period included approximately $1,400,000 in gross sales at the bookstore. Approximately 88% of those sales stemmed from book sales.

MCC has three terms throughout its academic year: Fall, Winter and Summer. The Fall semester typically begins in mid to late August and ends in mid-December. Registration for Fall typically opens in mid-April. The Winter semester normally begins in early to mid-January and ends in early May. Registration for Winter customarily opens in mid-October. The Summer semester usually starts in mid to late May and ends in early August. Registration for Summer generally opens in mid-March. The College is currently under contract with its current bookstore partner through June 2026.

4.0 Project Scope / Objective

A company may submit a proposal either as a single vendor or as a joint venture (multiple vendors coming together to propose a complete solution). All proposed subcontractors are subject to College's prior approval.

Upon completion of the RFP process, the College anticipates executing up to a five-year contract with the selected vendor. The College would support an additional five-year contract renewal within the contract if mutually agreeable to both the College and the vendor. MCC anticipates working with the selected vendor to agree upon terms of the governing contract. However, any contract executed by the College must include all deliverables, requirements, and other items specifically included within this RFP.

Rights and Responsibilities

Upon execution of a contract, the selected vendor will have the exclusive right and responsibility to operate the official college bookstore for the College.

Exclusions and Exceptions

The sale and electronic delivery of on-line courses, including access to on-line libraries in conjunction with such on-line courses, is specifically excluded from this RFP.

Vendor shall not use the names, addresses, email addresses, phone numbers, credit card information, or other personally identifiable information of users of the bookstore for any purpose other than bookstore operations. This prohibition includes, without limitation, sale, transfer, or other distribution to third parties.

College shall have the right to conduct other activities and enter into other arrangements intended to assist its students' access to affordable textbooks and other course materials, including in particular electronic textbooks. This may include, but is not limited to, arrangements by MCC to sell or otherwise promote the availability of electronic textbooks and other course materials (including open-source materials), and/or the equipment to use them, whether directly or through third parties and whether through physical sales locations or on-line. For example, the College may wish to partner directly with a publisher to offer a type of inclusive access program to its students. The agreement made as a result of this RFP and the related contract shall not preclude the College from

working directly with publishers to incorporate inclusive access programs into its course material options.

In addition to the items mentioned above, the College expects to have the right to offer for sale any imprint merchandise and all apparel that is not available through the vendor.

5.0 Project Specifications / Requirements

Operational Requirements: The selected vendor must include a method for easy on-line searching, comparison and adoption of textbooks and course materials by faculty, including the ability to provide faculty with on-line access to information regarding MCC selections in comparable courses for at least the preceding school year and the current school year to date. There should be a method to copy adoptions from one course to another within semesters or across semesters. If desired by a department or faculty administrator, there should be a mechanism for restricting adoption selection to a predetermined list of approved materials. To the extent practical and allowable, faculty shall be allowed to select previously released or older editions of current textbooks. Provide deadlines for book adoption orders according to the semester schedule included in section three of this RFP.

Describe the process for guaranteeing sufficient inventory of all required course materials, including acquisition of new titles in a timely manner and the number of days from faculty member request to availability of books. Also provide policies for determining and acquiring a mix of new, used and rental books, with an emphasis on having the maximum number of quality used and rental books for each textbook order.

The vendor must have a method for easy on-line searching and ordering of textbooks and course materials by students and other customers. The method must provide the ability to search by ISBN#, author, course #, title and professor. A notification of book availability must also be made available. Provide a list of publishers with whom the vendor has contracted with to provide inventory.

Discuss the user/student interface including a description of the process a student would follow in order to locate and obtain course materials for a particular class as well as search capabilities. Describe any proposed process for early ordering or pre-ordering of books.

For electronic books ("ebooks"), provide a narrative of how ebooks and other digital content will be offered. Discuss which technologies are supported and to what extent ebooks will be available.

The online system should also allow customers to compare pricing based on format (hard copy, digital, new, used, etc.) and purchase preference (purchase, rent or license).

For book rentals, describe how the company manages rentals, including length of rental, ability to convert to purchase, and process for notifying students of rental terms and policies, in particular regarding expiration or termination of a rental. Also discuss to what extent rentals will be available.

If the book is to be shipped, an estimated delivery time must be available including order acknowledgement and tracking information. Shipping cost, if any, should also be listed. Items

ordered online should be able to be shipped to a customer selected address or a designated destination on MCC's campus. Provide minimum, maximum and average shipping days assuming that books will be shipped to the College. The College's expectation is that a method of shipping that is free to the customer will be available. Other expedited methods may be made available. The College is willing to discuss proposals for achieving the lowest possible shipping cost for its students. Describe the book return process. Include how this process interacts with financial aid.

MCC recognizes that one of the main difficulties in administering a virtual bookstore is servicing late registering students. Many MCC students do not register until the week before classes start or even after classes have already begun. MCC allows dropping and adding classes free of charge for the first weeks of the semester (for 15 week/full semester courses). The College would like to offer the lowest possible cost option with either an inventory backstop and/or providing temporary resources for these late registering students. Temporary resources could be provided in a number of ways including the possibility of providing the first few chapters of purchased materials while the ordered copies are in transit. MCC would like responding vendors to provide insight and/or propose solutions for this sensitive dilemma.

While not required, the College is particularly interested in a marketplace option or solution for students to be able to buy and sell books to other students. This may include local and national marketplaces. Regardless of a responding firm's ability to include and/or participate in such an online marketplace, if an online marketplace is not proposed by the vendor, the College reserves the right to pursue other online marketplace solutions outside of the scope of any agreement arising from this RFP.

Present the vendor's ability to facilitate delivery of other course materials including course packs, professional/trade materials, reference books (not necessarily required for a given course), open source content, and other materials such art supplies, lab equipment, calculators, computers/laptops, and nursing uniforms, etc. Describe the process for submission of any required materials listed above and whether these would be available online or only at the physical store. For course materials and open source content provided electronically, explain the proposed process for students wishing to print these materials.

A method for buying back books, both online and at the physical store, will be included in the vendor's response.

Customers will be able to pay using cash (at physical store), credit card, debit card and using authorized financial aid. List any other methods of payment available (Venmo, PayPal, etc.). It is a requirement that financial aid resources are able to be used to purchase needed books and course materials for MCC students. Describe the process for using financial aid to pay for items purchased online and in-person. Please also include in this process description, how your firm would identify items excluded from financial aid authorization.

For the physical store requirements, list the equipment the vendor proposes to use and any requirements for set-up and use of such equipment including space needs and network requirements. List any design and installation requirements of the store along with cost details and a

proposed funding method. A map of the current store floor plan is included as an Appendix to this request. What is the proposed square footage your firm would need to fulfill a physical store presence?

MCC prioritizes environmentally friendly products and processes. Please include any sustainability initiatives currently being undertaken by the vendor (using recyclable or biodegradable products, reducing carbon emissions, etc.).

Describe the proposed transition process and timeline. Include any resources that will be needed from the College for a successful transition.

Other Support Services:

- Discuss vendor's plans for marketing the bookstore to MCC students both for the initial roll-out and thereafter.
- Describe the process for communication with faculty regarding book adoptions and deadlines.
- Explain any training that will be made available to faculty on the system and process for adoption.
- Provide the process by which the company expects to receive feedback from students, faculty and staff.
- Specify the process for reporting concerns and issues with the bookstore including if/how College administrators will be made aware of such notices received.

Optional Services:

Apparel – If your company proposes to offer apparel and spirit wear, provide a listing of types of items you propose to provide including apparel companies/brands with which your company has a relationship or partnership with. Would this apparel be made available both online and in the physical store?

Convenience Items – If a vendor is interested in providing convenience items, the College assumes that these items (snacks, drinks, etc.) would only be available at the physical store. If the vendor is interested in offering convenience items, provide a listing of proposed items and related pricing.

Hours of Operation/Availability: The online component of the bookstore shall offer 24 hours-a-day, seven days-a-week, 365 days-a-year access and use (except for scheduled maintenance periods), via any and all (i) primary web browsers (e.g., Microsoft Explorer, Microsoft Edge, Mozilla Firefox, Google Chrome, Apple Safari, etc.) and (ii) mobile devices, including without limitation tablets, smartphones, and PDAs, running a mobile OS (e.g., Apple iOS, Google Android, and Microsoft Windows Phone, etc.) via either a dedicated application or as a website optimized for mobile access and via the latest version of mobile browser, if needed. Support must be available for the virtual bookstore 24 hours-a-day, seven days-a-week, 365 days-a-year (except for scheduled maintenance

periods). The physical bookstore will operate at hours agreed upon by College and vendor but will be open Monday through Friday. Extended hours will be required during peak book purchasing season (typically two weeks before and two weeks after the start of the semester).

Technical Requirements: The Vendor will be required to provide the virtual component of the bookstore through a vendor hosted and maintained SaaS website. The virtual component must be compatible with Blackboard Ultra, the College's other technological systems, and does not require MCC to make any changes to its technological infrastructure or software. However, an exception would be made for the possible creation or modification of flat integration files or data processing APIs for the purposes of completing integration of necessary course, student, and faculty data in the bookstore (including transaction data via FA Link).

A single sign-on component is not required but is highly preferred. Please describe your company's ability to create a SAML: single sign-on option for access to the virtual bookstore.

The selected vendor will integrate with the College's registration function; allowing students to find and purchase all required books and course materials, etc. when they register for the course.

Reporting and Audit: Data reporting and analytical analysis capabilities will be provided to designated administrative staff at the College. Sales and other data must be available to the College on-line, on demand. In addition, vendor shall provide College with a quarterly sales and commission report.

Account Management and Staff: Vendor must designate an experienced and capable individual to be account manager for this contract as a whole ("Manager") and a sufficient number of campus representatives to ably and efficiently manage the contract at the physical store. Proposal should include brief biographies of proposed staff assigned to College's account. The Manager will be responsible at all times for implementation of this contract, but the campus representatives must have the authority to resolve problems with regard to inventory, staff/customer relations, administrative issues and the like at the College level. Discuss the company's policies on hiring MCC student workers.

Transition and Onboarding Process: The College is seeking information on the proposer's transition and onboarding process in the event of a change in bookstore vendor, particularly given that a transition may occur concurrently with Fall registration. Proposers should describe the anticipated timeline from contract execution to full operational readiness, transition staffing, and project management support, and how continuity of service is ensured during peak periods. Responses should also outline the course material adoption process, including how faculty book information is collected and managed, timelines and communications, handling of late adoptions, and the level of support provided to the College.

Additional Information: Proposers should describe any innovative approaches, technologies, or service models they would introduce to enhance the campus bookstore's operations and student experience. Additionally, please outline your vision of how bookstore services are likely to evolve over the next decade and how your organization is positioned to lead or adapt to those changes.

6.0 Pricing and Commissions

Pricing

The College is interested in obtaining the lowest possible cost of books for its students. This will be the most heavily weighted attribute of rating RFP responses. The College is willing to discuss any and all proposals to receive the lowest possible books costs for all of its students including those who register late.

Describe the company's pricing, refund, shipping, discounting, etc. policies for all forms and formats of course materials and other material and/or services available. Also describe the mark-up policy of the company, if any.

Pricing Model 1
Attached to this proposal (**Attachment A** - Course Books and Materials Pricing) is an list of ten selected courses from MCC's Winter 2026 class schedule along with enrollment numbers for each class section. For each title, please provide as many pricing options as your firm is able to. The College prefers to receive the pricing attachment in electronic format, but completed forms may be returned in hard copy as well.

Pricing Model 2
The proposer must offer robust and seamless integration of inclusive access and all-inclusive course materials programs through the College's Learning Management System (Blackboard). This integration must allow students to access required course materials directly within Blackboard in a timely and user-friendly manner.

Inclusive access requires coordination among the bookstore, the College (including Financial Aid, Administration, Faculty, Students, and compliance with U.S. Department of Education requirements), and publishers. Proposers must describe their approach, methods, and best practices for implementing and managing inclusive access programs, including quality control measures to ensure course materials are accurately listed, delivered on time, and that students are provided clear communication and the ability to opt out in accordance with federal regulations.

As part of this proposal, the College is evaluating the feasibility of an all-inclusive course materials (Complete/Inclusive Access) model. Vendors are requested to provide detailed pricing scenarios using **Attachment B** to support the College's evaluation.

Vendors must complete the attached pricing spreadsheet and provide all-inclusive pricing under **both** of the following scenarios:

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RFP Due Date: 2-27-26   Phone: 231-777-0669

Scenario A – All Courses Included

Provide a proposed All-Inclusive price that includes course materials for all courses listed, *including* Nursing and other high-cost programs.

Scenario B – Nursing Courses Excluded

Provide a proposed All-Inclusive price that includes all listed courses *excluding* Nursing courses.

These scenarios are requested for comparison and evaluation purposes only and do not represent a commitment by the College to adopt either pricing model. The information provided will be used to assess affordability, sustainability, regulatory compliance, and operational impact for students and the College.

Provide, in narrative form, an explanation of the comprehensive cost proposal for this project as well as any assumptions being made. Include whether pricing is dynamic or fixed and why the vendor feels this is the best method. Discuss any competitive pricing used.

Apparel pricing – please provide your proposed markup percentage on the branded apparel and spirit wear described in the Optional Services section.

List in-store pricing for the following convenience items:

- Coca-Cola; 20 ounce bottle
- Doritos; Nacho cheese; 1.75 ounce bag
- Orbit gum; Peppermint; 14 piece pack
- Snickers bar; 1.86 ounce

If your firm chooses not to supply any of the above, please substitute with an equivalent product along with the price.

The College understands that sales of higher margin items such as apparel and convenience items can improve gross margin. If your firm chooses to offer sales of books/course materials, apparel, and convenience items, what, if any, impact will this have on the pricing of books for MCC students?

Commissions

Provide the College with a proposed commission schedule. Include commission percentages/amounts for books (including digital), course materials, apparel, and convenience items if amounts vary. Describe any signing bonus and/or guaranteed annual commission (regardless of sales amounts).

Discuss any other discounts, incentives or other financial considerations (including scholarships) that the vendor wishes to offer.

Capital Investment

A map of the current bookstore floor plan is included as an Appendix to this request. Because of the transition to more digital books, approximately one-third of the largest area is currently not being utilized. There has been some discussion about utilizing the excess space for a small café with a few tables and chairs and adding some hot drink (coffee/tea) and hot food options for our students. Therefore College is hopeful that the bookstore will require a smaller footprint than is currently occupied. The current bookstore provider does have some cold drink and food options that are in coolers in the current space. Accordingly, the current space may need to be modified to accommodate a possible café. As part of the response to this RFP, please provide any capital investment your firm is willing to make if awarded this contract.

7.0 RFP Requirements - General

The following requirements must be met when responding to this RFP:

A.   A comprehensive solution to achieve the objectives listed above.
B.   A statement acknowledging the supplier's understanding of the scope of this RFP.
C.   The supplier must provide a comprehensive price proposal that outlines costs of products or services, rates by individual, travel expenses and any other costs incurred as well as all assumptions. Include license fees, maintenance fees, all hardware, software, and training costs required to meet the primary objectives as stated in this RFP. Clearly identify what licenses and hardware is MCC's responsibility and what is included in Supplier pricing. Also, clearly identify which services/systems are hosted on-campus and which are hosted off-campus. Muskegon Community College holds a tax-exempt status and shall not be charged any Federal or State taxes where allowed. Tax-exempt documentation shall be presented when required.
D.   The supplier must warrant its products and services to the requirements and objectives in this RFP.
E.   Suppliers submitting a proposal agree to work with the College to develop a detailed Statement of Work that will be part of the contract at no cost to the College.
F.   Proof of Insurance - shall be maintained and a copy shall be provided to the College. No changes are permitted in the insurance coverage unless agreed to in writing by the College. Insurance shall be maintained for the following coverages in the amounts stated below.

1.   Commercial general (CGL) and umbrella liability insurance (occurrence form) with respect to the premises, including contractual and products/completed operations coverages. The limits of liability are not to be less than $2,000,000 each occurrence. If such CGL insurance contains a general aggregate limit, it shall apply separately to this project or location. CGL insurance shall be on an ISO occurrence form (or a substitute form providing equivalent coverage) and shall cover liability arising from premises, operations, products-completed operations, personal and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract). "MCC, its elected and appointed officials, employees, students, agents and volunteers" shall be included as an insured under the CGL and under the commercial umbrella, if any. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance programs

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afforded to College. There shall be no endorsement or modification of the CGL to make it excess over other available insurance; alternatively, if the CGL states that it is excess or pro rata, the policy shall be endorsed to be primary with respect to the additional insured. There shall be no endorsement or modification of the CGL limiting the scope of coverage for liability assumed under a contract. Coverage shall be endorsed, if necessary to include lost key coverage.

2. Automobile liability insurance with limits not less than $2,000,000 combined single limit of bodily injury and property damage per accident. Such insurance shall cover liability arising out of any auto (including owned, hired, and non-owned autos). Umbrella coverage $3,000,000.

3. Statutory workers' compensation employer's liability shall be maintained with a limit not less than $1,000,000 each accident for bodily injury by accident or $1,000,000 each employee for bodily injury by disease.

4. Professional liability insurance shall be maintained in force for the duration of this contract appropriate to the vendor's profession. Coverage shall apply to liability or a professional error, act, or omission arising out of the scope of the vendor's services as defined in the contract. Coverage shall be written subject to limits of not less than $1,000,000 per loss.

G. **References** - The Supplier must provide 3 current customer references. References should reflect organizations that have similar requirements and business goals, scope of work and contract value. In addition, we would prefer at least one reference from the educational space.

H. **Supplier Company Information**

1. Background - Brief history and background of your company as well as the length of time you have supplied services requested in this RFP. Describe the product(s) and service(s) being offered for this solution.
2. Experience – responding vendors must have at least three years' experience providing bookstore operations.
3. Responding vendors must be financially solvent. Provide a copy of vendor's most recently completed audited financial statements.
4. Industry Recognition - What industry recognition has your company received?
5. List Open Educational Resources partnerships and resources. Describe the nature of your OER partnerships.
6. Provide annual purchasing volume of all books by publisher.
7. Describe your process for ordering and delivering materials requiring a membership or certification. Please provide an example.
8. PCI Compliant – responding vendors must be compliant with the Payment Card Industry's Data Security Standard, as currently in effect and as may be amended from time to time ("PCI DSS"). Provide a copy of vendor's most recent attestation of compliance.
9. ADA Compliant – responding vendor must meet all Americans with Disabilities Act requirements.
10. Implementation -Please describe how you go about implementing services requested in the RFP.
11. Training - Please provide an outline of your training capabilities.

12. Copyright agreements – please provide a list of publishers with which vendor has copyright agreements and arrangements to secure permissions.

8.0 Submission Directions

A. **Submission** - Proposals following the guidelines outlined in this document are due on or before February 27, 2026, at 11:00 AM EST. Electronic submissions are preferred and must be sent to Mike.Council@muskegoncc.edu. If submitting in hard copy, send 3 copies to:

Muskegon Community College
Attn: Mike Council
Room # 1044B
221 S. Quarterline Rd.
Muskegon, MI 49442
Late submissions will not be considered.

B. **Questions**

Questions may be addressed to Mike Council, Purchasing and Financial Services Manager at Mike.Council@muskegoncc.edu. The deadline to submit questions is February 16, 2026, by 5:00 PM EST. All questions received by the deadline date will be responded to, by February 20, 2026 by 12:00 PM EST.

9.0 Proposal Submission Format

The following table is a summary of the required proposal submission format for this RFP. Please structure your proposal submission using the content and sequence below.

Proposal Section	Section Title
Intro	Title Page and Table of Contents
1.0	Operational Requirements
2.0	Support Services
3.0	Optional Services
4.0	Technical Requirements
5.0	Account Management and Staff
6.0	Transition and Onboarding Process
7.0	Pricing Narrative
8.0	Commissions
9.0	Capital Investment
10.0	Insurance
11.0	References (Schedule A)
12.0	Supplier Company Information
13.0	Book Pricing Proposal
14.0	Proposer's Certification Form (Schedule B)
15.0	Certification Regarding Debarment, Suspension, & Other Responsibility Matters Form (Schedule C)

10.0 Evaluation Criteria

An evaluation committee comprised of appropriate area experts will review and evaluate the responses. The evaluation committee will award this contract to the Highest Responsible and Responsive Proposer that offers the Best Value to the College. The bookstore's prices must reflect the student body composition. Although price is important, it will not be the sole selection criterion. The goal is to select a service provider that can best demonstrate the capability to provide the desired services with high quality and in an efficient manner. Only the evaluation committee can decide on the best value for the college through this procurement. Proposers responding to this RFP can be requested to clarify issues or to provide additional insights into their proposal through written clarifications and/or oral presentations. The College reserves the right to request the best and final offers from firms that are determined to be susceptible to contract award.

Technical Evaluation Criteria	Weight
Student Affordability and Access	30
Service Model and Operations	15
Technology and Data	10
Compliance and Security	10
Transition and Implementation Plan	10
Financial Return and Partnership Economics	10
Qualifications and References	5
Pricing Proposal	10

Schedule A

MUSKEGON COMMUNITY COLLEGE
REQUEST FOR PROPOSAL

Bookstore Services

LIST OF REFERENCES OF RELATED PROJECTS
IMPORTANT: This form must be returned with the bid proposal form.

Furnish at least three (3) references from persons who can attest to the quality of similar prior work performed.

1.   **Company Name:** _____

      Street Address: _____

      City/State/Zip Code: _____

      Contact Person: _____

      Telephone No.: _____

      E-Mail Address: _____

2.   **Company Name:** _____

      Street Address: _____

      City/State/Zip Code: _____

      Contact Person: _____

      Telephone No.: _____

      E-Mail Address: _____

3.   **Company Name:** _____

      Street Address: _____

      City/State/Zip Code: _____

      Contact Person: _____

      Telephone No.: _____

      E-Mail Address: _____

Schedule B

MUSKEGON COMMUNITY COLLEGE
REQUEST FOR PROPOSAL
Bookstore Services

PROPOSER'S CERTIFICATION
IMPORTANT: This form must be returned with the bid proposal form

The undersigned certifies that he/she has carefully examined the Request for Proposal, Instructions, Terms and Conditions, Scope of Services, Bid forms and all other documents accompanying this proposal.

The undersigned offers and agrees to furnish the services specified in the Request for Proposal at the prices or rates quoted in the proposal. The undersigned agrees that the proposal will remain firm for a period of sixty (180) days in order to allow Muskegon Community College adequate time to evaluate the proposals.

The undersigned certifies that this bid/proposal is made without prior understanding, agreement, connection, discussion or collusion with any other person, firm or corporation submitting a bid/proposal for the same commodity or service; no officer, employee or agent of Muskegon Community College or of any other Proposer/proposer interested in bid/proposal; and the undersigned executed this Proposers/proposers certification with full knowledge and understanding of the matters contained and was duly authorized to do so.

The undersigned certifies that all information contained in this Request for Proposal is truthful to the best of his/her knowledge and belief. The undersigned further certifies that he/she is duly authorized to submit this proposal on behalf of the vendor/contractor and that the vendor/contractor is ready, willing and able to perform if awarded this bid/proposal.

Name of Business	**Date**
Address	**Authorized Signature**
City and State **Zip Code**	**Name (Typed or Printed)**
Phone Number	**Undersigned Title**
E-Mail Address	**Company URL**

NOTE: Changes to this RFP may be issued in the form of an addendum at any time prior to the due date and time for submitting proposals. The RFP Coordinator maintains a mailing list of all vendors that were provided copies of this solicitation (via vendor pickup, mail, fax or email). The RFP Coordinator will send the addendum to any vendor who directly received a copy of the RFP from the RFP Coordinator. Any vendor who did not directly receive a copy of the RFP from MCC is encouraged to visit MCC's web site regularly to learn of any changes to the solicitation (http://www.muskegoncc.edu/pages/2933.asp) and contact the RFP Coordinator to have their name added to the mailing list.

Schedule C

Muskegon Community College

CERTIFICATION. REGARDING DEBARMENT, SUSPENSION, & OTHER RESPONSIBILITY MATTERS

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

1.   Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in transactions under federal non-procurement programs by any federal department or agency.

2.   Have not, within the three-year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default, have ever been on the Prevailing Wage Violator's Registry or are currently being investigated under current name or any DBA's, corporate names, subsidiaries or other business entities under which you have operated in the last three years; and

3.   Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three-year period preceding the bid, been convicted or had a civil judgment rendered against it.

   A.   For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction.

   B.   For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging, or

   C.   For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. § 1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

_____

Name/Title of Authorized Representative   Name of Participant Agency or Firm

_____

Signature of Authorized Representative   Date

☐ I am unable to certify the above statement. Attached is my explanation.

APPENDIX - Current Bookstore Floor Plan

RECEIVING

OFFICE
9'x12'

STOCKROOM
18'x58'

AUXILIARY
STOCKROOM
20'x20'

TRANS-
FORMER   E.P.

12'x20'
BREAKROOM

40'

103'

emergency
egress

CASH & NETWORK
ROOM
12'x10'

emergency
egress

Main Entry From College
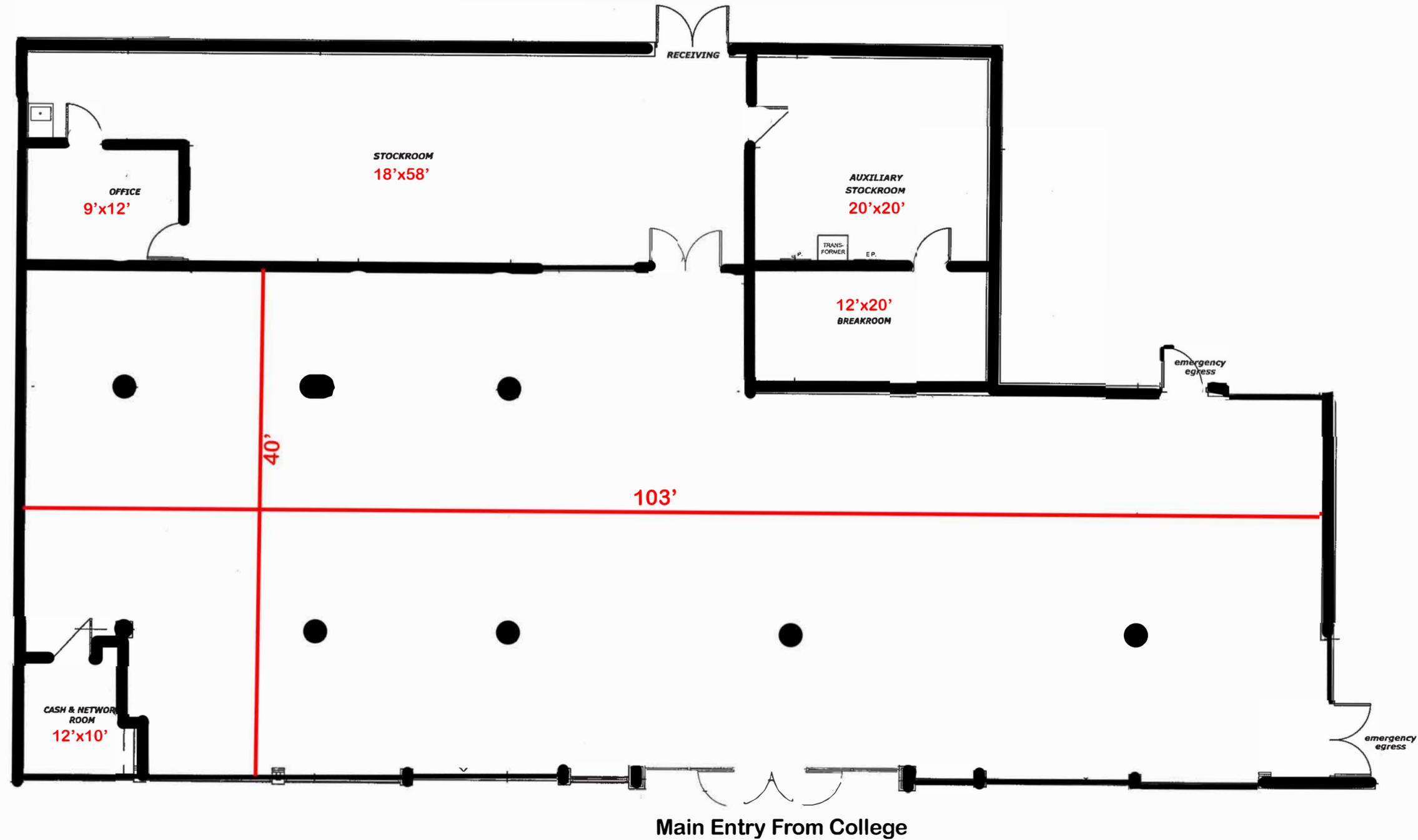
Muskegon Community College Book store

Attachment A:
Pricing Model 1

Course		Course Name	Enrollment	Title	Author	Edition	Publisher	ISBN 13	Format
PSCI 111	W01X	Intro to American Government	30	Enduring Democracy	Dautrich, Kenneth	7TH 24	SAGE	9781071847022	PRINT
PSYC 201	W01	General Psychology	30	Exploring Psychology in Modules	Myers, David	12TH 22	MPS	9781319433246	PRINT
PSYC 201	W01	General Psychology	30	Exploring Psychology in Modules - Achieve	Myers, David	12TH 22	MPS	8220127206006	Access Code
ACC 201	W01H	Principles of Accounting I	29	Financial and Managerial Accounting (Looseleaf) - With Access	Wild, John	9Th 22	McGraw-Hill	9781265884871	PRINT
PHIL 101	W01	Basic Concepts of philosophy	27	Philosophy	Stich, Stephen	2ND	Oxford University Press	9780197768013	PRINT
W 101A	W691	Basic Welding	16	Gas Metal Arc Welding, Basic	Hobart Institute	Latest	Hobart Institute	9781936058068	PRINT
W 101A	W691	Basic Welding	16	Oxyacetylene Welding, Brazing and Cutting	Hobart Institute	12TH	Hobart Institute	9781936058136	PRINT
W 101A	W691	Basic Welding	16	Symbols for Welding (Looseleaf)	Hobart Institute	13TH	Hobart Institute	9781936058242	PRINT
MATH 109A	W01H	College Algebra	24	Functions and Change: A Modeling Approach to College Algebra	Crauder	6TH	Cengage	9781337111409	PRINT
BIOL 152L&L	W03	Biology Lab & Lecture	20	FUND.OF ANAT.+PHYS.+ATLAS+LAB.MAN.-W/ACCESS	Pearson	9TH	Pearson	9780137642311	PRINT
BIOL 152L&L	W03	Biology Lab & Lecture	20	The Complete Blausen Human Anatomy & Physiology Experience	Blausen Medical	Current	Blausen Medical		Digital Application
BIOL 152L&L	W03	Biology Lab & Lecture	20	A Photographic Atlas for Anatomy & Physiology	Hebert, Heisler, et al	2014	PEARSON	9780321869258	PRINT
BIOL 152L&L	W03	Biology Lab & Lecture	20	Laboratory Manual for Human Anatomy & Physiology	Greene, Robinson, Strong	2021	PEARSON	9780135473696	PRINT
BIOL 152L&L	W03	Biology Lab & Lecture	20	MasteringA&P Access Card			PEARSON	9780134296036	Access Code
BIOL 152L&L	W03	Biology Lab & Lecture	20	Mastering A&P BIOL 152 BUNDLE	Greene, etc.		PEARSON	9780137642311	Custom Bundle
BUS 123	W01	Business Law I	30	Law for Business (Looseleaf)	Barnes	15th	McGraw-Hill	9781266852602	
CAD 110	W69	Intro Computer-Aided Drafting	16	Technical Drawing with Engineering Graphics	Giesecke	16th	Pearson	9780138065720	
AT 122	W01	Fuel Syst & Emission Control	13	Automotive Technology: Principles, Diagnosis, and Service	Halderman	6th	Pearson	9780135257272	

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
ACC-100-W01H	Fundamentals of Accounting	30	11	3	0
ACC-201-W01H	Principles of Accounting I	30	28	4	0
ACC-201-W02X	Principles of Accounting I	30	31	4	0
ACC-202-W01H	Principles of Accounting II	30	23	4	0
ACC-202-W03H	Principles of Accounting II	30	18	4	0
ACC-206-W01X	Quick Books	22	15	3	0
ACC-220-W01X	Fed Tax I	30	8	4	0
AH-101-W01X	Medical Terminology	25	27	3	0
AH-101-W02X	Medical Terminology	25	20	3	0
AH-101-W03X	Medical Terminology	25	22	3	0
AH-104-W01X	Medical Insurance Billing	20	19	2	0
AH-107-W01	Nurse Aide/Home Health Aide	16	11	5	4
AH-107-W02	Nurse Aide/Home Health Aide	16	6	5	4
AH-196-W01X	Electronic Health Records	25	23	3	0
AMT-129A-W01X	Introduction to Technology	20	18	3	3
ANTH-103-W01	Cult Diversity in Cont. Soc.	30	17	3	0
ANTH-103-W02	Cult Diversity in Cont. Soc.	30	31	3	0
ANTH-103-W03	Cult Diversity in Cont. Soc.	30	24	3	0
ANTH-103-W07X	Cult Diversity in Cont. Soc.	30	28	3	0
ANTH-103-W08X	Cult Diversity in Cont. Soc.	30	21	3	0
ANTH-103-W09SA	Cult Diversity in Cont. Soc.	30	1	3	0
ANTH-105D-W01H	Intro to Physical Anth/Arch	30	14	4	0
ANTH-105D-W02X	Intro to Physical Anth/Arch	30	27	4	0
ANTH-105D-W60	Intro to Physical Anth/Arch	30	6	4	0
ANTH-105D-W63	Intro to Physical Anth/Arch	30	10	4	0
ANTH-105D-W64	Intro to Physical Anth/Arch	30	7	4	0
ANTH-105D-W68	Intro to Physical Anth/Arch	30	10	4	0
ART-100A-W01H	Art Appreciation	18	16	3	3
ART-100A-W02	Art Appreciation	18	16	3	3
ART-104-W01	Drawing I	16	15	3	3
ART-104-W02	Drawing I	16	12	3	3
ART-104-W03	Drawing I	16	14	3	3
ART-107-W01	Painting I	18	16	3	3
ART-108-W01	Ceramics I	18	11	3	3
ART-108-W02	Ceramics I	18	13	3	3
ART-108-W03	Ceramics I	18	16	3	3
ART-117-W01	3-D Form & Space	16	11	3	3
ART-199-W01X	Art Hist II-Ren Art to Modern	30	28	3	0
ART-202-W01	Contemporary Art History	30	19	3	0
ART-207-W01	Painting II	18	3	3	3
ART-208-W01	Ceramics II	18	6	3	3
ART-208-W02	Ceramics II	18	1	3	3
ART-208-W03	Ceramics II	5	2	3	3
ART-214-W01SA	Photography 35MM Black/White	15	1	3	3
ASL-101-W01X	American Sign Language I	20	14	3	0
ASL-101-W03X	American Sign Language I	20	13	3	0
ASL-102-W01X	American Sign Language II	20	6	3	0

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
ASTR-101-W01	General Astronomy	30	22	4	0
ASTR-101-W02	General Astronomy	30	26	4	0
ASTR-101-W03X	General Astronomy	30	28	4	0
ASTR-105A-W01X	Cosmology	35	30	4	0
AT-122-W01	Fuel Syst & Emission Control	18	9	3	3
AT-123-W01	Electrical-Tune Up	18	10	3	3
AT-211-W01	Auto Transmissions	18	19	3	3
AT-212-W01	Alignment & Suspension	18	18	3	3
AT-230-W01	Automotive Service	12	11	2	2
BCOM-102-W01	Adv. Business & Tech Communi	20	14	3	1
BCOM-102-W02H	Adv. Business & Tech Communi	20	19	3	1
BCOM-102-W03X	Adv. Business & Tech Communi	20	19	3	1
BIOL-113L&L-W01	Introductory Biology	20	17	4	3
BIOL-113L&L-W02H	Introductory Biology	20	13	4	3
BIOL-113L&L-W03X	Introductory Biology	20	18	4	3
BIOL-115L-W01	Intro to A & P Lab	20	4	1	2
BIOL-115-W01	Intro to A & P	20	11	4	0
BIOL-121L&L-W03	Plant Biology	20	18	4	2
BIOL-130L&L-W01	General Biology I	16	13	4	3
BIOL-130L&L-W02	General Biology I	16	14	4	3
BIOL-130L&L-W03	General Biology I	16	11	4	3
BIOL-152HON-W01	Human Anatomy Honors	5	3	1	0
BIOL-152L&L-W01	Human Anatomy	21	16	4	2
BIOL-152L&L-W02	Human Anatomy	21	18	4	2
BIOL-152L&L-W03	Human Anatomy	21	14	4	2
BIOL-152L&L-W04	Human Anatomy	21	12	4	2
BIOL-152L&L-W05	Human Anatomy	21	18	4	2
BIOL-152L&L-W06H	Human Anatomy	21	8	4	2
BIOL-152L&L-W07H	Human Anatomy	21	8	4	2
BIOL-152SUP-W01	Human Anatomy-Supp Instruct	20	14	1	1
BIOL-152SUP-W02	Human Anatomy-Supp Instruct	20	5	1	1
BIOL-207A-W01	Microbiology Lab	20	20	1	2
BIOL-207A-W02	Microbiology Lab	20	17	1	2
BIOL-207A-W03	Microbiology Lab	20	20	1	2
BIOL-207LEC-W01H	Microbiology Lecture	20	14	3	0
BIOL-207LEC-W02H	Microbiology Lecture	20	19	3	0
BIOL-207LEC-W03X	Microbiology Lecture	20	18	3	0
BIOL-252L&L-W01	Human Physiology	20	19	4	2
BIOL-252L&L-W02	Human Physiology	20	18	4	2
BIOL-252L&L-W03H	Human Physiology	20	18	4	2
BIOL-252L&L-W04H	Human Physiology	20	8	4	2
BUS-108-W01X	Intro to Project Management	30	12	3	0
BUS-121-W01X	Introduction to Business	30	28	3	0
BUS-121-W03H	Introduction to Business	30	16	3	0
BUS-122-W01	Principles of Management	30	17	3	0
BUS-122-W02X	Principles of Management	30	24	3	0
BUS-123-W01X	Business Law I	30	37	3	0

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
BUS-125-W01X	Supervision	30	29	3	0
BUS-126-W01X	Business Math	20	17	3	0
BUS-126-W03H	Business Math	20	17	3	0
BUS-127-W02H	Human Relations	30	25	3	0
BUS-127-W03X	Human Relations	30	24	3	0
BUS-131-W01X	Intro to Entrepreneurship	30	12	1	0
BUS-161A-W01X	Effective Selling	24	25	3	0
BUS-162-W01X	Principles of Retailing	30	28	3	0
BUS-167-W01X	Professionalism in Your Career	20	16	1	0
BUS-179-W01X	Keyboarding	50	26	1	0
BUS-180D-W01X	Intro to Word Proc-Part I	16	11	3	0
BUS-181C-W01X	Office Proced I-Docum Format	20	11	3	0
BUS-182C-W01X	Office Proced II - Doc Product	20	10	3	0
BUS-200-W01X	International Business	30	29	3	0
BUS-204-W01H	eMarketing	15	14	3	0
BUS-204-W02H	eMarketing	15	13	3	0
BUS-222-W01X	Organizational Behavior	30	16	3	0
BUS-240-W01X	Entrepreneurship Capstone	16	4	3	0
BUS-260-W01X	Principles of Marketing	30	31	3	0
BUS-266-W02	Quality Customer Service II	30	1	3	0
BUS-273A-W02H	Human Resource Management	30	18	3	0
BUS-280C-W01X	Word Processing - Part II	20	2	3	0
BUS-290CI1-W01	Cooperative Internship	5	1	1	0
BUS-290CI2-W01	Cooperative Internship	5	3	2	0
BUS-290CI-W01	Cooperative Internship	5	3	3	0
CAD-110-W01X	Intro Computer-Aided Drafting	20	17	3	3
CAD-110-W69	Intro Computer-Aided Drafting	20	15	3	3
CAD-150-W01X	Blueprint Reading	32	22	3	1
CAD-151-W01X	Geometric Dimen & Tolerance	24	15	3	0
CAD-210-W69	Paramet Design I-Part Model	20	5	3	3
CAD-250-W69	Intro to SolidWorks 3D	20	17	3	3
CAD-260-W69H	CAD CAPSTONE	20	7	4	2
CHEM-100A-W01	Chemistry Fundamentals Lab	22	11	1	2
CHEM-100A-W02	Chemistry Fundamentals Lab	22	8	1	2
CHEM-100A-W03	Chemistry Fundamentals Lab	22	12	1	2
CHEM-100LEC-W01	Chemistry Fundamentals - Lec	22	19	4	0
CHEM-100LEC-W02	Chemistry Fundamentals - Lec	22	6	4	0
CHEM-100LEC-W03H	Chemistry Fundamentals - Lec	22	11	4	0
CHEM-101A-W01	General & Inorganic Chem Lab	24	23	1	2
CHEM-101LEC-W01	General & Inorganic Chem Lec	24	23	4	0
CHEM-101LEC-W02	General & Inorganic Chem Lec	1	1	4	0
CHEM-101SUP-W01X	Chemistry 101 Fundamentals	24	9	2	0
CHEM-102A-W01	General & Inorganic Chem-Lab	24	11	1	2
CHEM-102LEC-W01	General & Inorganic Chem-Lec	24	11	4	0
CHEM-109A-W01	Chemistry-Health Science Lab	24	18	1	2
CHEM-109A-W02	Chemistry-Health Science Lab	24	15	1	2
CHEM-109LEC-W01X	Chemistry for Health Science	35	34	4	0

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
CIS-100-W01X	Intro to PC's-Windows	16	15	1	0
CIS-100-W02X	Intro to PC's-Windows	16	16	1	0
CIS-100-W03X	Intro to PC's-Windows	16	22	1	0
CIS-101EW-W01X	Elect Sprdshts-Microsoft Excel	16	7	1	0
CIS-102EW-W02X	Interm Sprdsht-Microsoft Excel	16	10	1	0
CIS-110-W01X	Computer Concepts	30	35	3	0
CIS-110-W02X	Computer Concepts	30	29	3	0
CIS-110-W03X	Computer Concepts	30	31	3	0
CIS-110-W60H	Computer Concepts	30	23	3	0
CIS-119PP-W01X	Pres Graphic-Microsoft Powerpt	16	8	1	0
CIS-120A-W01	Computer Information Systems	30	27	3	0
CIS-120A-W02X	Computer Information Systems	30	29	3	0
CIS-120A-W03X	Computer Information Systems	30	27	3	0
CIS-120A-W04X	Computer Information Systems	30	27	3	0
CIS-120A-W05	Computer Information Systems	30	28	3	0
CIS-120A-W06X	Computer Information Systems	30	21	3	0
CIS-153A-W01X	Database Management-Access	16	9	1	0
CIS-183-W01X	Networking Technologies	16	14	3	0
CIS-185-W01X	'C' Programming	16	13	3	0
CIS-186-W01X	Python Programming	16	17	3	0
CIS-199-W01X	Content Management Systems	15	13	1	0
CIS-202A-W01X	IT SEC & Automation (CISCO3)	15	8	4	0
CIS-202A-W02	IT SEC & Automation (CISCO3)	15	10	4	0
CIS-204-W01X	CCNA Cybersecurity CISCO 4	15	9	4	0
CIS-204-W02	CCNA Cybersecurity CISCO 4	15	9	4	0
CIS-209A-W01X	Comptia A+ Part B	18	14	3	0
CIS-250-W01H	Developing Information Syste	30	7	3	0
CIS-253A-W01X	Database Design/Implem-SQL	16	4	3	0
CIS-257A-W01X	HTML Internet Web Page Design	16	11	3	0
CIS-267PHP-W01X	Server-Side Web Programming	15	9	3	0
CIS-275-W01X	Linux Operating System	16	9	3	0
CIS-282-W01X	Visual C# Programming	15	6	3	0
CIS-283B-W01	Windows Server Admin II	16	12	3	0
CIS-287A-W01	Digital Video Editing	16	10	3	0
CIS-293A-W01	Network Security	16	11	3	0
CJ-102-W01	Police Administration I	30	10	3	0
CJ-204-W01	Criminal Investigation	30	13	3	0
CJ-257-W01	Client Relations in Correcti	30	5	3	0
CJ-258A-W01X	Client Growth & Development	30	26	3	0
COM-101-W01H	Oral Communications	20	15	3	0
COM-101-W02X	Oral Communications	20	17	3	0
COM-101-W03X	Oral Communications	20	20	3	0
COM-101-W04SA	Oral Communications	20	1	3	0
COM-101-W05SA	Oral Communications	20	1	3	0
COM-107-W01H	Introduction to Journalism	24	7	3	0
COM-201-W01H	Public Speaking	15	17	3	0
COM-201-W02H	Public Speaking	15	17	3	0

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
COM-201-W04X	Public Speaking	15	11	3	0
COM-203-W01	Introduction to Cinema	30	17	3	0
COM-212-W01	Television Production	20	10	3	1
CSS-100A-W01H	College Success Seminar	24	14	3	0
CSS-100A-W02H	College Success Seminar	24	9	3	0
CSS-100A-W03	College Success Seminar	24	8	3	0
DMU-101-W02	Audio Recording I	12	2	3	0
DMU-102-W01	Audio Recording II	12	5	3	0
DMU-104-W01	Live Audio Production	12	5	3	0
DMU-110-W01	Intro to MIDI Instruments	12	2	3	0
DNC-102-W01	Ballet I	20	13	1	1
DNC-106-W01	Social Dance I	20	4	1	1
ECON-101A-W01H	Principles of Macroeconomics	30	16	4	0
ECON-101A-W02H	Principles of Macroeconomics	30	29	4	0
ECON-101A-W03X	Principles of Macroeconomics	30	33	4	0
ECON-102A-W01H	Principles of Microeconomics	30	28	4	0
ECON-102A-W02X	Principles of Microeconomics	30	36	4	0
ED-109A-W01H	Parent-Child Connection	30	11	3	1
ED-111A-W01H	Intro to Early Childhood Edu	30	16	3	1
ED-120C-W01H	Anti-bias Curriculum in ECE	30	8	3	1
ED-210-W01H	Child Care and Guidance	30	9	3	0
ED-211A-W01X	Behavior Management	30	20	3	1
ED-216A-W01X	Educating Exceptional Children	30	23	3	1
ED-220B-W01H	Early Childhood Observe Assess	20	6	2	1
ED-225A-W01H	Child Development (age 0-8)	30	11	3	1
ED-225A-W02X	Child Development (age 0-8)	30	15	3	1
ED-230A-W01H	Children's Literature	30	17	3	1
ED-234A-W01X	Educational Psychology	25	21	3	1
ED-252B-W01X	Child Development Practicum	20	9	3	3
ELTC-101AL&L-W691H	Electricity-Basic	20	19	4	2
ELTC-101AL&L-W69H	Electricity-Basic	20	15	4	2
ELTC-103-W69	Residential Wiring	20	19	3	1
ELTC-104A-W69	Basic Industrial Robotics	10	10	3	3
ELTC-106-W01	Fire Alarm Systems	5	2	1	0
ELTC-150-W69	Industrial Electricity	20	16	3	1
ELTC-160L&L-W69	Programmable Controllers	18	16	3	1
ELTC-210-W69	Industrial Communications	12	11	3	1
ELTC-220-W69	Electrical Troubleshooting	16	11	3	1
ELTR-101A-W69	Electronics-Basic	20	15	4	3
ELTR-112A-W69	Digital Electronics I	20	12	4	2
ELTR-202B-W69	Industrial Electr Sys	20	12	4	2
ELTR-212A-W01	Biomedical Instrumentation II	5	1	4	2
ENG-101-W04H	English Composition	11	11	3	1
ENG-101-W05H	English Composition	11	13	3	1
ENG-101-W06H	English Composition	11	6	3	1
ENG-101-W07H	English Composition	22	13	3	1
ENG-101-W08H	English Composition	22	16	3	1

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
ENG-101-W09H	English Composition	22	18	3	1
ENG-101-W10H	English Composition	22	16	3	1
ENG-101-W11H	English Composition	22	17	3	1
ENG-101-W12X	English Composition	22	19	3	1
ENG-101-W13X	English Composition	22	25	3	1
ENG-101-W14X	English Composition	22	16	3	1
ENG-101-W15X	English Composition	22	18	3	1
ENG-101-W16X	English Composition	22	18	3	1
ENG-101-W17X	English Composition	22	19	3	1
ENG-101-W18X	English Composition	22	18	3	1
ENG-101-W19X	English Composition	22	20	3	1
ENG-101-W1FTH	English Composition	11	8	3	1
ENG-101-W2FTH	English Composition	11	10	3	1
ENG-101-W3FTH	English Composition	11	6	3	1
ENG-102-W01H	English Composition	25	24	3	0
ENG-102-W02	English Composition	25	23	3	0
ENG-102-W03H	English Composition	25	24	3	0
ENG-102-W04	English Composition	25	25	3	0
ENG-102-W05	English Composition	25	13	3	0
ENG-102-W06H	English Composition	25	26	3	0
ENG-102-W07H	English Composition	25	21	3	0
ENG-102-W08H	English Composition	25	10	3	0
ENG-102-W10	English Composition	25	22	3	0
ENG-102-W11H	English Composition	25	25	3	0
ENG-102-W12H	English Composition	25	15	3	0
ENG-102-W13X	English Composition	25	23	3	0
ENG-102-W14X	English Composition	25	22	3	0
ENG-102-W15X	English Composition	25	24	3	0
ENG-102-W16H	English Composition	25	21	3	0
ENG-102-W17X	English Composition	25	24	3	0
ENG-102-W18X	English Composition	25	23	3	0
ENG-102-W19X	English Composition	25	23	3	0
ENG-102-W20X	English Composition	25	17	3	0
ENG-102-W60H	English Composition	25	25	3	0
ENG-102-W61H	English Composition	25	11	3	0
ENG-102-W63	English Composition	25	21	3	0
ENG-102-W64	English Composition	25	8	3	0
ENG-102-W68H	English Composition	25	17	3	0
ENG-211-W01	World Mythology	25	23	3	0
ENG-218AHON-W01	Horror, Fant & Sci Fict-Honors	5	1	1	0
ENG-218A-W01	Horror, Fantasy & Science Fict	25	19	3	0
ENG-228-W01	British Literature II	25	9	3	0
ENG-231HON-W01	Themes in Women's Studies-Hon	10	2	1	0
ENG-231-W01	Themes in Women's Literature	22	12	3	0
ENGR-202-W03	Statics	20	2	3	0
ENGR-204-W01X	Engineering Dynamics	24	7	3	0
ENGR-299-W01	Introductory Programming	1	1	2	0

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
FR-101-W01X	Basic French	30	24	4	0
GEOG-101A-W02	Physical Geography Lec & Lab	26	22	4	1
GEOG-101A-W03	Physical Geography Lec & Lab	26	9	4	1
GEOG-104-W01	Cultural Geography	30	12	3	0
GEOG-105-W01	World Regional Geography	30	27	3	0
GEOG-214-W01X	Science of Climate Change	24	18	3	0
GEOG-215-W01X	Weather and Climate Lec/Lab	24	25	4	1
GEOG-215-W60H	Weather and Climate Lec/Lab	24	9	4	1
GEOL-100-W01	Natural Disasters	24	20	3	0
GEOL-100-W02	Natural Disasters	24	24	3	0
GEOL-101A-W01X	Introduction to Geology	24	19	4	1
GEOL-101A-W02X	Introduction to Geology	24	23	4	1
GEOL-101A-W03X	Introduction to Geology	24	21	4	1
GEOL-102-W01	Intro. to Earth History	24	21	4	1
GER-101-W01	Basic German	25	10	4	0
GER-102-W02SA	Basic German	20	1	4	0
GRD-101-W01	Introduction to InDesign	16	14	3	0
GRD-102-W01	Introduction to Illustrator	16	18	3	0
GRD-103-W01	Introduction to Photoshop	16	14	3	0
GRD-110-W01	Principles of Design	16	12	3	3
GRD-120-W01	Intro to Graphic Design	16	12	3	3
GRD-140-W01	Introduction to Typography	16	13	3	3
GRD-205-W01X	UX Design and Implementation	15	10	3	0
GRD-280-W69	Portfolio Preparation	16	14	3	3
GRD-292-W69	Graphic Design Studio M	16	14	3	3
HE-100A-W01	Community First Aid and Safe	16	16	2	0
HE-102-W01X	Nutrition for Fitness & Spor	28	26	3	0
HE-106-W02X	Concepts of Health/Wellbeing	20	16	3	0
HE-110-W01	Industr Safety/Wkplace Trng	16	15	1	1
HE-110-W69	Industr Safety/Wkplace Trng	20	14	1	1
HE-130-W01X	Community Health	25	17	3	0
HIST-101-W01	Western Civilization to 1500	30	22	4	0
HIST-101-W02X	Western Civilization to 1500	30	16	4	0
HIST-102HON-W01	West Civiliz 1500-Pres Honor	3	1	1	0
HIST-102-W01	Western Civiliz-1500 to Pres	30	21	4	0
HIST-102-W02X	Western Civiliz-1500 to Pres	30	15	4	0
HIST-150-W01X	World History to 1500 CE	30	23	3	0
HIST-151-W01X	World History From 1500 CE	30	30	3	0
HIST-151-W60H	World History From 1500 CE	30	16	3	0
HIST-201-W01X	U.S. to 1877	30	28	3	0
HIST-201-W02	U.S. to 1877	30	32	3	0
HIST-202-W01	U.S. From Reconstruction-Pres	30	20	3	0
HIST-202-W02X	U.S. From Reconstruction-Pres	30	32	3	0
HIST-207-W01X	African American History	30	31	3	0
HIST-211-W01X	Michigan History	30	37	3	0
HIST-211-W02X	Michigan History	30	30	3	0
HIST-211-W60H	Michigan History	30	30	3	0

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
HIST-216-W01X	Introduction to WW II	30	18	3	0
HIST-216-W02	Introduction to WW II	30	16	3	0
HP-201-W69	Advanced Hydraulics	12	12	4	2
HUM-195-W01X	Introduction to Humanities	30	28	3	0
HUM-195-W02	Introduction to Humanities	30	29	3	0
HUM-195-W04	Introduction to Humanities	30	24	3	0
HUM-195-W05X	Introduction to Humanities	30	25	3	0
HUM-195-W06X	Introduction to Humanities	30	19	3	0
HUM-195-W07	Introduction to Humanities	30	14	3	0
HUM-195-W08X	Introduction to Humanities	30	27	3	0
HUM-195-W09SA	Introduction to Humanities	30	1	3	0
HUM-195-W11X	Introduction to Humanities	30	26	3	0
HUM-195-W60H	Introduction to Humanities	30	30	3	0
HUM-195-W68	Introduction to Humanities	30	15	3	0
MA-101A-W01H	Medical Assistant Admin I	24	16	4	0
MA-102AL&L-W01	Medical Assistant Clinical I	24	9	5	2
MA-102AL&L-W02	Medical Assistant Clinical I	24	4	5	2
MA-105A-W01	Medical Asst Admin II	24	16	3	0
MA-106AL&L-W01	Medical Assistant Clinical II	24	14	6	2
MATH-085-W01	Support for Statistics	12	6	2	0
MATH-085-W02	Support for Statistics	12	6	2	0
MATH-085-W03	Support for Statistics	12	5	2	0
MATH-085-W04	Support for Statistics	12	3	2	0
MATH-087-W01	Support Math for Liberal Arts	12	7	2	0
MATH-087-W02	Support Math for Liberal Arts	12	4	2	0
MATH-087-W04X	Support Math for Liberal Arts	12	11	2	0
MATH-089-W01	Support for College Algebra	12	7	2	0
MATH-089-W02	Support for College Algebra	12	2	2	0
MATH-100NRT-W01	Math for Health Science	24	21	4	0
MATH-100NRT-W02	Math for Health Science	24	17	4	0
MATH-100NRT-W03	Math for Health Science	30	15	4	0
MATH-105-W01X	Math for Elementary Teachers	24	18	4	0
MATH-107A-W01X	Math for Liberal Arts	24	16	4	0
MATH-107A-W02	Math for Liberal Arts	12	10	4	0
MATH-107A-W03	Math for Liberal Arts	12	7	4	0
MATH-107A-W04	Math for Liberal Arts	14	10	4	0
MATH-107A-W05	Math for Liberal Arts	10	4	4	0
MATH-107A-W06	Math for Liberal Arts	24	16	4	0
MATH-107A-W07X	Math for Liberal Arts	14	10	4	0
MATH-107A-W08X	Math for Liberal Arts	10	11	4	0
MATH-109A-W02	College Algebra	17	14	4	0
MATH-109A-W03	College Algebra	7	7	4	0
MATH-109A-W04	College Algebra	17	15	4	0
MATH-109A-W05	College Algebra	7	2	4	0
MATH-109A-W06	College Algebra	24	19	4	0
MATH-115A-W01	Probability and Statistics	24	21	4	0
MATH-115A-W02X	Probability and Statistics	40	18	4	0

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
MATH-115A-W03	Probability and Statistics	12	10	4	0
MATH-115A-W04	Probability and Statistics	12	6	4	0
MATH-115A-W05	Probability and Statistics	15	14	4	0
MATH-115A-W06	Probability and Statistics	9	6	4	0
MATH-115A-W07	Probability and Statistics	15	16	4	0
MATH-115A-W08	Probability and Statistics	9	5	4	0
MATH-115A-W09	Probability and Statistics	15	7	4	0
MATH-115A-W10	Probability and Statistics	9	3	4	0
MATH-121-W01	Pre-STEM College Algebra	24	21	4	0
MATH-141-W01H	Precalculus	24	8	5	0
MATH-141-W02H	Precalculus	24	10	5	0
MATH-161-W01	Calculus I	24	24	4	0
MATH-162A-W01	Calculus II	24	11	4	0
MATH-283-W01	Calculus III	20	17	4	0
MATH-295-W01	Differential Equations	20	13	4	0
MET-201-W69	Metallurgy	16	14	3	2
MT-101B-W69	Basic Machining	16	10	4	2
MT-101B-W691	Basic Machining	16	9	4	2
MT-102A-W69	Intermediate Machining	16	8	3	2
MT-103A-W69	Advanced Machining	16	1	3	2
MT-150-W01X	Machinery Handbook	25	14	3	0
MT-205A-W69	NC/CNC Num Con/Comp Num Cntrl	16	8	3	2
MT-206A-W69	2-D CAD/CAM Comp Aid Des Mch	16	7	3	2
MT-218-W691	5-Axis CNC & CMM	16	2	3	2
MT-222-W69	Machining Capstone	16	3	3	2
MT-240-W69	Basic Machine Repair	16	14	3	3
MU-100-W02X	Intro to Music Theory	12	8	3	0
MU-100-W03X	Intro to Music Theory	12	10	3	0
MU-103A-W01	Music Appreciation	30	26	3	0
MU-103A-W02	Music Appreciation	30	21	3	0
MU-103A-W03X	Music Appreciation	30	29	3	0
MU-103A-W04X	Music Appreciation	30	24	3	0
MU-103A-W60	Music Appreciation	30	15	3	0
MU-104CS-W02	College Singers	40	5	1	1
MU-105CS-W02	College Singers	50	2	1	1
MU-111A-W01	Wind Ensemble	50	5	1	1
MU-111B-W01	Wind Ensemble	50	3	1	1
MU-111C-W01	Wind Ensemble	50	2	1	1
MU-111E-W01	Wind Ensemble	50	2	1	1
MU-117A-W01	Jazz Ensemble	17	3	1	1
MU-117B-W01	Jazz Ensemble	17	5	1	1
MU-117D-W01	Jazz Ensemble	17	1	1	1
MU-127A-W01	Jazz Guitar-Secondary In-	1	1	1	0
MU-190B-W01	Class Piano - Non-Music Maj-	12	6	2	1
MU-190C-W01	Class Piano	12	3	1	1
MU-191C-W01	Class Piano	12	1	1	1
NUR-121A-W01H	Basic Pharmacology	50	6	1	0

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
NUR-126-W01	Family Health & Nursing Care	50	39	7	8
NUR-131B-W01	Care of Childrearing Family	50	39	8	8
NUR-211A-W01	Care of Family-Psycho Crisis	50	38	4	4
NUR-212B-W01	Care Family-Physiolog Crisis	50	40	8	8
NUR-222A-W01	Managing Care of the Family	50	38	5	6
OFC-112-W01H	SPORTS OFFICIATING	16	8	3	0
PEA-100C-W01	Hatha Yoga	20	10	1	1
PEA-100C-W02	Hatha Yoga	20	15	1	1
PEA-100C-W03X	Hatha Yoga	20	20	1	1
PEA-101A-W02	Fitness/Wellness/Nutrition	25	18	1	1
PEA-101A-W04X	Fitness/Wellness/Nutrition	25	20	1	1
PEA-101A-W05	Fitness/Wellness/Nutrition	25	13	1	1
PEA-101A-W06X	Fitness/Wellness/Nutrition	25	22	1	1
PEA-101A-W68H	Fitness/Wellness/Nutrition	15	14	1	1
PEA-103-W01	Weight Training	16	13	1	1
PEA-103-W02	Weight Training	16	14	1	1
PEA-103-W03	Weight Training	16	11	1	1
PEA-103-W04X	Weight Training	16	13	1	1
PEA-104A-W01	Walking, Jogging and Condit-	25	16	1	1
PEA-104A-W02X	Walking, Jogging and Condit-	25	21	1	1
PEA-105-W01	Pocket Billiards	20	17	1	1
PEA-108-W01	Bowling	30	17	1	1
PEA-109-W01	Sport Judo and Self Defense	18	4	1	1
PEA-121-W01X	Human Movement Science	20	18	3	0
PEA-121-W02X	Human Movement Science	20	17	3	0
PEA-121-W03X	Human Movement Science	20	19	3	0
PEA-121-W04X	Human Movement Science	20	15	3	0
PEA-165-W01H	Tai Chi	18	8	1	1
PEA-200-W01	Kundalini Yoga	20	5	1	1
PEA-200-W68	Kundalini Yoga	15	12	1	1
PEA-201-W01X	Aerobic Movement for Fitness	20	17	1	1
PEA-209-W01	Sport Judo & Self Defense II	18	4	1	1
PEP-200-W01H	Personal Training	12	8	3	0
PEP-203-W01X	Fundamentals of Coaching	20	17	3	0
PHIL-101-W02	Basic Concepts of Philosophy	30	23	3	0
PHIL-101-W03	Basic Concepts of Philosophy	30	23	3	0
PHIL-101-W04X	Basic Concepts of Philosophy	30	26	3	0
PHIL-101-W05X	Basic Concepts of Philosophy	30	24	3	0
PHIL-101-W68	Basic Concepts of Philosophy	30	18	3	0
PHIL-102-W01X	Principles of Logic	30	24	3	0
PHIL-104-W01	Symbolic Logic	30	16	3	0
PHIL-105-W01	World Religions	30	12	3	0
PHIL-204-W01X	Biomedical Ethics	24	14	3	0
PHIL-204-W02X	Biomedical Ethics	24	19	3	0
PHIL-205-W01	Business Ethics	30	20	3	0
PHIL-205-W02X	Business Ethics	30	25	3	0
PHIL-207-W01	Environmental Ethics	30	22	3	0

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
PHSC-101A-W01	Intro Physical Science L&l	24	23	4	2
PHSC-101A-W02H	Intro Physical Science L&l	24	7	4	2
PHYS-201CL&L-W02	College Physics I Lec/Lab	24	2	5	2
PHYS-202CL&L-W02	Principles of Physics	5	1	5	2
PHYS-203L&L-W01	Engineering Physics I	24	8	5	2
PHYS-204L&L-W01	Engineering Physics II	24	16	5	2
PSCI-111-W01X	Intro to American Government	30	25	4	0
PSCI-111-W02	Intro to American Government	30	26	4	0
PSCI-111-W03X	Intro to American Government	30	19	4	0
PSCI-111-W64H	Intro to American Government	30	7	4	0
PSCI-211-W01X	Comparative World Government	30	27	3	0
PSYC-102-W02X	Applied Psychology	30	23	3	0
PSYC-201-W01	General Psychology	30	24	4	0
PSYC-201-W02	General Psychology	30	25	4	0
PSYC-201-W03	General Psychology	30	26	4	0
PSYC-201-W04X	General Psychology	30	34	4	0
PSYC-201-W05	General Psychology	30	34	4	0
PSYC-201-W06X	General Psychology	30	33	4	0
PSYC-201-W07X	General Psychology	30	29	4	0
PSYC-201-W08X	General Psychology	30	25	4	0
PSYC-201-W09X	General Psychology	30	32	4	0
PSYC-201-W68	General Psychology	30	18	4	0
PSYC-203-W01	Abnormal Psychology	30	28	4	0
PSYC-203-W02X	Abnormal Psychology	30	24	4	0
PSYC-207-W01	Life Span Development	30	27	4	0
PSYC-209-W01X	Psyc. Disorders of Childhood	30	23	3	0
PSYC-210HON-W01	Social Psychology Honors	1	1	1	0
PSYC-210-W01X	Social Psychology	30	33	3	0
RDG-090-W1FT	Integrated Reading and Writing	11	8	3	0
RDG-090-W2FT	Integrated Reading and Writing	11	10	3	0
RDG-090-W3FTH	Integrated Reading and Writing	11	5	3	0
RT-110AL&L-W01	Equipment and Procedures I	25	12	3	1
RT-111B-W01	Introduction to Respiratory	25	12	2	0
RT-120AL&L-W01	Equipment and Procedures II	25	12	3	1
RT-121-W01	Cardio-Respiratory Pharma-	25	12	2	0
RT-122-W01	Clinical I	25	12	2	2
RT-210-W01	Cardiovascular & Renal Physi	25	17	4	0
RT-220C-W01	Pediatric/Neonatal Crit Care	25	17	4	2
SOC-101HON-W01	Prin. of Sociology-Honors	5	3	1	0
SOC-101-W01	Principles of Sociology	30	25	3	0
SOC-101-W02	Principles of Sociology	30	28	3	0
SOC-101-W03X	Principles of Sociology	30	27	3	0
SOC-101-W04X	Principles of Sociology	30	31	3	0
SOC-101-W60H	Principles of Sociology	30	28	3	0
SOC-101-W63	Principles of Sociology	30	10	3	0
SOC-101-W64H	Principles of Sociology	30	7	3	0
SOC-101-W68	Principles of Sociology	30	12	3	0

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
SOC-102AHON-W01	Race, Ethnicity, and Imm - Hon	5	2	1	0
SOC-102A-W01	Race, Ethnicity, & Immigration	30	18	3	0
SOC-202AHON-W01	Modern Social Problems Honors	5	2	1	0
SOC-202A-W01	Modern Social Problems	30	26	3	0
SOC-203-W01H	Intro. to Social Work	30	9	3	0
SPAN-101-W01H	Basic Spanish	25	9	4	0
SPAN-101-W02X	Basic Spanish	25	15	4	0
SPAN-101-W03H	Basic Spanish	25	10	4	0
SPAN-101-W04X	Basic Spanish	25	17	4	0
SPAN-102-W01H	Basic Spanish- Second Sem	20	8	4	0
SPAN-202-W01H	Intermediate Spanish	20	5	4	0
SPAN-202-W02SA	Intermediate Spanish	20	1	4	0
SPAN-299-W02SA	Interm Spanish Conversation	1	1	4	0
ST-200-W01X	Surgical Specialty/Prof Prep	20	19	2	0
ST-213-W01X	Advanced Surg Techniques IV	20	19	4	0
TECH-200-W01	Appl Alternat/Renewable Ener	5	2	3	0
TECH-290CI-W01	Cooperative Internship	30	1	3	0
TH-101-W01	Theater Appreciation	30	16	3	0
TH-101-W02X	Theater Appreciation	30	29	3	0
TH-101-W64	Theater Appreciation	30	6	3	0
TH-101-W68	Theater Appreciation	30	18	3	0
TH-141-W01	Applied Theater-Acting	10	2	1	2
TH-201-W02X	Intro to Theater History	30	27	3	0
TH-204-W01	Improvisation for Actors	12	11	3	0
TMAT-101A-W01X	Technical Math I	30	25	3	0
TMAT-101A-W69	Technical Math I	30	24	3	0
TMAT-102A-W01X	Math-Technical II	30	17	3	0
TMAT-201-W69	Math-Technical III	30	9	3	0
W-101A-W692	Basic Welding	16	15	3	2
W-101A-W693	Basic Welding	16	12	3	2
W-101A-W69FT	Basic Welding	16	14	3	2
W-102A-W69FT	Gas Metal Arc Welding (MIG)	16	14	3	3
W-103A-W69FT	Gas Tungsten Arc Welding (tig)	16	15	3	3
W-105-W691	Shielded Metal Arc Welding	16	8	3	3
W-105-W69FT	Shielded Metal Arc Welding	16	15	3	3
W-206-W69	Metal Fabrication	16	1	3	3
WGS-101-W01	Intro. to Women's & Gender Stu	30	23	3	0
WGS-101-W60H	Intro. to Women's & Gender Stu	30	15	3	0

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
ACC-100-S01X	Fundamentals of Accounting	30	21	3	0
ACC-201-S01X	Principles of Accounting I	30	31	4	0
ACC-206-S01X	Quick Books	22	8	3	0
AH-101-S01X	Medical Terminology	25	21	3	0
AH-101-S02X	Medical Terminology	25	14	3	0
AH-104-S01X	Medical Insurance Billing	20	11	2	0
AH-107-S01	Nurse Aide/Home Health Aide	12	12	5	4
AH-107-S02	Nurse Aide/Home Health Aide	12	10	5	4
AH-111-S01X	Environ. Stressors & Nutrit.	50	44	1	0
AH-196-S01X	Electronic Health Records	25	16	3	0
ANTH-103-S01	Cult Diversity in Cont. Soc.	30	22	3	0
ANTH-103-S02	Cult Diversity in Cont. Soc.	30	22	3	0
ANTH-103-S03X	Cult Diversity in Cont. Soc.	30	26	3	0
ANTH-103-S04X	Cult Diversity in Cont. Soc.	30	25	3	0
ANTH-105D-S02X	Intro to Physical Anth/Arch	40	20	4	0
ART-198-S01X	Art Hist I-Ancient Art-Renai	30	25	3	0
ASL-101-S01X	American Sign Language I	20	11	3	0
ASTR-101-S01X	General Astronomy	30	27	4	0
AT-160A-S01	Automotive Air Conditioning	18	15	3	1
AT-214-S01	Service Management	20	4	3	0
BCOM-102-S01X	Adv. Business & Tech Communi	20	19	3	1
BCOM-102-S02X	Adv. Business & Tech Communi	20	20	3	1
BIOL-113L&L-S01X	Introductory Biology	20	15	4	3
BIOL-115-S01X	Intro to A & P	30	21	4	0
BIOL-152HON-S01	Human Anatomy Honors	5	1	1	0
BIOL-152L&L-S02H	Human Anatomy	20	14	4	2
BIOL-252L&L-S01H	Human Physiology	22	18	4	2
BIOL-252L&L-S02H	Human Physiology	22	17	4	2
BUS-121-S01X	Introduction to Business	30	27	3	0
BUS-122-S01X	Principles of Management	30	25	3	0
BUS-123-S01X	Business Law I	30	31	3	0
BUS-126-S01X	Business Math	20	17	3	0
BUS-127-S01H	Human Relations	30	26	3	0
BUS-166-S01	Quality Customer Service	30	2	3	0
BUS-167-S01H	Professionalism in Your Career	20	18	1	0
BUS-179-S01X	Keyboarding	50	26	1	0
BUS-182C-S01X	Office Proced II - Doc Product	20	4	3	0
BUS-273A-S01	Human Resource Management	30	1	3	0
BUS-280C-S01X	Word Processing - Part II	20	4	3	0
BUS-290CI2-S01	Cooperative Internship	5	2	2	0
BUS-290CI4-S01	Cooperative Internship	5	3	4	0
BUS-290CI-S01	Cooperative Internship	5	3	3	0
CHEM-100A-S01	Chemistry Fundamentals Lab	22	11	1	2
CHEM-100LEC-S01	Chemistry Fundamentals - Lec	22	10	4	0
CIS-100-S01	Intro to PC's-Windows	16	13	1	0
CIS-100-S02X	Intro to PC's-Windows	16	16	1	0
CIS-101EW-S01X	Elect Sprdshts-Microsoft Excel	16	12	1	0

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
CIS-110-S02X	Computer Concepts	30	30	3	0
CIS-119PP-S01X	Pres Graphic-Microsoft Powerpt	16	5	1	0
CIS-120A-S03X	Computer Information Systems	30	24	3	0
CIS-120A-S04H	Computer Information Systems	30	25	3	0
CJ-101-S01X	Introduction to Law Enforce-	30	30	3	0
CJ-104-S01X	Criminology	30	13	3	0
COM-101-S01X	Oral Communications	20	21	3	0
COM-101-S02X	Oral Communications	20	16	3	0
CSS-100A-S01H	College Success Seminar	24	8	3	0
DMU-103-S01	Audio Recording III	12	4	3	0
DMU-201-S01	Digital M/Aud Capstone Project	5	2	3	0
ECON-101A-S01X	Principles of Macroeconomics	30	33	4	0
ECON-102A-S01X	Principles of Microeconomics	30	32	4	0
ED-225A-S01X	Child Development (age 0-8)	30	14	3	1
ED-225A-S01X	Child Development (age 0-8)	30	14	3	1
ELTC-101AL&L-S79H	Electricity-Basic	20	20	4	2
ELTC-104A-S79	Basic Industrial Robotics	10	10	3	3
ELTC-106-S01	Fire Alarm Systems	5	1	1	0
ELTC-152-S79	National Electrical Code	20	18	3	0
ELTC-203-S79	Adv Programmable Controllers	18	15	3	1
ENG-101-S01H	English Composition	22	21	3	1
ENG-101-S02X	English Composition	22	19	3	1
ENG-101-S03X	English Composition	22	16	3	1
ENG-101-S04X	English Composition	22	20	3	1
ENG-101-S05X	English Composition	22	16	3	1
ENG-101-S06X	English Composition	22	22	3	1
ENG-101-S07X	English Composition	22	15	3	1
ENG-101SUP-S01X	English Composition	10	1	1	0
ENG-101SUP-S02X	English Composition	10	1	1	0
ENG-101SUP-S03X	English Composition	10	1	1	0
ENG-102-S01H	English Composition	25	21	3	0
ENG-102-S02X	English Composition	25	22	3	0
ENG-102-S03X	English Composition	25	13	3	0
ENG-102-S04X	English Composition	25	15	3	0
ENG-225-S01X	Major American Writers	25	13	3	0
ENV-110L&L-S02	Environmental Science	16	11	4	2
FR-101-S01SA	Basic French	25	1	4	0
FR-101-S01X	Basic French	25	13	4	0
FR-101-S01X	Basic French	25	13	4	0
GEOG-214-S01X	Science of Climate Change	24	20	3	0
GEOG-215-S01X	Weather and Climate Lec/Lab	24	23	4	1
GEOG-215-S01X	Weather and Climate Lec/Lab	24	23	4	1
GRD-290CI3-S01	Graphic Design Internship	5	0	3	0
HE-100A-S01	Community First Aid and Safe	16	7	2	0
HE-102-S01X	Nutrition for Fitness & Spor	28	23	3	0
HE-106-S01X	Concepts of Health/Wellbeing	20	18	3	0
HIST-101-S01X	Western Civilization to 1500	30	28	4	0

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
HIST-102-S01X	Western Civiliz-1500 to Pres	30	22	4	0
HIST-151-S01X	World History From 1500 CE	30	23	3	0
HIST-201-S01	U.S. to 1877	30	19	3	0
HIST-201-S02X	U.S. to 1877	30	26	3	0
HIST-202-S01X	U.S. From Reconstruction-Pres	30	26	3	0
HP-101-S792	Hydraulics/Pneumatics	20	18	3	1
HP-101-S792	Hydraulics/Pneumatics	20	18	3	1
HP-101-S792	Hydraulics/Pneumatics	20	18	3	1
HP-101-S792	Hydraulics/Pneumatics	20	18	3	1
HP-101-S792	Hydraulics/Pneumatics	20	18	3	1
HP-101-S792	Hydraulics/Pneumatics	20	18	3	1
HP-101-S792	Hydraulics/Pneumatics	20	18	3	1
HUM-195-S01X	Introduction to Humanities	30	24	3	0
HUM-195-S02X	Introduction to Humanities	30	23	3	0
HUM-195-S03X	Introduction to Humanities	30	26	3	0
ICS-297FRA-S01SA	International Studies	10	1	3	0
MA-105A-S01	Medical Asst Admin II	24	14	3	0
MA-106AL&L-S01	Medical Assistant Clinical II	24	9	6	2
MA-110-S01H	Medical Asst Seminar/Practicum	24	11	4	0
MATH-100NRT-S01	Math for Health Science	24	10	4	0
MATH-107A-S01X	Math for Liberal Arts	36	29	4	0
MATH-109A-S02X	College Algebra	30	19	4	0
MATH-115A-S01	Probability and Statistics	24	13	4	0
MATH-115A-S02X	Probability and Statistics	24	10	4	0
MATH-115A-S03X	Probability and Statistics	24	20	4	0
MATH-161-S01	Calculus I	24	14	4	0
MATH-162A-S02	Calculus II	24	13	4	0
MT-101B-S79	Basic Machining	16	12	4	2
MT-102A-S79	Intermediate Machining	16	1	3	2
MU-103A-S01X	Music Appreciation	30	30	3	0
MU-103A-S02X	Music Appreciation	30	26	3	0
MU-140A-S01	Percussion	1	1	1	1
MU-190A-S01	Class Piano for Music Majors	6	1	2	1
MU-240-S01	Professional Practices in Mus	20	4	3	0
NUR-100-S01X	Overview of Nursing Profess.	50	42	1	0
NUR-121A-S01X	Basic Pharmacology	50	38	1	0
NUR-131B-S01	Care of Childrearing Family	50	41	8	8
NUR-141B-S01	Care of the Maturing Family	50	36	8	8
NUR-211A-S01	Care of Family-Psycho Crisis	50	35	4	4
NUR-222A-S01	Managing Care of the Family	50	36	5	6
PEA-101A-S01	Fitness/Wellness/Nutrition	25	8	1	1
PEA-101A-S02X	Fitness/Wellness/Nutrition	25	22	1	1
PEA-101A-S03X	Fitness/Wellness/Nutrition	25	23	1	1
PEA-103-S01	Weight Training	16	13	1	1
PEA-103-S02X	Weight Training	16	14	1	1
PEA-104A-S01X	Walking, Jogging and Condit-	25	22	1	1
PEA-104A-S02	Walking, Jogging and Condit-	25	13	1	1

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
PEA-107-S01	Archery	20	8	1	1
PEA-114-S01	Golf I	20	14	1	1
PEA-121-S01X	Human Movement Science	20	19	3	0
PEA-121-S02X	Human Movement Science	20	18	3	0
PEA-139A-S01	Basic Canoeing/Kayaking	11	6	1	1
PEA-200-S01	Kundalini Yoga	20	14	1	1
PEA-201-S01X	Aerobic Movement for Fitness	20	17	1	1
PEA-214A-S01	Golf II	20	0	1	1
PEP-203-S01X	Fundamentals of Coaching	20	10	3	0
PHIL-101-S01X	Basic Concepts of Philosophy	30	14	3	0
PHIL-101-S02X	Basic Concepts of Philosophy	30	15	3	0
PHIL-102-S01X	Principles of Logic	30	21	3	0
PHIL-102-S02X	Principles of Logic	30	10	3	0
PHIL-205-S01X	Business Ethics	30	19	3	0
PHSC-101A-S01H	Intro Physical Science L&l	24	16	4	2
PSCI-111-S01X	Intro to American Government	30	27	4	0
PSCI-202-S01X	International Relations	30	19	3	0
PSYC-102-S01X	Applied Psychology	30	25	3	0
PSYC-201-S01X	General Psychology	30	27	4	0
PSYC-201-S02X	General Psychology	30	27	4	0
PSYC-201-S03X	General Psychology	30	26	4	0
RT-130AL&L-S01	Respiratory Therapy Equip-	25	12	3	1
RT-131-S01	Physiology	25	12	3	0
RT-132-S01	Respiratory Therapy Clini-	25	12	3	5
RT-134-S01	Intro-Mechanical Ventilation	25	12	1	0
RT-212B-S01	Adv Clinical Practice I	25	17	5	0
SOC-101-S01X	Principles of Sociology	30	29	3	0
SOC-101-S02X	Principles of Sociology	30	32	3	0
SPAN-101-S01X	Basic Spanish	25	18	4	0
SPAN-101-S02X	Basic Spanish	25	17	4	0
SPAN-102-S01X	Basic Spanish- Second Sem	20	14	4	0
TECH-290CI-S01	Cooperative Internship	5	1	3	0
TH-101-S01X	Theater Appreciation	30	18	3	0
TH-108-S01H	Theater for Children	24	21	3	0
W-103A-S79	Gas Tungsten Arc Welding (tig)	16	11	3	3
SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
ACC-100-F01H	Fundamentals of Accounting	30	23	3	0
ACC-201-F01H	Principles of Accounting I	30	29	4	0
ACC-201-F02H	Principles of Accounting I	30	22	4	0
ACC-201-F03X	Principles of Accounting I	30	31	4	0
ACC-202-F01H	Principles of Accounting II	30	17	4	0
AH-101-F01X	Medical Terminology	27	23	3	0
AH-101-F02	Medical Terminology	25	20	3	0
AH-101-F03X	Medical Terminology	27	31	3	0
AH-101-F04X	Medical Terminology	25	20	3	0
AH-104-F01X	Medical Insurance Billing	20	5	2	0
AH-107-F01	Nurse Aide/Home Health Aide	16	7	5	4
AH-107-F02	Nurse Aide/Home Health Aide	16	5	5	4
AH-111-F01H	Environ. Stressors & Nutrit.	50	41	1	0
AH-196-F01X	Electronic Health Records	25	26	3	0
AMT-129A-F01X	Introduction to Technology	20	17	3	3
ANTH-103-F01	Cult Diversity in Cont. Soc.	32	21	3	0
ANTH-103-F02	Cult Diversity in Cont. Soc.	30	30	3	0
ANTH-103-F03X	Cult Diversity in Cont. Soc.	45	30	3	0
ANTH-103-F04H	Cult Diversity in Cont. Soc.	30	19	3	0
ANTH-103-F05X	Cult Diversity in Cont. Soc.	30	24	3	0
ANTH-103-F06X	Cult Diversity in Cont. Soc.	45	24	3	0
ANTH-103-F50H	Cult Diversity in Cont. Soc.	30	21	3	0
ANTH-103-F53	Cult Diversity in Cont. Soc.	30	12	3	0
ANTH-103-F54	Cult Diversity in Cont. Soc.	30	12	3	0
ANTH-103-F58H	Cult Diversity in Cont. Soc.	30	12	3	0
ANTH-105D-F01H	Intro to Physical Anth/Arch	30	20	4	0
ANTH-105D-F02X	Intro to Physical Anth/Arch	45	25	4	0
ANTH-110-F01X	Intro to Cultural Anthropology	30	19	3	0
ARE-115-F01	Wind & Solar Install	5	2	3	1
ART-100A-F01H	Art Appreciation	18	15	3	3
ART-104-F01	Drawing I	16	14	3	3
ART-104-F02	Drawing I	16	12	3	3
ART-104-F04	Drawing I	16	14	3	3
ART-105B-F01	Two-Dimensional Form & Surface	18	16	3	3
ART-107-F01	Painting I	18	16	3	3
ART-108-F01	Ceramics I	18	15	3	3
ART-108-F02	Ceramics I	18	14	3	3
ART-108-F03	Ceramics I	18	17	3	3
ART-198-F01X	Art Hist I-Ancient Art-Renai	30	24	3	0
ART-199-F01X	Art Hist II-Ren Art to Modern	30	24	3	0
ART-207-F01	Painting II	18	3	3	3
ART-208-F01	Ceramics II	18	2	3	3
ART-208-F02	Ceramics II	18	2	3	3
ASL-101-F01X	American Sign Language I	20	18	3	0
ASL-101-F03X	American Sign Language I	20	16	3	0
ASL-102-F01X	American Sign Language II	20	9	3	0
ASTR-101-F01	General Astronomy	30	23	4	0

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
ASTR-101-F02	General Astronomy	30	24	4	0
ASTR-101-F03X	General Astronomy	30	28	4	0
ASTR-105A-F01X	Cosmology	30	23	4	0
AT-114-F01	Automotive Power Plants	18	16	3	3
AT-120-F01	Intro to Electrical Systems I	18	14	3	3
AT-121-F01	Electrical Systems II	18	14	3	3
AT-150A-F01	Automotive Brakes	18	12	3	1
AT-210-F01	Power Trains	18	7	3	3
AT-223-F01	Advanced Engine Performance	18	4	3	3
BCOM-102-F01	Adv. Business & Tech Communi	20	15	3	1
BCOM-102-F02X	Adv. Business & Tech Communi	20	18	3	1
BIOL-113L&L-F01	Introductory Biology	20	14	4	3
BIOL-113L&L-F02H	Introductory Biology	20	10	4	3
BIOL-113L&L-F03X	Introductory Biology	20	15	4	3
BIOL-115-F01	Intro to A & P	25	19	4	0
BIOL-115L-F01	Intro to A & P Lab	20	12	1	2
BIOL-130L&L-F01	General Biology I	16	13	4	3
BIOL-130L&L-F02	General Biology I	16	15	4	3
BIOL-130L&L-F03	General Biology I	16	15	4	3
BIOL-152L&L-F01	Human Anatomy	22	14	4	2
BIOL-152L&L-F02	Human Anatomy	22	13	4	2
BIOL-152L&L-F03	Human Anatomy	22	17	4	2
BIOL-152L&L-F04	Human Anatomy	22	11	4	2
BIOL-152L&L-F05	Human Anatomy	22	13	4	2
BIOL-152L&L-F06H	Human Anatomy	22	12	4	2
BIOL-152L&L-F07H	Human Anatomy	22	8	4	2
BIOL-152L&L-F08H	Human Anatomy	20	8	4	2
BIOL-152SUP-F01	Human Anatomy-Supp Instruct	24	21	1	1
BIOL-207A-F01	Microbiology Lab	20	15	1	2
BIOL-207A-F02	Microbiology Lab	20	9	1	2
BIOL-207A-F03	Microbiology Lab	20	6	1	2
BIOL-207LEC-F03X	Microbiology Lecture	20	15	3	0
BIOL-207LEC-F04H	Microbiology Lecture	20	13	3	0
BIOL-207LEC-F05H	Microbiology Lecture	20	6	3	0
BIOL-252L&L-F01	Human Physiology	20	15	4	2
BIOL-252L&L-F02	Human Physiology	20	13	4	2
BIOL-252L&L-F03H	Human Physiology	20	13	4	2
BIOL-252L&L-F04H	Human Physiology	20	14	4	2
BUS-114-F01X	Personal Finance	30	31	3	0
BUS-121-DCOF1	Introduction to Business	30	11	3	0
BUS-121-DCOF2	Introduction to Business	30	17	3	0
BUS-121-F01X	Introduction to Business	30	24	3	0
BUS-121-F02	Introduction to Business	30	25	3	0
BUS-121-F03X	Introduction to Business	30	26	3	0
BUS-121-F04	Introduction to Business	30	13	3	0
BUS-122-F01	Principles of Management	30	24	3	0
BUS-122-F02X	Principles of Management	30	27	3	0

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
BUS-122HON-F01	Prin of Management Honors	5	1	1	0
BUS-123-F01X	Business Law I	30	31	3	0
BUS-125-F01	Supervision	30	12	3	0
BUS-126-F01X	Business Math	25	23	3	0
BUS-126-F02	Business Math	25	21	3	0
BUS-127-F01	Human Relations	30	31	3	0
BUS-127-F02H	Human Relations	30	28	3	0
BUS-127-F03X	Human Relations	30	24	3	0
BUS-131-F01X	Intro to Entrepreneurship	30	18	1	0
BUS-166-F01H	Quality Customer Service	30	23	3	0
BUS-167-F01X	Professionalism in Your Career	20	17	1	0
BUS-179-F01X	Keyboarding	50	14	1	0
BUS-180D-F01X	Intro to Word Proc-Part I	16	14	3	0
BUS-181C-F01X	Office Proced I-Docum Format	20	12	3	0
BUS-195-F01X	Medical Records Management	20	8	3	0
BUS-200-F01X	International Business	30	24	3	0
BUS-220-F01H	E-Business	15	12	3	0
BUS-220-F02X	E-Business	15	16	3	0
BUS-223-F01X	Starting Your Business Plan	20	17	4	0
BUS-260-F01X	Principles of Marketing	30	31	3	0
BUS-263-F01X	Advertising Dynamics	30	26	3	0
BUS-290CI2-F01	Cooperative Internship	5	1	2	0
BUS-290CI-F01	Cooperative Internship	5	2	3	0
CAD-110-F01X	Intro Computer-Aided Drafting	20	16	3	3
CAD-110-F59	Intro Computer-Aided Drafting	20	17	3	3
CAD-150-F01X	Blueprint Reading	24	21	3	1
CAD-150-F59	Blueprint Reading	24	15	3	1
CAD-254-F59	Solidworks II	20	8	4	2
CHEM-100A-F01	Chemistry Fundamentals Lab	22	16	1	2
CHEM-100A-F02	Chemistry Fundamentals Lab	22	15	1	2
CHEM-100A-F03	Chemistry Fundamentals Lab	22	12	1	2
CHEM-100LEC-F01	Chemistry Fundamentals - Lec	22	16	4	0
CHEM-100LEC-F02	Chemistry Fundamentals - Lec	22	23	4	0
CHEM-100LEC-F03H	Chemistry Fundamentals - Lec	22	10	4	0
CHEM-101A-F01	General & Inorganic Chem Lab	24	25	1	2
CHEM-101LEC-F02	General & Inorganic Chem Lec	24	25	4	0
CHEM-101SUP-F01	Chemistry 101 Fundamentals	24	13	2	0
CHEM-109A-F01	Chemistry-Health Science Lab	24	20	1	2
CHEM-109LEC-F01X	Chemistry for Health Science	24	22	4	0
CIS-100-F02X	Intro to PC's-Windows	16	15	1	0
CIS-100-F03X	Intro to PC's-Windows	16	13	1	0
CIS-100-F05	Intro to PC's-Windows	16	12	1	0
CIS-100-F06X	Intro to PC's-Windows	16	18	1	0
CIS-101EW-F01X	Elect Sprdshts-Microsoft Excel	16	10	1	0
CIS-104A-F01X	Intro to Networks (CISCO 1)	15	10	4	0
CIS-104A-F02	Intro to Networks (CISCO 1)	15	10	4	0
CIS-105A-F01X	Switching & Routing (CISCO 2)	15	11	4	0

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
CIS-105A-F02	Switching & Routing (CISCO 2)	15	9	4	0
CIS-109A-F01X	Comptia A+ Part A	18	16	2	1
CIS-109A-F02X	Comptia A+ Part A	18	9	2	1
CIS-110-F01X	Computer Concepts	30	31	3	0
CIS-110-F03X	Computer Concepts	30	28	3	0
CIS-110-F04X	Computer Concepts	30	30	3	0
CIS-110-F05X	Computer Concepts	30	24	3	0
CIS-110-F54	Computer Concepts	30	12	3	0
CIS-120A-F01	Computer Information Systems	30	21	3	0
CIS-120A-F02	Computer Information Systems	30	26	3	0
CIS-120A-F03X	Computer Information Systems	30	24	3	0
CIS-120A-F04X	Computer Information Systems	30	24	3	0
CIS-120A-F05X	Computer Information Systems	30	23	3	0
CIS-120A-F06X	Computer Information Systems	30	25	3	0
CIS-120A-F07X	Computer Information Systems	30	20	3	0
CIS-142-F01	Windows Client Administration	16	16	3	0
CIS-143A-F01	Windows Server Admin I	16	14	3	0
CIS-153A-F01X	Database Management-Access	16	13	1	0
CIS-185-F01X	'C' Programming	16	9	3	0
CIS-186-F01H	Python Programming	16	10	3	0
CIS-228-F01X	JavaScript	15	5	3	0
CIS-244-F01	Game Scripting	16	3	3	0
CIS-257A-F01X	HTML Internet Web Page Design	16	11	3	0
CIS-258-F01X	Advanced HTML Web Development	15	6	3	0
CIS-280-F01X	Java Programming	16	4	3	0
CIS-284-F01	Interactive Media/Game Design	16	5	3	0
CJ-101-F01	Introduction to Law Enforce-	30	28	3	0
CJ-104-F01	Criminology	30	15	3	0
CJ-201-F01	Criminal Law	30	19	3	0
CJ-202-F01X	Police Administration II	25	12	3	0
CJ-205-F01	Interrogation and Case Prep-	25	10	3	0
CJ-250-F01X	Corrections I	30	28	3	0
COM-101-F01H	Oral Communications	20	18	3	0
COM-101-F02X	Oral Communications	20	19	3	0
COM-101-F03X	Oral Communications	20	17	3	0
COM-102-F01H	Mass Media	20	15	3	0
COM-107-F01H	Introduction to Journalism	24	5	3	0
COM-112-F01	Audio Production	20	14	2	0
COM-201-F01H	Public Speaking	15	13	3	0
COM-201-F02H	Public Speaking	15	11	3	0
COM-201-F03X	Public Speaking	15	13	3	0
CSS-100A-F01H	College Success Seminar	24	22	3	0
CSS-100A-F02H	College Success Seminar	24	25	3	0
CSS-100A-F03H	College Success Seminar	24	9	3	0
CSS-100A-F04H	College Success Seminar	24	21	3	0
CSS-100A-F05H	College Success Seminar	24	22	3	0
CSS-100A-F50H	College Success Seminar	24	15	3	0

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
CSS-100A-F51H	College Success Seminar	24	13	3	0
CSS-100A-F53H	College Success Seminar	24	19	3	0
CSS-100A-F54H	College Success Seminar	24	9	3	0
CSS-100A-F58H	College Success Seminar	24	15	3	0
CSS-100A-F6HKO	College Success Seminar	24	13	3	0
DMU-101-F01	Audio Recording I	12	9	3	0
DNC-101-F01	Modern Jazz Dance I	20	7	1	1
DNC-201-F01	Modern Jazz Dance II	20	4	1	1
ECON-101A-F01H	Principles of Macroeconomics	30	28	4	0
ECON-101A-F02X	Principles of Macroeconomics	30	31	4	0
ECON-101A-F03H	Principles of Macroeconomics	30	23	4	0
ECON-102A-F01H	Principles of Microeconomics	30	26	4	0
ECON-102A-F02X	Principles of Microeconomics	30	38	4	0
ED-101B-F01H	Intro to Education	30	23	3	1
ED-109A-F01H	Parent-Child Connection	30	20	3	1
ED-111A-F01H	Intro to Early Childhood Edu	30	14	3	1
ED-120C-F01H	Anti-bias Curriculum in ECE	30	9	3	1
ED-214A-F01X	Infant-Toddler Development	8	2	3	1
ED-220B-F01H	Early Childhood Observe Assess	20	6	2	1
ED-225A-F01H	Child Development (age 0-8)	30	12	3	1
ED-225A-F02X	Child Development (age 0-8)	30	18	3	1
ED-230A-F01H	Children's Literature	30	22	3	1
ELTC-101AL&L-F592H	Electricity-Basic	20	18	4	2
ELTC-101AL&L-F593H	Electricity-Basic	20	22	4	2
ELTC-101AL&L-F59H	Electricity-Basic	20	17	4	2
ELTC-104A-F59	Basic Industrial Robotics	10	9	3	3
ELTC-106-F01	Fire Alarm Systems	20	4	1	0
ELTC-150-F59	Industrial Electricity	20	20	3	1
ELTC-160L&L-F59	Programmable Controllers	18	18	3	1
ELTC-204A-F59	Advanced Industrial Robotics	8	4	4	2
ELTC-220-F59	Electrical Troubleshooting	16	12	3	1
ELTR-102B-F59	Electronics 1: Active Devices	20	15	4	2
ELTR-214-F01	Biomedical Instrumentation I	5	1	3	0
ENG-101-F05H	English Composition	11	10	3	1
ENG-101-F06H	English Composition	11	13	3	1
ENG-101-F07H	English Composition	11	12	3	1
ENG-101-F08H	English Composition	11	11	3	1
ENG-101-F09H	English Composition	22	22	3	1
ENG-101-F10H	English Composition	22	21	3	1
ENG-101-F11H	English Composition	22	22	3	1
ENG-101-F12	English Composition	22	18	3	1
ENG-101-F13H	English Composition	22	23	3	1
ENG-101-F14	English Composition	22	21	3	1
ENG-101-F15H	English Composition	22	23	3	1
ENG-101-F16H	English Composition	22	23	3	1
ENG-101-F17H	English Composition	22	21	3	1
ENG-101-F18H	English Composition	22	17	3	1

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
ENG-101-F19H	English Composition	22	22	3	1
ENG-101-F1FTH	English Composition	11	7	3	1
ENG-101-F21H	English Composition	22	22	3	1
ENG-101-F23	English Composition	22	21	3	1
ENG-101-F24H	English Composition	22	23	3	1
ENG-101-F25H	English Composition	22	18	3	1
ENG-101-F26X	English Composition	22	21	3	1
ENG-101-F27X	English Composition	22	22	3	1
ENG-101-F28X	English Composition	22	19	3	1
ENG-101-F29X	English Composition	22	26	3	1
ENG-101-F2FTH	English Composition	11	8	3	1
ENG-101-F30X	English Composition	22	20	3	1
ENG-101-F31X	English Composition	22	20	3	1
ENG-101-F32X	English Composition	22	19	3	1
ENG-101-F33X	English Composition	22	15	3	1
ENG-101-F34H	English Composition	22	18	3	1
ENG-101-F35X	English Composition	22	17	3	1
ENG-101-F36H	English Composition	22	19	3	1
ENG-101-F37X	English Composition	22	17	3	1
ENG-101-F38H	English Composition	22	20	3	1
ENG-101-F39X	English Composition	22	16	3	1
ENG-101-F3FTH	English Composition	11	7	3	1
ENG-101-F40X	English Composition	22	20	3	1
ENG-101-F41H	English Composition	22	13	3	1
ENG-101-F42X	English Composition	22	16	3	1
ENG-101-F4FTH	English Composition	11	9	3	1
ENG-101-F50H	English Composition	24	24	3	1
ENG-101-F51H	English Composition	24	25	3	1
ENG-101-F53	English Composition	22	20	3	1
ENG-101-F54	English Composition	22	11	3	1
ENG-101-F58H	English Composition	22	20	3	1
ENG-101SUP-F01X	English Composition	10	1	1	0
ENG-102-F02	English Composition	25	24	3	0
ENG-102-F03	English Composition	25	19	3	0
ENG-102-F04H	English Composition	25	22	3	0
ENG-102-F05H	English Composition	25	19	3	0
ENG-102-F06	English Composition	25	19	3	0
ENG-102-F08X	English Composition	25	21	3	0
ENG-102-F09X	English Composition	25	22	3	0
ENG-102-F10X	English Composition	25	18	3	0
ENG-213-F01	Literature of Shakespeare	25	11	3	0
ENG-216-F01	Introduction to Film	25	16	3	0
ENG-222-F01	Creative Writing	15	8	3	0
ENG-222HON-F01	Creative Writing-Honors	3	2	1	0
ENG-231-F01X	Themes in Women's Literature	22	19	3	0
ENG-231HON-F01	Themes in Women's Studies-Hon	10	1	1	0
ENGR-105-F59	Introduction to Engineering	24	8	4	0

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
ENGR-202-F01	Statics	20	1	3	0
ENV-110L&L-F01	Environmental Science	20	21	4	2
ENV-110L&L-F02	Environmental Science	20	20	4	2
FS-101L&L-F01	Intro to Food Sci & Process	20	11	3	1
GEOG-101A-F01	Physical Geography Lec & Lab	26	23	4	1
GEOG-101A-F02	Physical Geography Lec & Lab	26	23	4	1
GEOG-104-F01	Cultural Geography	30	25	3	0
GEOG-105-F50	World Regional Geography	30	19	3	0
GEOG-214-F01X	Science of Climate Change	24	21	3	0
GEOG-215-F01X	Weather and Climate Lec/Lab	24	20	4	1
GEOL-100-F01	Natural Disasters	24	21	3	0
GEOL-101A-F01	Introduction to Geology	24	19	4	1
GEOL-101A-F02X	Introduction to Geology	24	21	4	1
GEOL-201-F01X	Oceanography	24	21	4	0
GER-101-F01	Basic German	25	10	4	0
GRD-101-F01	Introduction to InDesign	16	16	3	0
GRD-102-F01	Introduction to Illustrator	16	13	3	0
GRD-103-F01	Introduction to Photoshop	16	9	3	0
GRD-110-DCOF1	Principles of Design	16	16	3	3
GRD-110-DCOF2	Principles of Design	16	13	3	3
GRD-110-F01	Principles of Design	16	16	3	3
GRD-120-F01	Intro to Graphic Design	16	13	3	3
GRD-140-F01	Introduction to Typography	16	7	3	3
GRD-160-F01	History of Graphic Design	16	18	3	0
GRD-210-F59	Graphic Design II	16	12	3	3
HE-100A-F01	Community First Aid and Safe	16	9	2	0
HE-102-F01X	Nutrition for Fitness & Spor	28	22	3	0
HE-106-F01X	Concepts of Health/Wellbeing	20	17	3	0
HE-110-F01	Industr Safety/Wkplace Trng	16	15	1	1
HE-110-F59	Industr Safety/Wkplace Trng	20	16	1	1
HE-120-F01X	Intro To Public Health	25	18	3	0
HIST-101-F01	Western Civilization to 1500	32	27	4	0
HIST-101-F02X	Western Civilization to 1500	35	23	4	0
HIST-102-F01	Western Civiliz-1500 to Pres	30	21	4	0
HIST-102-F02X	Western Civiliz-1500 to Pres	35	25	4	0
HIST-150-F01X	World History to 1500 CE	30	28	3	0
HIST-150-F50H	World History to 1500 CE	30	10	3	0
HIST-151-F01X	World History From 1500 CE	30	26	3	0
HIST-201-F01	U.S. to 1877	30	29	3	0
HIST-201-F02X	U.S. to 1877	30	23	3	0
HIST-201-F03X	U.S. to 1877	45	36	3	0
HIST-201-F50H	U.S. to 1877	30	30	3	0
HIST-201-F53	U.S. to 1877	30	9	3	0
HIST-201-F58	U.S. to 1877	30	15	3	0
HIST-202-F01	U.S. From Reconstruction-Pres	30	30	3	0
HIST-202-F02X	U.S. From Reconstruction-Pres	30	24	3	0
HIST-211-F01X	Michigan History	30	32	3	0

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
HIST-220-F01	Labor Studies	15	15	3	0
HP-101-F59	Hydraulics/Pneumatics	20	18	3	1
HUM-195-F01X	Introduction to Humanities	30	30	3	0
HUM-195-F02X	Introduction to Humanities	30	28	3	0
HUM-195-F03X	Introduction to Humanities	30	23	3	0
HUM-195-F04	Introduction to Humanities	30	27	3	0
HUM-195-F05	Introduction to Humanities	30	26	3	0
HUM-195-F06	Introduction to Humanities	30	26	3	0
HUM-195-F07X	Introduction to Humanities	30	28	3	0
HUM-195-F08X	Introduction to Humanities	30	24	3	0
HUM-195-F50	Introduction to Humanities	30	13	3	0
HUM-195-F53	Introduction to Humanities	30	24	3	0
HUM-195-F54	Introduction to Humanities	30	11	3	0
MA-101A-F01H	Medical Assistant Admin I	24	20	4	0
MA-102AL&L-F01	Medical Assistant Clinical I	24	12	5	2
MA-102AL&L-F02	Medical Assistant Clinical I	24	4	5	2
MA-110-F01H	Medical Asst Seminar/Practicum	24	11	4	0
MATH-085-F01	Support for Statistics	12	3	2	0
MATH-085-F02	Support for Statistics	12	2	2	0
MATH-085-F03	Support for Statistics	12	5	2	0
MATH-085-F04	Support for Statistics	12	7	2	0
MATH-087-F01	Support Math for Liberal Arts	12	2	2	0
MATH-087-F02	Support Math for Liberal Arts	12	8	2	0
MATH-087-F03	Support Math for Liberal Arts	12	6	2	0
MATH-087-F04	Support Math for Liberal Arts	12	6	2	0
MATH-089-F01	Support for College Algebra	12	7	2	0
MATH-089-F02	Support for College Algebra	12	6	2	0
MATH-100NRT-F01	Math for Health Science	30	23	4	0
MATH-100NRT-F02	Math for Health Science	30	22	4	0
MATH-100NRT-F03	Math for Health Science	24	12	4	0
MATH-107A-F01X	Math for Liberal Arts	30	23	4	0
MATH-107A-F02	Math for Liberal Arts	16	13	4	0
MATH-107A-F03	Math for Liberal Arts	8	2	4	0
MATH-107A-F04	Math for Liberal Arts	16	13	4	0
MATH-107A-F05	Math for Liberal Arts	8	7	4	0
MATH-107A-F06	Math for Liberal Arts	16	17	4	0
MATH-107A-F07	Math for Liberal Arts	8	6	4	0
MATH-107A-F08	Math for Liberal Arts	16	12	4	0
MATH-107A-F09	Math for Liberal Arts	8	6	4	0
MATH-109A-F01X	College Algebra	24	18	4	0
MATH-109A-F02	College Algebra	15	14	4	0
MATH-109A-F03	College Algebra	9	6	4	0
MATH-109A-F04	College Algebra	15	15	4	0
MATH-109A-F05	College Algebra	9	6	4	0
MATH-109A-F06	College Algebra	24	18	4	0
MATH-115A-F01	Probability and Statistics	24	21	4	0
MATH-115A-F02X	Probability and Statistics	30	18	4	0

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
MATH-115A-F03	Probability and Statistics	27	22	4	0
MATH-115A-F04H	Probability and Statistics	15	8	4	0
MATH-115A-F05H	Probability and Statistics	9	3	4	0
MATH-115A-F06H	Probability and Statistics	16	10	4	0
MATH-115A-F07H	Probability and Statistics	8	2	4	0
MATH-115A-F08	Probability and Statistics	15	13	4	0
MATH-115A-F09	Probability and Statistics	9	4	4	0
MATH-115A-F10	Probability and Statistics	16	14	4	0
MATH-115A-F11	Probability and Statistics	8	6	4	0
MATH-115A-F12	Probability and Statistics	27	25	4	0
MATH-121-F01	Pre-STEM College Algebra	30	29	4	0
MATH-121-F02	Pre-STEM College Algebra	24	21	4	0
MATH-141-F01H	Precalculus	24	18	5	0
MATH-141-F02H	Precalculus	24	11	5	0
MATH-161-F01	Calculus I	24	14	4	0
MATH-162A-F01	Calculus II	24	18	4	0
MET-101-F59	Industrial Materials	16	16	3	1
MET-102-F59	Basic Cast Metals	16	10	3	2
MT-101B-F59	Basic Machining	16	12	4	2
MT-101B-F591	Basic Machining	16	14	4	2
MT-103A-F59	Advanced Machining	16	11	3	2
MT-150-F01X	Machinery Handbook	25	13	3	0
MT-216-F59	Adv. Comp Aid Design	16	5	3	2
MU-100-F01	Intro to Music Theory	12	9	3	0
MU-100-F01X	Intro to Music Theory	12	11	3	0
MU-101-F01	Music Theory	20	4	3	0
MU-103A-F01	Music Appreciation	30	25	3	0
MU-103A-F02	Music Appreciation	30	28	3	0
MU-103A-F03X	Music Appreciation	30	28	3	0
MU-103A-F04X	Music Appreciation	30	28	3	0
MU-104CS-F01	College Singers	40	6	1	1
MU-105CS-F01	College Singers	50	2	1	1
MU-111A-F01	Wind Ensemble	50	7	1	1
MU-111B-F01	Wind Ensemble	50	5	1	1
MU-111D-F01	Wind Ensemble	50	1	1	1
MU-117A-F01	Jazz Ensemble	17	6	1	1
MU-117C-F01	Jazz Ensemble	17	3	1	1
MU-190A-F01	Class Piano for Music Majors	12	4	2	1
MU-190B-F01	Class Piano - Non-Music Maj-	12	5	2	1
MU-194-F01	Sight Reading & Ear Training	20	4	1	1
MU-201-F01	Advanced Theory	15	0	4	1
MU-201-F02	Advanced Theory	5	1	4	1
MU-290-F01	Advanced Class Piano	12	1	2	1
NUR-100-F01H	Overview of Nursing Profess.	50	39	1	0
NUR-121A-F01H	Basic Pharmacology	50	46	1	0
NUR-126-F01	Family Health & Nursing Care	50	43	7	8
NUR-141B-F01	Care of the Maturing Family	50	34	8	8

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
NUR-212B-F01	Care Family-Physiolog Crisis	50	43	8	8
PEA-100C-F02	Hatha Yoga	20	21	1	1
PEA-100C-F03X	Hatha Yoga	20	19	1	1
PEA-101A-F01X	Fitness/Wellness/Nutrition	25	21	1	1
PEA-101A-F02	Fitness/Wellness/Nutrition	25	22	1	1
PEA-101A-F03	Fitness/Wellness/Nutrition	25	21	1	1
PEA-101A-F05	Fitness/Wellness/Nutrition	25	17	1	1
PEA-101A-F06X	Fitness/Wellness/Nutrition	25	19	1	1
PEA-103-F01	Weight Training	16	12	1	1
PEA-103-F02	Weight Training	16	16	1	1
PEA-103-F03X	Weight Training	16	14	1	1
PEA-103-F04	Weight Training	16	14	1	1
PEA-104A-F01	Walking, Jogging and Condit-	25	19	1	1
PEA-104A-F03X	Walking, Jogging and Condit-	25	23	1	1
PEA-104A-F58H	Walking, Jogging and Condit-	15	9	1	1
PEA-108-F01	Bowling	30	25	1	1
PEA-109-F01	Sport Judo and Self Defense	18	13	1	1
PEA-114-F01	Golf I	20	17	1	1
PEA-118-F01H	Cycling	16	9	1	1
PEA-121-F01X	Human Movement Science	20	19	3	0
PEA-121-F02X	Human Movement Science	20	20	3	0
PEA-121-F03X	Human Movement Science	20	12	3	0
PEA-121-F50H	Human Movement Science	20	15	3	0
PEA-166-F01	Beginning Pickleball	16	13	1	1
PEA-200-F01	Kundalini Yoga	20	9	1	1
PEA-201-F01X	Aerobic Movement for Fitness	20	16	1	1
PEP-203-F01X	Fundamentals of Coaching	20	19	3	0
PHIL-101-F02X	Basic Concepts of Philosophy	30	25	3	0
PHIL-101-F04	Basic Concepts of Philosophy	30	21	3	0
PHIL-101-F05	Basic Concepts of Philosophy	30	24	3	0
PHIL-101-F06X	Basic Concepts of Philosophy	30	19	3	0
PHIL-101-F07X	Basic Concepts of Philosophy	30	24	3	0
PHIL-102-F01X	Principles of Logic	30	21	3	0
PHIL-202-F01	Introduction to Ethics	30	29	3	0
PHIL-203-F01	Philosophy of Religion	30	20	3	0
PHIL-204-F02	Biomedical Ethics	24	14	3	0
PHIL-205-F01X	Business Ethics	30	22	3	0
PHIL-205-F02X	Business Ethics	30	20	3	0
PHSC-101A-F01	Intro Physical Science L&l	24	23	4	2
PHSC-101A-F02H	Intro Physical Science L&l	24	16	4	2
PHYS-201CL&L-F01H	College Physics I Lec/Lab	24	3	5	2
PHYS-201CL&L-F02H	College Physics I Lec/Lab	24	5	5	2
PHYS-203L&L-F01	Engineering Physics I	24	15	5	2
PSCI-111-F01X	Intro to American Government	30	20	4	0
PSCI-111-F02	Intro to American Government	30	24	4	0
PSCI-111-F03X	Intro to American Government	30	32	4	0
PSCI-202-F01X	International Relations	32	27	3	0

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
PSCI-220-F01	Labor Studies	15	12	3	0
PSYC-102-F01X	Applied Psychology	35	28	3	0
PSYC-201-F01X	General Psychology	30	28	4	0
PSYC-201-F02	General Psychology	30	28	4	0
PSYC-201-F03	General Psychology	30	27	4	0
PSYC-201-F04	General Psychology	32	26	4	0
PSYC-201-F05	General Psychology	32	29	4	0
PSYC-201-F06X	General Psychology	30	24	4	0
PSYC-201-F07	General Psychology	45	31	4	0
PSYC-201-F08	General Psychology	30	27	4	0
PSYC-201-F09X	General Psychology	35	37	4	0
PSYC-201-F10X	General Psychology	30	21	4	0
PSYC-201-F11X	General Psychology	30	27	4	0
PSYC-203-F01X	Abnormal Psychology	30	29	4	0
PSYC-203-F02	Abnormal Psychology	30	16	4	0
PSYC-207-F01X	Life Span Development	30	30	4	0
PSYC-210-F01	Social Psychology	30	19	3	0
QC-101-F59	Quality Control-Basic	30	5	3	0
RDG-090-F1FT	Integrated Reading and Writing	11	7	3	0
RDG-090-F2FT	Integrated Reading and Writing	11	8	3	0
RDG-090-F3FTH	Integrated Reading and Writing	11	8	3	0
RDG-090-F4FTH	Integrated Reading and Writing	11	9	3	0
REC-111-F02X	Intro to Recreation & Leisur	28	21	3	0
RT-101-F01	Respiratory Therapy Physics	30	12	1	0
RT-102-F01	Basic Patient Care Skills	30	12	3	1
RT-141-F01	Respiratory Pathophysiology	25	16	2	0
RT-144A-F01	Adult Mechanical Ventilation	25	17	2	0
RT-152ACLI-F01	Clinical IV	25	16	3	5
RT-162ACLI-F01	Clinical V	25	17	5	0
RT-222A-F01	Advanced Clinical II	25	14	3	5
RT-230B-F01	Pulmonary Diag & Rehabilitat	25	14	2	0
RT-240-F01X	Health Care Environment	25	14	1	0
SOC-101-F01	Principles of Sociology	32	24	3	0
SOC-101-F02	Principles of Sociology	30	28	3	0
SOC-101-F03	Principles of Sociology	32	30	3	0
SOC-101-F04X	Principles of Sociology	30	25	3	0
SOC-101-F05	Principles of Sociology	30	11	3	0
SOC-101-F06X	Principles of Sociology	35	32	3	0
SOC-101-F50	Principles of Sociology	30	24	3	0
SOC-101-F53	Principles of Sociology	30	27	3	0
SOC-101-F58	Principles of Sociology	30	17	3	0
SOC-203-F01X	Intro. to Social Work	30	22	3	0
SPA-099-F1HKO	Student Placement Advancement	40	13	0	0
SPAN-101-F01H	Basic Spanish	25	6	4	0
SPAN-101-F02H	Basic Spanish	25	16	4	0
SPAN-101-F03X	Basic Spanish	25	19	4	0
SPAN-101-F04X	Basic Spanish	25	15	4	0

SECT NAME	TITLE	SECT CAP	STUD CT	CRED	CON
SPAN-201-F01H	Intermediate Spanish	20	9	4	0
ST-151-F01H	Advanced Surgical Procedures	20	19	6	0
ST-212-F01H	Applied Surgical Tech lll	20	19	4	0
TECH-290CI4-F01	Cooperative Internship	5	1	4	0
TH-101-F01	Theater Appreciation	30	9	3	0
TH-101-F02X	Theater Appreciation	30	24	3	0
TH-102-F01	Introduction to Acting I	16	13	3	0
TH-108-F01H	Theater for Children	24	8	3	0
TH-121-F01	Intro to Tech Theater	16	5	3	0
TH-141-F01	Applied Theater-Acting	10	1	1	1
TH-144-F01	Applied Theater-Costuming	10	1	1	1
TH-147-F01	Applied Theater-Product Crew	10	1	1	1
TH-160-F01	Acting for TV and Film	15	15	3	0
TH-201-F02X	Intro to Theater History	30	20	3	0
TMAT-101A-F01X	Technical Math I	30	26	3	0
TMAT-101A-F59	Technical Math I	30	27	3	0
TMAT-102A-F01X	Math-Technical II	30	14	3	0
W-101A-F591	Basic Welding	16	16	3	2
W-101A-F59FT	Basic Welding	16	13	3	2
W-102A-F59FT	Gas Metal Arc Welding (MIG)	16	14	3	3
W-201-F59FT	Structural Welding	16	7	3	3
W-202A-F59FT	Pipe Welding	16	7	3	3
WGS-201-F01	LGBTQ Studies	30	11	3	0
WGS-201HON-F01	Lgbtq Studies Honors	5	1	1	0

Attachment C

Student Count, Sections, Credit and Contact Hours Historical Information

	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Distinct Student Count	5,074	5,124	5,064	5,211	5,443
% Change in Students	-3.2%	1.0%	-1.2%	2.9%	4.5%
Seat Count	23,675	24,089	23,218	23,341	24,687
% Change in Seat Count	-8.5%	1.7%	-3.6%	0.5%	5.8%
Section Count	1,394	1,433	1,382	1,339	1,403
% Change in Section Count	-10.5%	2.8%	-3.6%	-3.1%	4.8%
Credits Hours	74,387.50	75,629.50	72,319.00	72,444.50	77,249.00
% Change in Credits Hours	-8.3%	1.7%	-4.4%	0.2%	6.6%
Contact Hours	87,945.50	90,220.50	86,979.00	88,003.50	93,734.00
% Change in Contact Hours	-7.3%	2.6%	-3.6%	1.2%	6.5%

Attachment D- Previous Commission Statements

Barnes & Noble COLLEGE

Muskegon Community College #0037
Summary of Gross Sales by Merchandise Category
August 2024 - July 2025

	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	TOTALS
Digital Products	25,815	316,286	1,229	5,259	3,879	60,387	262,803	6,240	1,329	20,239	86,417	542	790,425
New Textbooks	95,995	42,131	3,592	213	8,144	89,338	6,700	1,649	2,389	41,901	162	1,855	294,067
Textbook Rentals	28,944	18,939	2,932	86	1,805	31,577	3,224	301	509	6,393	373	1,055	96,139
Trade Books	6	14	0	0	0	3	0	3	0	0	0	0	26
Used Textbooks	14,111	6,593	172	220	8,394	18,192	284	80	324	12,154	126	1,152	61,801
TOTAL BOOK MERCHANDISE	**164,870**	**383,963**	**7,925**	**5,777**	**22,222**	**199,498**	**273,012**	**8,274**	**4,550**	**80,686**	**87,078**	**4,604**	**1,242,458**
Cafe & Convenience	1,425	6,390	5,002	4,939	2,703	1,850	6,709	5,865	6,589	1,989	2,526	1,319	47,305
Computer Products	13,671	8,967	70	663	49	6,473	1,319	184	95	4,646	45	43	36,225
Emblematic Clothing & Gifts	2,797	2,857	1,266	216	458	745	744	1,878	2,885	2,620	1,288	528	18,282
Other	947	775	178	1,378	1,228	3,056	739	14,846	5,284	1,845	303	223	30,802
School Supplies	5,894	6,493	1,119	408	248	9,536	789	835	335	3,696	265	184	29,802
TOTAL GENERAL MERCHANDISE	**24,734**	**25,483**	**7,634**	**7,604**	**4,686**	**21,660**	**10,300**	**23,608**	**15,189**	**14,795**	**4,426**	**2,298**	**162,416**
3rd Party Revenue	0	0	0	0	0	0	0	0	0	0	0	0	0
Marketing Commissions	0	0	2,790	0	0	3,367	0	0	452	0	0	2,734	9,343
Ring/Announcements Commissions	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL OTHER REVENUE	**0**	**0**	**2,790**	**0**	**0**	**3,367**	**0**	**0**	**452**	**0**	**0**	**2,734**	**9,343**
Digital Products	(25,815)	(316,286)	(1,229)	(5,259)	(3,879)	(60,387)	(262,803)	(6,240)	(1,329)	(20,239)	(86,417)	(542)	(790,425)
First Day Sales (Non-Digital)	0	0	0	0	0	0	0	0	0	0	0	0	0
Non-Commissionable Sales	(430)	(815)	(405)	(86)	(153)	(773)	(639)	(1,237)	(1,238)	(284)	(174)	(183)	(6,416)
Uncollected Sales	(1,329)	(2,098)	(427)	(284)	(555)	(1,446)	(1,268)	(555)	(571)	(1,035)	(425)	(491)	(10,483)
TOTAL ADJUSTMENTS	**(27,574)**	**(319,198)**	**(2,061)**	**(5,630)**	**(4,587)**	**(62,606)**	**(264,710)**	**(8,032)**	**(3,137)**	**(21,558)**	**(87,016)**	**(1,216)**	**(807,325)**
GROSS SALES:	**162,030**	**90,247**	**16,288**	**7,751**	**22,321**	**161,920**	**18,601**	**23,849**	**17,055**	**73,924**	**4,488**	**8,420**	**606,893**

Barnes & Noble COLLEGE

Muskegon Community College #0037
Summary of Gross Sales by Merchandise Category
August 2023 - July 2024

	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	TOTALS
Digital Products	23,082	257,169	11,704	3,265	5,209	48,740	180,661	841	2,151	8,952	77,348	1,365	620,489
New Textbooks	84,337	74,021	(5,930)	1,212	35,610	88,759	3,417	1,613	1,510	47,433	(2,190)	1,627	331,419
Textbook Rentals	24,491	19,046	575	142	5,103	24,445	265	179	335	6,409	461	(47)	81,404
Trade Books	0	0	0	0	0	0	0	0	0	0	0	0	0
Used Textbooks	20,356	7,435	423	133	12,250	18,238	204	204	783	5,610	(171)	228	65,692
TOTAL BOOK MERCHANDISE	**152,265**	**357,671**	**6,772**	**4,752**	**58,173**	**180,182**	**184,547**	**2,836**	**4,779**	**68,405**	**75,449**	**3,173**	**1,099,005**
Cafe & Convenience	1,003	6,370	7,094	6,231	3,632	3,071	3,350	3,792	3,495	1,425	1,356	1,132	41,950
Computer Products	2,780	4,094	232	82	248	2,726	61	159	298	1,815	0	29	12,524
Emblematic Clothing & Gifts	4,066	4,113	2,465	1,677	3,135	3,394	1,177	1,346	1,808	3,291	1,707	1,111	29,290
Other	652	886	81	160	81	437	33	12,304	3,666	433	137	207	19,077
School Supplies	2,590	6,842	864	826	1,017	6,003	1,022	426	608	1,882	186	390	22,656
TOTAL GENERAL MERCHANDISE	**11,091**	**22,305**	**10,735**	**8,977**	**8,113**	**15,631**	**5,643**	**18,028**	**9,874**	**8,845**	**3,385**	**2,869**	**125,497**
3rd Party Revenue	0	0	0	0	112	0	0	0	0	0	0	0	112
Marketing Commissions	0	0	3,429	0	0	1,557	0	0	1,005	0	0	2,787	8,779
Ring/Announcements Commissions	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL OTHER REVENUE	**0**	**0**	**3,429**	**0**	**112**	**1,557**	**0**	**0**	**1,005**	**0**	**0**	**2,787**	**8,891**
Digital Products	(14,451)	(236,938)	(2,872)	(3,194)	(2,176)	(27,609)	(178,629)	(631)	(2,080)	(4,542)	(72,751)	(1,365)	(547,237)
Non-Commissionable Sales	(450)	(393)	(1,403)	(618)	(798)	(121)	(187)	(197)	(355)	(996)	(541)	(1,223)	(7,284)
Uncollected Sales	(1,932)	(1,768)	(462)	(276)	(788)	(1,549)	(586)	(332)	(539)	(953)	(296)	(115)	(9,597)
TOTAL ADJUSTMENTS	**(16,833)**	**(239,099)**	**(4,737)**	**(4,088)**	**(3,762)**	**(29,278)**	**(179,402)**	**(1,160)**	**(2,974)**	**(6,492)**	**(73,587)**	**(2,704)**	**(564,118)**
GROSS SALES:	**146,523**	**140,877**	**16,200**	**9,641**	**62,635**	**168,093**	**10,787**	**19,704**	**12,685**	**70,758**	**5,247**	**6,125**	**669,275**

Barnes & Noble COLLEGE

Muskegon Community College #0037
Summary of Gross Sales by Merchandise Category
August 2022 - July 2023

	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	TOTALS
Digital Products	74,781	182,024	2,242	1,927	10,979	79,818	139,144	210	1,648	18,491	49,779	610	561,652
New Textbooks	169,773	15,807	2,675	605	20,030	120,589	2,467	595	13,999	44,522	1,089	6,603	398,754
Textbook Rentals	43,636	3,927	1,621	66	5,503	34,653	663	187	569	5,629	(223)	809	97,040
Trade Books	0	0	0	0	0	0	0	0	0	0	0	0	0
Used Textbooks	20,611	255	628	0	9,059	19,742	951	(136)	298	10,796	63	1,007	63,275
TOTAL BOOK MERCHANDISE	**308,801**	**202,012**	**7,166**	**2,598**	**45,571**	**254,803**	**143,226**	**856**	**16,514**	**79,438**	**50,708**	**9,030**	**1,120,721**
Cafe & Convenience	1,636	3,773	3,100	2,574	1,712	2,486	2,463	2,982	2,580	1,485	1,198	798	26,786
Computer Products	1,827	2,923	495	57	109	5,035	98	177	65	879	65	291	12,021
Emblematic Clothing & Gifts	3,797	1,867	1,318	427	1,276	1,147	313	1,635	1,349	4,138	1,827	1,310	20,404
Other	928	113	51	80	108	764	80	10,426	2,222	670	125	2	15,568
School Supplies	5,325	3,055	842	510	417	6,862	1,548	514	735	1,973	247	223	22,250
TOTAL GENERAL MERCHANDISE	**13,513**	**11,730**	**5,807**	**3,648**	**3,622**	**16,294**	**4,501**	**15,734**	**6,951**	**9,145**	**3,461**	**2,623**	**97,029**
3rd Party Revenue	0	3,896	0	(4,583)	0	67	63	25	3,817	0	(3,808)	0	(523)
Marketing Commissions	0	0	3,987	0	0	1,731	0	0	2,220	0	0	2,667	10,605
Ring/Announcements Commissions	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL OTHER REVENUE	**0**	**3,896**	**3,987**	**(4,583)**	**0**	**1,798**	**63**	**25**	**6,037**	**0**	**(3,808)**	**2,667**	**10,082**
Digital Products	(66,591)	(179,267)	(2,337)	(2,005)	(8,899)	(68,056)	(139,045)	(307)	(1,505)	(17,705)	(49,708)	(539)	(535,963)
Non-Commissionable Sales	(19)	(15)	(22)	(50)	0	(109)	(5)	(598)	(40)	(671)	(236)	(347)	(2,111)
Uncollected Sales	(2,849)	(1,235)	(3,012)	(320)	(965)	(2,158)	(574)	(957)	(358)	(858)	(257)	(207)	(13,751)
TOTAL ADJUSTMENTS	**(69,458)**	**(180,518)**	**(5,371)**	**(2,375)**	**(9,864)**	**(70,322)**	**(139,624)**	**(1,862)**	**(1,904)**	**(19,234)**	**(50,200)**	**(1,092)**	**(551,825)**
GROSS SALES:	**252,856**	**37,121**	**11,589**	**(713)**	**39,329**	**202,573**	**8,166**	**14,753**	**27,598**	**69,348**	**161**	**13,228**	**676,008**

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Barnes & Noble COLLEGE

Muskegon Community College #0037
Summary of Gross Sales by Merchandise Category
August 2021 - July 2022

	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	TOTALS
Digital Products	140,181	39,033	736	1,040	22,132	102,428	40,414	977	2,627	28,326	19,613	3,804	401,309
New Textbooks	269,902	24,165	2,354	1,563	46,728	160,264	3,399	427	2,976	81,941	7,985	3,239	604,946
Textbook Rentals	71,485	4,917	634	60	10,613	39,117	43	60	462	7,647	179	1,231	136,450
Trade Books	13	12	0	0	0	3	38	0	0	15	0	0	81
Used Textbooks	37,783	1,958	452	187	14,648	23,918	397	(157)	925	15,181	558	1,017	96,868
TOTAL BOOK MERCHANDISE	**519,364**	**70,086**	**4,176**	**2,851**	**94,122**	**325,730**	**44,291**	**1,307**	**6,990**	**133,111**	**28,335**	**9,291**	**1,239,653**
Cafe & Convenience	1,477	3,488	2,565	2,450	1,341	2,778	3,792	3,425	3,383	1,256	1,231	938	28,125
Computer Products	5,009	453	146	121	108	674	290	167	168	1,236	243	128	8,743
Emblematic Clothing & Gifts	4,053	3,438	1,611	1,506	1,483	1,708	491	657	1,811	1,380	648	1,048	19,832
Other	1,549	279	26	10	66	622	27	3,177	5,191	952	0	377	12,277
School Supplies	4,916	2,053	948	218	473	4,802	806	491	464	1,718	241	270	17,401
TOTAL GENERAL MERCHANDISE	**17,005**	**9,710**	**5,296**	**4,305**	**3,471**	**10,584**	**5,406**	**7,918**	**11,016**	**6,542**	**2,364**	**2,761**	**86,378**
3rd Party Revenue	41	4,541	14	(1,082)	0	29	72	(2,665)	2,942	(2,917)	0	0	976
Marketing Commissions	0	0	2,513	0	0	2,612	0	0	2,575	0	0	1,892	9,591
Ring/Announcements Commissions	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL OTHER REVENUE	**41**	**4,541**	**2,527**	**(1,082)**	**0**	**2,641**	**72**	**(2,665)**	**5,517**	**(2,917)**	**0**	**1,892**	**10,567**
Digital Products	(57,156)	(30,373)	(479)	(568)	(11,737)	(61,926)	(39,128)	(554)	(1,930)	(22,982)	(19,618)	(3,804)	(250,257)
Non-Commissionable Sales	(1,085)	(254)	(44)	(10)	(94)	0	(4)	(21)	(10)	(3)	(4)	0	(1,530)
Uncollected Sales	(5,118)	(2,050)	(633)	(233)	(1,290)	(3,547)	(1,046)	(674)	(379)	(447)	(544)	(1,088)	(17,049)
TOTAL ADJUSTMENTS	**(63,360)**	**(32,677)**	**(1,156)**	**(812)**	**(13,122)**	**(65,474)**	**(40,178)**	**(1,249)**	**(2,319)**	**(23,432)**	**(20,167)**	**(4,892)**	**(268,836)**
GROSS SALES:	**473,050**	**51,661**	**10,843**	**5,263**	**84,471**	**273,481**	**9,592**	**5,311**	**21,205**	**113,304**	**10,532**	**9,052**	**1,067,762**

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Barnes & Noble COLLEGE

Muskegon Community College #0037
Summary of Gross Sales by Merchandise Category
August 2020 - July 2021

	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	TOTALS
Digital Products	25,472	3,668	379	952	8,167	29,814	849	1,656	1,861	15,829	312	3,891	92,850
New Textbooks	383,087	38,330	2,886	3,869	102,944	222,340	7,588	2,504	2,894	126,154	8,801	11,519	912,916
Textbook Rentals	80,123	9,908	653	692	30,020	55,764	913	(88)	870	19,298	495	2,150	200,799
Trade Books	11	0	0	70	2,559	(2,559)	(30)	0	0	0	0	4	54
Used Textbooks	55,196	(222)	451	387	30,728	18,678	601	(166)	1,367	22,325	78	1,919	131,341
TOTAL BOOK MERCHANDISE	**543,889**	**51,684**	**4,369**	**5,971**	**174,419**	**324,036**	**9,921**	**3,906**	**6,992**	**183,605**	**9,686**	**19,482**	**1,337,960**
Cafe & Convenience	199	629	576	351	37	129	222	404	456	341	392	537	4,271
Computer Products	2,583	1,217	61	49	125	3,520	0	470	94	2,293	10	0	10,421
Emblematic Clothing & Gifts	2,518	1,722	696	588	806	1,178	361	646	954	2,845	723	455	13,493
Other	319	167	(38)	2	95	203	164	0	2,811	6,113	5	95	9,937
School Supplies	3,974	985	731	271	535	3,663	805	280	80	2,004	235	52	13,613
TOTAL GENERAL MERCHANDISE	**9,592**	**4,719**	**2,025**	**1,261**	**1,597**	**8,693**	**1,551**	**1,800**	**4,396**	**13,597**	**1,366**	**1,138**	**51,735**
3rd Party Revenue	86	41	129	0	31	76	49	20	7	5,420	(5,343)	16	532
Marketing Commissions	0	0	3,193	0	0	1,347	0	0	1,789	0	0	722	7,051
Ring/Announcements Commissions	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL OTHER REVENUE	**86**	**41**	**3,322**	**0**	**31**	**1,423**	**49**	**20**	**1,796**	**5,420**	**(5,343)**	**738**	**7,583**
Digital Products	(25,472)	(3,668)	(379)	(952)	(8,167)	(29,814)	(849)	(1,656)	(1,861)	(15,829)	(312)	(3,891)	(92,850)
Non-Commissionable Sales	0	(135)	(99)	(114)	(164)	(32)	(81)	(219)	(9)	(765)	0	0	(1,618)
Uncollected Sales	(5,976)	(2,110)	(639)	(203)	(1,495)	(4,018)	(535)	(223)	(176)	(2,198)	(362)	(344)	(18,279)
TOTAL ADJUSTMENTS	**(31,447)**	**(5,913)**	**(1,117)**	**(1,269)**	**(9,826)**	**(33,865)**	**(1,465)**	**(2,098)**	**(2,046)**	**(18,791)**	**(674)**	**(4,235)**	**(112,746)**
GROSS SALES:	**522,119**	**50,531**	**8,598**	**5,963**	**166,221**	**300,287**	**10,057**	**3,628**	**11,138**	**183,830**	**5,036**	**17,124**	**1,284,531**