

Options

JAN 2026-SEP 2026

Continuing Education Course Catalog

GET YOUR CDL

LEARN TO DRIVE WITH VIRTUAL
SIMULATORS AND ALL-NEW RIGS.

FROM FIELDS TO FABRICATION: FINDING A CAREER THAT FINALLY FIT

PRECISION MACHING PROGRAM LEADS TO NEW CAREER

Buddy to Boss p3

Access Basics p7

Auto Dealers 8

Intro to Machine Shop p15

Drone Flight Basics p18

REGISTER TODAY: (319) 208-5375



SOUTHEASTERN
COMMUNITY
COLLEGE



SOUTHEASTERN
COMMUNITY COLLEGE

www.cbiziowa.com



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Options Non-Credit

Spring/Summer 2026 Catalog

Continuing Education Course Catalog offered through SCC

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712 6th Street
Fort Madison, IA 52627
(319) 208-5306

SCC Mount Pleasant Center
200 North Main
Mount Pleasant, IA 52641
(319) 385-8012

GAIN NEW SKILLS FOR EMPLOYMENT

Get the training to help you get that promotion or land that new job!

Tuition assistance available. Call today to see if you qualify.

Check out these short-term training options available with tuition assistance.


SPRING/SUMMER 2026 SHORT TERM TRAINING	PAGE	DURATION IN WEEKS			START DATE	LOCATION	TUITION ASSISTANCE AVAILABLE	CREDIT OPTIONS
		4 - 6	8	10 - 12				
Business Bookkeeping	2		✗		AVAILABLE UPON REQUEST	CBIZ	✓	
CDL Training	15		✗		AVAILABLE UPON REQUEST	SCC WB	✓	
CNA, Certified Nursing Assistant	9		✗		VARIOUS START DATES	SCC WB	✓	✓
Computer Skills in the Workplace I	6	✗			AVAILABLE UPON REQUEST	CBIZ	✓	
Computer Skills in the Workplace II	6	✗			AVAILABLE UPON REQUEST	CBIZ	✓	
Introduction to Machine Shop	12				Aug 19	SCC WB	✓	✓
Introduction to Machine Theory	12				Aug 18	SCC WB	✓	✓
PLC	11	✗			June 1	SCC KEO	✓	
Supervisory	3			✗	AVAILABLE UPON REQUEST	CBIZ	✓	
Stick Welding	13	✗			Aug 3	SCC WB	✓	✓
Production Welding	13	✗			Sep 14	SCC WB	✓	✓

BUSINESS & PROFESSIONAL DEVELOPMENT

BUSINESS MANAGEMENT


Smart Start

Have a business idea or want to buy a business? Learn the key steps to start and succeed! This workshop covers creating a business plan, market research, cost estimates, financing options, legal requirements, taxes, and marketing strategies. You'll also receive a business plan template, step-by-step startup guide, and resources to help you grow. Sponsored by America's SBDC Iowa.

 106809 \$19 J Clover
W, Feb 4 5:30 - 8:30 PM SCC CBIZ 111


NEW AI for Small Business

AI Advantage: ChatGPT Digital Assistant
This course introduces participants to using ChatGPT as a practical workplace tool for repeatable, role-based workflows. Through hands-on activities, learners practice selecting appropriate models, organizing work with Projects and group chats, using images, voice, and file uploads, and designing a reusable workflow. Participants leave with a tested "workflow recipe," responsible-use guidelines, and next steps for implementation. Prerequisites: basic computer skills and an active ChatGPT account with login access.

 000000 \$249 A Maurer
T, Apr 21 5:30 - 8:30 pm SCC CBIZ 110


NEW Business Finance and Ethics

Gain practical insight into how ethical decision-making shapes a company's financial health. Explore common auditing and fraud risks, learn the essentials of bank statement reconciliation, and understand how accurate financial records support long-term business success.

 107431 \$45 C Kingrey
W, Mar 25 5:30 - 8:30 PM Zoom

NEW Small Business Money Management

Perfect for small business owners or those new to managing finances, this class breaks down the essentials of accounting, payroll, budgeting, and taxes. Learn how to track expenses, manage employee withholdings, and understand the financial side of running a successful business.

 107430 \$45 C Kingrey
W, May 6 5:30 - 8:30 PM Zoom

CERTIFICATE PROGRAM BUSINESS BOOKKEEPING

This Certificate is designed for those who want to become bookkeepers or for small business owners who would like to understand bookkeeping better. Increase your skills in payroll, QuickBooks, and tax knowledge to enable you to perform bookkeeping accurately and efficiently.

Classes include:


- > Accounting Basic Concepts
- > QuickBooks Online Software
- > Understanding Your Business Taxes
- > Payroll Accounting

AVAILABLE UPON REQUEST

Call 319-208-5375 for Information.


Minimum enrollment must be met.

TUITION ASSISTANCE MAY BE AVAILABLE

Look for  to locate Business Bookkeeping. Certificate classes may be taken individually outside of the certificate.

Understanding Your Business Taxes

Confused by business taxes? Learn about income, sales, and payroll taxes, plus key forms, filing methods, and recordkeeping tips to simplify your process and reduce your tax burden. Participants receive materials and are encouraged to bring questions for discussion.

Approved course for  Business Bookkeeping Cert.

\$59 **AVAILABLE UPON REQUEST**

Accounting Basic Concepts


Designed for the non-accountant bookkeeper, office manager or owner of a business. Learn basic accounting terms including revenues, expenses, assets, and liabilities. Learn to build and read the income statement, balance sheet, and statement of cash flows. Become familiar with accounting debits and credits as you learn how to record transactions in this hands-on course.

Approved course for  Business Bookkeeping Cert.

\$449 **AVAILABLE UPON REQUEST**

Payroll Accounting

It's a fact of business-if a company has employees, it has to account for payroll, fringe benefits, and payroll taxes. This comprehensive course will guide you through processing a new employee, calculating payroll and payroll taxes, payroll tax reporting, periodic and year end payroll reporting to the government.


Approved course for  Business Bookkeeping Cert.

\$425 **AVAILABLE UPON REQUEST**

Quickbooks Online Software

Get comfortable with QuickBooks®! Learn to set up accounts, customers, vendors, and products. Manage sales, invoicing, deposits, bill payments, expenses, and credit card transactions. Discover how to reconcile accounts, track loans and assets, and use reports to monitor sales trends, profitability, and tax readiness. Gain confidence knowing you can handle whatever QuickBooks sends your way.

Approved course for  Business Bookkeeping Cert.

 106780 \$339 S Yasenchok
MW Apr 6 & 8 1 - 5 PM SCC CBIZ 110

**WANT TO START
A BUSINESS?**

SBDC OFFERS:
**NO-FEE, CONFIDENTIAL
BUSINESS CONSULTING
FOR NEW & EXISTING
BUSINESSES!**

319-208-5381 | WWW.IOWASBDC.ORG

CUSTOMER SERVICE

Managing Customer Service

Learn how to correctly anticipate and meet your customers' needs. This course will help you discover some effective methods to bring out your best and do the same for the other people you work with as you serve as an ambassador for your company.

 www.ed2go.com/secc/

Customer Service Representative (CSR) Exam Prep

Prepare to become an outstanding customer service professional! Learn key duties and responsibilities, practice real-world interactions, and complete hands-on exercises to build your skills. This course also prepares you for nationally recognized certifications, including the HDI Customer Service Representative Exam.

 Protrain

BUILD SKILLS TO NURTURE, TEACH, AND INSPIRE YOUNG LEARNERS.

CLASSES COMING FALL 2026.

Early Childhood Certificate – Level I

Explore child development, health, safety, and nutrition.

Early Childhood Certificate – Level II

Learn to create engaging, evidence-based curriculum and guide positive behaviors.

Tuition assistance may be available.

Call 319-208-5375 or email cbiz@sccciowa.edu for more details.

LEADERSHIP

Supervisory Survival Skills

This training program is designed for new managers and non-managers interested in or identified for promotion. Knowledge gained in this program will enable you to avoid some of the hard lessons that come from on-the-job learning. Applicable in manufacturing, service, and retail organizations, this seminar presents the fundamental leadership and communication skills and techniques required to manage employees effectively. Content of this training covers the first two modules of the Supervisory Certificate.

\$299 **AVAILABLE UPON REQUEST**

SUPERVISORY CERTIFICATE

Leader, manager, supervisor, team leader - no matter what your official title, you're expected to get the job done through others. This course provides new and experienced supervisors with the tools and skills for building personal confidence in their leadership role. You will see the relevance of the training, rapidly acquire the skills, and quickly put them to use on the job. Attend all twelve modules and earn a certificate in Supervision. Our program is designed for anyone who manages people in manufacturing, retail, or service industries.

TUITION ASSISTANCE MAY BE AVAILABLE

Call 319-208-5375 for Information.

Minimum enrollment must be met.

\$1495 **AVAILABLE UPON REQUEST**

CERTIFICATE PROGRAM

LEADERSHIP FUNDAMENTALS: BUILDING BLOCKS FOR ENTRY LEVEL SUCCESS

Tailored for early-career professionals and aspiring leaders, this comprehensive certificate lays the groundwork for success in entry-level supervisory positions. Participants will learn fundamental leadership principles, effective communication strategies, and practical problem-solving techniques. By mastering essential skills and strategies, you will be well-equipped to embark and thrive on a successful leadership journey and contribute effectively to your organization's growth and success.

Classes include:

- > Welcome to Supervising Management
- > Time Management
- > Documentation Basics
- > Employment Law
- > Buddy to Boss
- > Handling Conflict
- > Motivation
- > Communication Skills for Managers


Look for ★ to locate Leadership Fundamentals Certificate classes in this catalog.

Classes may be taken individually outside of the certificate.

Buddy to Boss

One day, they are your co-workers and buddies - the people you socialize with and take coffee breaks with. Now, you're their boss. Suddenly, you find yourself questioning what you should and shouldn't say to your former co-workers. Your job is now about them and no longer all about you. The challenge is not only in taking on the demands of a new, elevated role and the skills and knowledge required, but it is also in making the emotional and mental transition to that of manager.


Approved course for ★ Leadership Fundamentals Cert.

 104956	\$249	H Woody
Th Jan 8	9 AM - Noon	SCC CBIZ 103

Handling Conflict

Conflict is inevitable—but it doesn't have to be destructive. Learn effective strategies for addressing workplace conflict, improving teamwork, and achieving positive outcomes. Explore conflict do's and don'ts, identify your personal conflict style, and use a proven roadmap to navigate difficult situations with confidence and professionalism.


Approved course for ★ Leadership Fundamentals Cert.

 104957	\$249	H Woody
Th Feb 26	9 AM - Noon	SCC CBIZ 103

Motivation

Identify what factors motivate and de-motivate employees. This workshop will explain motivational needs and develop strategies that would work in your facility and identify traditional methods of motivation. Participants will receive guidelines for effective encouragement.


Approved course for ★ Leadership Fundamentals Cert.

 105000	\$295	D McKee
T Apr 14	9 AM - Noon	SCC CBIZ 103

Communication Skills for Managers

Participants will discuss how to become better listeners and how to coach employees improve in order to meet expectations. Practice giving feedback to employees through role-play. Whether communicating with team members, peers or managers, this course will help you hone both your communication and influencing skills, enabling them to deliver the right message for successful outcomes.

Approved course for ★ Leadership Fundamentals Cert.

 105001	\$495	D McKee
T Jun 2	9 AM - 4 PM	SCC CBIZ 103

CERTIFICATE PROGRAM

HIGH PERFORMANCE LEADERSHIP: STRATEGIES FOR EFFECTIVE MANAGEMENT

Elevate your leadership skills with our High Performance Leadership certificate tailored for our mid-level supervisory managers and aspiring leaders. This dynamic certificate equips participants with strategies and techniques to drive organizational success. Explore cutting-edge leadership concepts, refine your management approach, and learn to inspire high-performance teams. With expert guidance and interactive learning experiences, you'll gain the tools and insights needed to excel as a leader in today's fast-paced business environment. Join us and unleash your full leadership potential!

Classes include:

- > HR Legal Issues for Managers
- > Management Basics
- > The Emotionally Intelligent Leader
- > Culture Smart Teams
- > Coaching for Performance
- > Leading Change in the Workplace
- > Delegating for Leaders
- > Effective Performance Appraisals
- > Leading High Performance Teams

Look for ★ to locate High Performance Leadership Certificate classes in this catalog. Certificate classes may be taken individually outside of the certificate.

Coaching for Performance

Learn a coaching strategy to supplement your leadership and management strategies. Understand the qualities of great coaches, leadership coaching strategies and coaching skills. You will have the opportunity to practice coaching skills as well as experience being coached with fellow participants.

Approved course for ★ High Performance Certificate

104997 \$279 H Woody
Th Jan 15 9 AM - Noon SCC CBIZ 103

Leading Change in the Workplace

Change is inevitable—but how you lead through it defines success. This course gives leaders the mindset and tools to confidently guide teams through workplace change. Explore the emotions behind change, improve communication, and learn strategies to reduce resistance and boost engagement. See change as an opportunity to build resilience, adaptability, and a forward-focused culture.

Approved course for ★ High Performance Certificate

104155 \$685 T Westbrook
T, Feb 17 9 AM - 4 PM SCC CBIZ 103

Delegating for Leaders

Strong leaders empower others by sharing responsibility. This course helps leaders master the art of delegation—assigning tasks, priorities, and projects effectively across all skill levels. Learn when and how to delegate, how to match tasks to team readiness, and how proper empowerment builds confidence, capability, and bench strength within your organization.

Approved course for ★ High Performance Certificate

104965 \$279 H Woody
T, Mar 11 9 AM - Noon SCC CBIZ 103

Effective Performance Appraisals

Learn to write measurable performance expectations and evaluate non-tangible skills. Learn to evaluate employees' current performance and write performance objectives they can follow. This course covers what to do when employees do not meet expectations, including the necessary disciplinary action; as well as progressive discipline including written performance plans.

Approved course for ★ High Performance Certificate

105003 \$585 D McKee
Th, Apr 23 9 AM - 4 PM SCC CBIZ 103

Leading High Performance Teams

Transform your team into a high-performing one. Learn the basics of team dynamics, the stages of team formation, and learn to utilize individual strengths to bring out the best in all team members. Learn about your own leadership style and explore its impact on team performance.

Approved course for ★ High Performance Certificate

105002 \$585 D McKee
T May 12 9 AM - 4 PM SCC CBIZ 103



Dale Carnegie

NEW Coaching Strategies That Drive Results

Lead with confidence, clarity, and impact. This hands-on workshop helps leaders move beyond managing to truly empowering their teams. Learn proven coaching techniques that boost growth, accountability, trust, and engagement. Practice real-world scenarios to uncover motivation, overcome performance barriers, and deliver effective, in-the-moment coaching. Strengthen your people—and yourself.

104451 \$929 M Gnida
Th, Mar 5 8 AM - Noon SCC CBIZ 103


NEW Culture As a Competitive Edge

Leading for Accountability, Positivity & Employer Brand. Leaders shape culture every day—whether they realize it or not. This session focuses on how to intentionally create a culture where accountability, positivity, and performance thrive. Leaders will explore how these elements connect to becoming an employer of choice, driving both retention and recruitment. Through practical tools and real scenarios, participants will learn how to build a culture people don't want to leave—and others want to join.

105005 \$629 C Peerman
Th, May 21 8 AM - Noon SCC CBIZ 103


The Pawn's Journey: Strategic Leadership & Personal Growth

Are you ready to move from surviving to strategizing? This transformative workshop uses the timeless game of chess to teach how small, consistent moves create lasting impact in life and leadership. Through storytelling, interactive exercises, and reflective journaling, you'll learn to recognize patterns, anticipate challenges, and execute strategies that position you for long-term success. Whether you're building a business, balancing family and career, or simply seeking direction, The Pawn's Journey offers the mindset tools to stay grounded, confident, and forward-thinking. No chess experience required. All materials provided.

 107432 \$35 S Johnson
W, Feb 25 9 - 11 AM SCC CBIZ 112


The Pawn's Journey: Strategic Decision-Making for Students

Every great move begins with a single step. In this engaging course designed for students, discover how the lessons of chess can transform your approach to academics, relationships, and leadership. You'll learn how to: think critically before you move; manage time, stress, and opportunity; turn mistakes into learning moves; lead with focus and emotional intelligence. This is more than a game — it's a roadmap to confident decision-making, academic resilience, and personal growth. Perfect for college, high school, or student-leader development programs.

 107443 \$35 S Johnson
W, Mar 4 9 - 11 AM SCC CBIZ 112


The Pawn's Journey: Leadership Strategy for Professionals

Strong leaders aren't born—they're built, one move at a time. The Pawn's Journey turns the ancient game of chess into a masterclass on business strategy, personal discipline, and organizational leadership. Learn how to identify high-value moves, leverage your position, and lead with purpose under pressure. Through hands-on activities and guided discussion, participants will apply battlefield-tested principles to modern challenges in management, sales, and entrepreneurship. Ideal for business owners, team leaders, and professionals seeking clarity and competitive edge.

 107449 \$35 S Johnson
W, Mar 11 9 - 11 AM SCC CBIZ 112

Paralegal Certificate Program 1

Decide if becoming a paralegal is the right career path for you. This course helps you discover the many aspects of what paralegals do by learning the fundamentals of legal terminology, contract law, how to conduct interviews and investigations write briefs and prepare for appeals.

 www.ed2go.com/secc/ **\$175**

Digital Court Reporter

This course is designed to give participants a thorough understanding of how to be a digital court reporter, as well as broad training for covering legal proceedings. Individuals taking this course will learn about the court system, laws, ethics, professionalism, legal procedure, and digital reporting software and equipment and be ready to take the AAERT Certified Electronic Reporters Exam.

 www.ed2go.com/secc/ **\$795**

Nonprofit Management and Grant Writing Suite

Develop the skills and strategies you need to become an integral part of one of America's fastest growing service sectors. Further the ideals and goals of your nonprofit by learning to compete more effectively for members, media attention, donors, clients, and volunteers. Learn to prepare grant proposals that get solid results for your favorite organization or charity.


 www.ed2go.com/secc/ **\$395**

HUMAN RESOURCES

Job Classification & Compensation Strategies


Job Classification & Compensation Strategies Convey key components of a comprehensive classification and compensation system to attract and retain employees.


PLACEHOLDER - WORKING ON DETAILS

 106851 \$ G Mangold
Th, Jan 1 9 AM - Noon SCC CBIZ 112

Mental Health

This is a class that will study the signs and symptoms of mental health conditions. It will also discuss how to give assistance to someone in a mental health crisis and discuss de-escalation techniques to assist with a mental health crisis or in every day situations.

 104169 \$45 B Carper
W, Jan 14 6 - 9 PM SCC CBIZ 112

 106782 \$45 B Carper
W, Jun 17 6 - 9 PM SCC CBIZ 112

SHRM Certification Prep

Commit to your career. HR professionals like you are facing new and larger challenges each day due in part to a changing workforce, shifting legislation and regulations, and so much more. Ensure you're prepared for these changes and anything else thrown your way with SHRM's global HR credentials, SHRM-CP and SHRM-SCP. Unlike memorization-based certification credentials, SHRM certification measures an HR professional's most critical skill: the ability to apply HR principles to real-life situations. No other exam compares. By becoming SHRM certified, you prove your knowledge, competency and value to colleagues and to employers looking for a competitive edge in today's global economy. Wherever your career takes you, your SHRM certification will define you as an HR expert and leader. Network and collaborate with peers to share real-life examples and bring HR knowledge and competencies to life. The tuition includes the cost of instruction and the SHRM learning system (online and printed material).

This course is provided through a partnership with North Iowa Area Community College (NIACC).

SHRM Essentials

Sharpen your HR skills to face today's HR issues. SHRM, the leading global HR professional organization, has developed the SHRM Essentials of Human Resources course, which teaches the HR knowledge, skills and competencies required for overall business success. Whether you are new to HR, or it's one of the many roles you fulfill at your company, in less than 20 hours of training time, you can cover the issues you need to reduce potentially costly lawsuits. The straightforward format ensures that HR concepts can be mastered and applied to real-life situations.

This course is in partnership with North Iowa Area Community College (NIACC).


To register or for more info: Call 319-208-5375 or email cbiz@sccowa.edu.

BUSINESS & PROFESSIONAL DEVELOPMENT

MARKETING

NEW Canva Foundations


This introductory course teaches students how to confidently navigate Canva's workspace and create professional-looking designs without prior graphic design experience. Students learn how to use templates, customize layouts, select colors and fonts, and organize elements into balanced designs. By the end, students will be able to create polished flyers, business cards, and social media graphics suitable for personal or small business use. No design experience required.

 106832 \$89 M Smeltzer
MW, Mar 23-Apr 1 6 - 8 PM SCC CBIZ 110

NEW Canva Branding & Professional Design

This course builds on Canva fundamentals to help students develop cohesive branding and professional-quality materials. Students will learn how to design consistent visual identities using Canva's Brand Kit, create reusable templates, and produce branded presentations and marketing assets. Emphasis is placed on color psychology, font pairing, and visual hierarchy to elevate their design.


Completion of Canva Foundations or equivalent experience. Must be comfortable using templates, text boxes & laying elements. Basic understanding of color and layout principles.

 106833 \$99 M Smeltzer
MW, Apr 13-22 6 - 8 PM SCC CBIZ 110

NEW Canva Mastery With AI & GPT

This advanced course empowers students to leverage Canva's cutting-edge Magic Studio and AI-powered design tools for automation, creative idea generation, and content optimization. Students will explore tools like Magic Write, Magic Design, Magic Animate, and Text-to-Image, integrating them into s, real-world projects such as websites, animated videos, and automated marketing campaigns.

Completion of Canva Branding & Professional Design or equivalent experience. Strong understanding of Canva interface and design principles. Participates will need to bring their headphones/earphones.

 106834 \$149 M Smeltzer
MW, May 4-20 6 - 8 PM SCC CBIZ 110

EMMA ROSE


A passionate storyteller, Emma specializes in social media, video production, and content creation.

She blends creativity with strategy to develop campaigns that connect with audiences and inspire action. Her work centers on lifting voices and empowering others through meaningful communication. Emma currently works at South-eastern Community College as their Marketing Communications Coordinator. As a dedicated learner and reader, she brings curiosity and growth into every aspect of her work. Emma is committed to using her skills to highlight stories that showcase the power of education and community




NEW Social Media for Business Using Meta

Discover how to effectively use social media to connect, engage, and grow your audience. This introductory course covers the essentials of major Meta platforms— including Facebook, Instagram, and Meta Business Suite — along with tips for creating content, scheduling posts, and understanding analytics. Perfect for small business owners and entrepreneurs looking to strengthen their online presence. A personal Facebook account and Facebook Business Page are required. Must set up prior to the class.

 107440 \$69 E Rose
MW, Apr 6 & 8 5 - 6:30 PM SCC WB 190

NEW Blogging for Business

Your story matters — and your blog can be the place where it comes to life. Learn to create and manage a blog that drives engagement and builds your brand. This course covers blogging strategy, content planning, writing for your audience, search engine optimization (SEO) basics, and how to share your posts across social media in a way that extends your reach. Ideal for small business owners, entrepreneurs, and professionals who want to use blogging to attract and retain customers. A free WordPress account must be created prior to class (www.wordpress.com).


 107441 \$69 E Rose
MW, Apr 13 & 15 6 - 8 PM SCC WB 190

COMPUTER TECHNOLOGY

OFFICE PRODUCTIVITY

Business Computer Essential

New to computers? This beginner-friendly course is perfect for anyone with little or no computer experience. Learn step by step in a relaxed environment as you explore the Windows operating system, word processing, file management, internet use, and email basics. Gain the essential computer skills needed to confidently use technology at home or work and thrive in today's digital world.

 107450 \$179 A Gaddis
TTh, Mar 24 & 26 1 - 5 PM SCC CBIZ 110

CERTIFICATE PROGRAM

COMPUTER SKILLS IN THE WORKPLACE LEVEL I & II

These hands-on certificate programs are for those who need or want to learn more about the world of computers using Microsoft programs. In Level I, students will learn the essentials of computing for today's technological workplace learning fundamental concepts and functions of a wide variety of computer software applications. Level II will take the skills learned in Level I to the next level gaining a deeper working knowledge of the computer software applications. These certificates will help a student in a cross section of occupations. A final project will be due at each Level that will assess and review the concepts covered in the program. Level I is recommended prior to Level II, but not required.

Level 1 Classes include:

- > Excel Basics
- > Word Basics
- > Word Intermediate
- > PowerPoint Basics
- > Access Basics
- > Outlook Basics

Level 2 Classes include:

- > Excel Intermediate
- > Excel Advanced
- > Word Advanced
- > Access Intermediate
- > Access Advanced
- > PowerPoint Inter.

AVAILABLE UPON REQUEST

Call 319-208-5375 for Information.

Minimum enrollment must be met.

TUITION ASSISTANCE MAY BE AVAILABLE

Look for ★ to locate Computer Skills in the Workplace Level I and Level II certificate classes. Certificate classes may be taken individually outside of the certificate.

Outlook Basics

Overwhelmed by emails, meetings, and to-dos? Learn how to organize your inbox, track contacts, and make the most of Outlook's Calendar and Alerts. Customize Outlook to fit your workflow and automate tasks with rules. Whether you're new or experienced, this course provides practical tips and techniques to boost efficiency, stay organized, and get more done with less stress.

Approved course for ★ Computer Skills Level I Cert.

Excel Basics

Work with numbers? Then you need to learn Excel. In this class, you will use Excel and discover dozens of shortcuts and tricks for setting up fully formatted worksheets quickly and efficiently. You'll benefit from hands-on activities covering creating and editing workbooks, modifying worksheets, using calculations, formatting worksheets, and managing large workbooks. Experience with Windows is recommended.

Approved course for ★ Computer Skills Level I Cert.

106753	\$179	J Ita
S, Feb 28	8 AM - 4:30PM	SCC CBIZ 110
107391	\$179	A Gaddis
TTh, Apr 14 & 16	1-5 PM	SCC CBIZ 110

Excel Intermediate

In this class you will discover dozens of shortcuts and tricks for setting up fully formatted worksheets quickly. Hands-on activities will cover creating and editing workbooks, modifying worksheets, using functions, formatting worksheets, creating charts and managing large workbooks.

Approved course for ★ Computer Skills Level I Cert.

106754	\$179	J Ita
S, Mar 28	8 AM - 4:30 PM	SCC CBIZ 110
106817	\$179	A Gaddis
TTh, Apr 21 & 23	1 - 5 PM	SCC CBIZ 110

Excel Advanced

In Excel Advanced, students will discover how to forecast data. Learn the advantages of working with multiple worksheets and workbooks in consolidating data and using lookup functions and formula auditing. This class will not only go through the automating workbook functionality but also give you the know-how to share and protect workbooks and create Sparklines and mapping data. Prerequisite: Excel Intermediate or equivalent knowledge.

Approved course for ★ Computer Skills Level I Cert.

106818	\$179	A Gaddis
TTh, Apr 28 & 30	1 - 5 PM	SCC CBIZ 110
106755	\$179	J Ita
S, Jun 6	8 AM - 4:30PM	SCC CBIZ 110

Word Basics

In this course you will gain basic proficiency with Microsoft Word. Discover the best and fastest ways to perform everyday tasks. Learn how to create and edit documents, format characters and paragraphs, create and manage tables, control page layout, work with web features and instant messaging, and much more. You'll be able to practice what you learn in this hands-on course.

Approved course for ★ Computer Skills Level I Cert.

Word Intermediate

Topics covered include working with sections and columns, formatting tables, working with Excel data, working with styles, headers and footers, printing labels and envelopes, working with graphics and objects, document templates, and managing document revisions. Pre-requisite: Word Basics or equivalent knowledge.

Approved course for ★ Computer Skills Level I Cert.

Word Advanced

Topics covered in this class include working with forms, working with large documents, creating macros, customizing menus and toolbars, using XML features, and sharing Word documents. Pre-requisite: Word Intermediate or equivalent knowledge.

Approved course for ★ Computer Skills Level I Cert.

PowerPoint Basics

PowerPoint is used to create presentations that can combine text, graphics, charts, clip art, and WordArt. These presentations can then be shown at internal business meetings, sales calls, and training events. Additional topics include building new presentations, formatting slides, using drawing tools, working with graphics, using tables and charts, and modifying the proofing presentations. Experience with Windows is recommended.

Approved course for ★ Computer Skills Level I Cert.

PowerPoint Intermediate

Learn to deliver presentations across multiple venues, while keeping information confidential. PowerPoint Intermediate will help you make your presentations interesting, informative and memorable. Given all the variables, it may seem an overwhelming task to deliver your content, on time, to all audiences, and to only those who need to see it. This course will give you a variety of robust tools to help you deliver your content easily, quickly and for any situation.

Approved course for ★ Computer Skills Level I Cert.

CUSTOMIZED SCHEDULING FOR GROUPS OF 4 OR MORE.
CALL 319-208-5375 FOR INFO.

COST PER PARTICIPANT: \$179

Access Basics

This course will take you from knowing little or nothing about databases and Access to a basic level of understanding. Topics include database concepts, databases and tables, fields and records, data entry rules, simple queries, using forms, creating and modifying reports, and much more. You'll practice what you learn in this hands-on course.

Approved course for ★ Computer Skills Level I Cert.

Access Intermediate

Topics covered include relational databases, working with related tables, complex queries, advanced form design, advanced reports, charts in forms and reports, pivot tables and pivot charts, and internet integrations. You'll practice what you learn in this hands-on course. Prerequisite: Access Basics or equivalent knowledge.

Approved course for ★ Computer Skills Level I Cert.

Access Advanced

Students will learn how to: query with SQL; use crosstab, parameter, and action queries, create and run macros; import, export, and link database objects; optimize, replicate, and synchronize databases; and maintain database security. Prerequisite: Access Intermediate or equivalent knowledge.

Approved course for ★ Computer Skills Level I Cert.

COMPUTER INSTRUCTORS NEEDED

Looking for individuals well-versed in any or all of the following
Microsoft products: Word, Outlook, PowerPoint, Excel, & Access.
Data Analysis Programs.
Part-time positions available.

Details & application can be found at
scciowa.edu




Check the JOBS LINK and complete the
PART TIME COMPUTER INSTRUCTOR for
CBIZ Application.

LICENSURE & RE-LICENSURE

AUTO DEALERS

Iowa Independent Used Auto Dealers

This course is the basic course on understanding dealer responsibilities. This class will serve as a refresher course and will teach the requirements of being an auto dealer in Iowa and how to maintain a dealer's license. Updates of changes to state and federal law, rule and regulation will be provided. The trainer will discuss new laws enacted during the most recent legislative session impacting auto dealers as well as providing new information from federal and state agencies pertaining to the auto industry. Dealers will be encouraged to bring forth areas of concern to assist with possible solutions to these concerns. Dealers will review videos from the staff of the Iowa Department of Transportation Bureau of Investigation and Identity Protection and the Consumer Protection Division of the Iowa Attorney General's office. Access to updated documentation will be provided to all attendees.




 106847	\$199	T Thein
Th, Oct 15	9 AM - 2 PM	SCC CBIZ 103
 106850	\$199	T Thein
M, Nov 16	9 AM - 2 PM	SCC VIR
 106859	\$199	T Thein
T, Dec 1	9 AM - 2 PM	SCC CBIZ 103

ATHLETIC COACHING

Coaching Authorization

This course is designed to enable you to meet the state requirements for coaching, ethics, care and prevention of athletic injuries, anatomy, and growth and development. Upon completion, students qualify to make application to the Iowa Board of Educational Examiners for Coaching Authorization. This class also includes the mandatory CPR training and Taping clinics. This course meets the coursework and CPR requirement for the state of Iowa's coaching authorization application. Students must purchase these text books: Successful Coaching, - 4th Edition and Sport First Aid - 5th Edition.

TO REGISTER: CALL SCC AT (319) 208-5375

 104148	\$529	R Kaufman
Open Registration		SCC VIR
 104166		S Abbott, D Aliprandi
S, Jan 17	8 AM - 5:30 PM	SCC WB 229
 106722		S Abbott, D Aliprandi
S, May 2	8 AM - 5:30 PM	SCC WB 229

Taping Clinic & CPR/AED

ONLINE LEARNING



NEW Discover Sign Language

Learn to master American Sign Language through immersive, silent instructional videos that emphasize proper sign techniques and facial expressions for effective communication. You will become skillful at fingerspelling and an array of signs to engage in conversations confidently.

NEW Discover Sign Language II

Take your sign language skills to the next level with additional vocabulary, grammar lessons, and cultural information.

Introduction to Networking

Learn the fundamentals of networking and prepare for a career in an exciting and fast-growing field. The course emphasizes networking fundamentals, explaining the software and hardware that makes networking possible.

NEW SAT/ACT Prep Course-Part I

Enhancing your performance on both the SAT/ACT is instrumental in determining your choice of college. This course will prepare you for specific types of questions in Reading, English and Science and give you pointers on time management, anxiety relief, scoring and general standardize test-taking.

NEW SAT/ACT Prep Course-Part 2

Gain all the information you need to do well in the math portion of the ACT and new SAT. This course will provide you with a complete review of arithmetic, algebra, geometry, trigonometry, and basic math skills, and teach useful tips to manage your time wisely.

PHP and MySQL Series

Learn how to create dynamic, interactive websites, including how to create an interactive online store complete with an online catalog of products.



CALLING ALL COSMETOLOGY PROS!

Seeking a licensed cosmetology professional to lead engaging CEU classes for fellow industry peers.

Iowa requires 6 hours of CE every two years for license renewal—including 2 hours in Iowa law, rules, and sanitation, and 4 hours in discipline-specific topics (hair, nails, or skin).

Prior teaching experience preferred.

Details & application can be found at scciowa.edu

Check the JOBS LINK and complete the COSMETOLOGY INSTRUCTOR for CBIZ Application.

NEW Achieving Top Search Engine Positions

If you want to increase website traffic, you must understand how to improve your search engine ranking. This course will give you the knowledge you need to boost website visibility with proven, step-by-step SEO strategies you can implement immediately.

Real Estate Investing

Discover how to make money in real estate, even if you have little to start with. This course includes specially designed worksheets and hands-on activities to take the guesswork out of your investing in the real estate market.

Introduction to Stock Options

Learn to evaluate, buy, sell and profit from stocks. This course will arm you with investment tools that were once thought to be only for the pros as you learn how to protect your portfolio and profit in the down market, an up market, or even a flat market.

www.ed2go.com/secc/

HEALTHCARE

PROFESSIONAL HEALTHCARE

Basic Life Support for HCP

The BLS for Healthcare Provider class is designed to teach the skills of CPR and relief of foreign airway obstruction appropriate for use with victims of all ages. This course follows the American Heart Association guidelines for those required to be trained in Basic Life Support Healthcare Provider CPR including nursing students and various healthcare providers. Includes AHA workbook.

To register & pay for class call SCC at (319) 208-5391

All class times run 5 - 9 PM and are located at SCC WB. Room HP118. Class fee is \$80.

103632	C Overhulser	M, Jan 12
105967	S Schwerin	W, Feb 11
106100	S Schwerin	W, Mar 11
106724	C Overhulser	M, Mar 30
106107	S Schwerin	W, Apr 8
106108	S Schwerin	W, May 6
106109	S Schwerin	W, Jun 3
106725	C Overhulser	M, Jun 22

Medication Aide

This is a 46-hour class with a 10-hour clinical, totaling 56 hours, to prepare individuals to safely administer medications in long-term care and residential care facilities. Successful completion qualifies the participants to pass medication according to regulatory standards. Applicant must be employed at least six months in the sponsoring facility, be recommended by their facility, and must be eligible on the DCW Registry if employed in a certified nursing facility. All other applicants must provide recommendation from their administrator at the facility where they are employed. Textbook is given out on the first day of class and is included in the cost.

To register & pay for class call SCC at (319) 208-5391

106715	\$800	D Boeding
W, Apr 1-22	8:30 AM - 2:30 PM	SCC WB HP125

Pharmacy Technician (Voucher Included)

This online course prepares you for entry-level pharmacy technician roles with training in medication terminology, basic anatomy, pharmaceutical calculations, and prescription processing. Interactive modules and an online lab provide hands-on practice with retail procedures. You'll also learn pharmacy ethics, patient interaction, and reimbursement basics.

www.ed2go.com/secc/

Medication Manager

This 20-hour class is designed to certify persons to administer medications or supervise the client who self-administers non-parenteral medications in 15-bed or fewer residential care facilities, supervised apartment living, and community-supported living arrangements. The course content, approved by the Iowa Department of Inspections & Appeals, covers rules/regulations for all three types of facilities. Required: Drug reference text less than 4 years old. Suggested texts are Davis Drug Guide for Nurses or Nursing 2019 Drug Reference.

To register & pay for class call SCC at (319) 208-5391

106716	\$300	C Sime
MW, May 6 - 20	3 - 7 PM	SCC WB HP119

Nursing Assistant Non-Credit

Emphasis of this 88-hour course is on students gaining a basic level of knowledge and demonstrating skills to provide safe, effective resident care. This course meets the requirements of the Department of Inspection and Appeals for nursing assistants / direct care givers working in long-term care and skilled facilities. Upon completion, students are eligible to take the written and skills performance competency tests to become a Certified Nursing Assistant in the State of Iowa. NOTE: This course will not cover BLS and Mandatory Reporter Requirements.

To register & pay for class call SCC at (319) 208-5391

TUITION ASSISTANCE MAY BE AVAILABLE

105304	\$1018	C Sime
MW, Jan 12 - Mar 2	4 - 8 PM	SCC WB HP119
105308	\$1018	B Vinson
MW, Jan 12 - Mar 2	4:30 - 8:30 PM	SCC KE0 511
105305	\$1018	D Boeding
T, Jan 13 - Mar 3	8 AM - Noon	SCC WB HP120
105309	\$1018	S Grant
W, Jan 14 - Mar 4	Noon - 4 PM	SCC KE0 511
105306	\$1018	C Sime
MW, Mar 23 - May 11	11 AM - 3 PM	SCC WB HP119
105310	\$1018	B Vinson
MW, Mar 23 - May 11	4:30 - 8:30 PM	SCC KE0 511
105307	\$1018	D Boeding
T, Mar 24 - May 5	8 AM - Noon	SCC WB HP120
105311	\$1018	S Grant
W, Mar 25 - May 6	Noon - 4 PM	SCC KE0 511

Nurse Aide Review

This 8-hour class is for students who have completed the Nursing Assistant course, have been on the registry in the past, or simply want a refresher prior to taking the state test. Includes a practice written test and discussion with the rest of the day devoted to practicing skills in preparation for the skills test. Students receive an updated copy of the skills book with step-by-step instructions and information on contacting the Direct Care Worker Registry in the future.

To register & pay for class call SCC at (319) 208-5391

All class times run 8 AM - 4:30 PM and are located at SCC WB. Room HP119. Class fee is \$160

103641	C Sime	F, Jan 9
103642	D Boeding	F, Feb 6
106711	D Boeding	F, Mar 27
106712	D Boeding	F, Apr 24
106713	C Sime	F, May 15
106714	D Boeding	F, Jun 12

Phlebotomy

This class of 60-classroom hours and 40-externship hours will prepare students to function as a phlebotomist in a medical laboratory setting. Background check is required and will be explained at the first class meeting. Textbook available in SCC bookstore.

To register & pay for class call SCC at (319) 208-5391

106717	\$1200	To be Announced
Jan 12 - May 15	5 - 9 PM	SCC KE0 511

Community Health Worker

The Community Health Worker (CHW) course prepares students to understand the emerging role of the CHW and equips participants with tools and resources to help navigate health access leading the community to better outcomes. Community Health Workers use their lived and learned experience to serve diverse populations in a variety of settings. Participants will learn how to bridge the gap between client needs and local resources. This 80-hour course provides 64 hours of lecture time and 16 hours of clinical time. This course is free of charge and funded by the Lee County Health Department through grant number 22-117 with Health Resources and Services Administration (HRSA) of the U.S. Department of Health and Human Services (HHS). The textbook is provided.

To register & pay for class call SCC at (319) 208-5391

106709	\$0	C Baum
XX, Jan 12-Mar 6	5 - 9 PM	SCC KE0
106710	\$0	C Baum
TTh, Mar 9-May 8	5 - 9 PM	SCC FMC

INDUSTRIAL TECHNOLOGY

LEAN

LEAN PRACTITIONER CERTIFICATE PROGRAM

REDESIGNED!

You might be closer than you think!

Become a Certified Lean Practitioner and flex your continuous improvement muscle!

CBIZ's extensive coursework gives you the skills and confidence to ask questions, spot problems, and take ownership in the transformation process.

Our three-tiered certification provides professional development for people in all levels of an organization:

1. Lean Practitioner Level 1

2. Lean Practitioner Level 2

3. Lean Practitioner Level 3

The certification program is hands-on and application-based, which allows participants to better absorb what they learn in the coursework. Implementation activities will be required at the completion of Level 2 and Level 3 coursework.

Level 1 Classes include:

> 5S Workspace Organization

Level 2 Classes include:

> Process Mapping

> Value Stream Mapping

> Intro to A3 Problem Solving

Look for ★ to locate Lean Practitioner Level I and ☆ for Level II certificate classes.

Certificate classes may be taken individually outside of the certificate.

Intro to A3 Problem Solving

Learn the power of A3 reporting to address the root causes of problems every day at work. This introductory course prepares you to contribute to the A3 process, dramatically increasing the probability of success. Leading companies, such as Toyota, use this proven and structured problem-solving approach.

Approved course for ★ Lean Practitioner L2 Certificate

104198 \$1069 V Baum
Th, Jan 8-22 8 AM - Noon SCC CBIZ 103

Lean 101

Combined classroom and hands-on simulation of an operating factory in a 1-day, 8-hour course. This is the first step in learning the principles of Lean manufacturing. No previous experience is required. The course is a mix of classroom and live simulation. You begin by manufacturing simulated circuit boards in a traditional forecasted manufacturing setting. The results of the simulation provide the basis for continuous improvement by applying Lean manufacturing principles. Performance improvements are measured and compared for improved results.

Approved course for ★ Lean Practitioner L1 Cert.

106853 \$469 V Baum
W, Mar 4 8 AM - 5 PM SCC CBIZ 103

5S Workspace Organization

5S is one of many important tools used within the Lean method to help create and maintain order. You will learn how to assess an area and apply a systematic approach to create order and efficiency within a workspace. You will explore systems to help maintain improvements over the long term. These principles will be applied in an out-of-class, hands-on project.

Approved course for ★ Lean Practitioner L1 Cert.

106799 \$295 P Totor
W, Apr 15 & 29 8 AM - Noon SCC CBIZ 112

Standardized Work

In this eight hour class you will explore standard work as an element of continuous improvement, identify the steps in creating and maintaining standards, examine the key formulas, tables and worksheets to create standard work and determine the applications of standard work for training, improvements, and decision making.

Approved course for ★ Lean Practitioner L1 Cert.

106801 \$295 P Totor
W, May 13 8 AM - Noon SCC CBIZ 111

NEW Making Manufacturing Better: Continuous Improvement in Action

Continuous improvement is more than a buzzword—it's a mindset. Explore real-world tools and techniques used in today's top-performing manufacturing environments to enhance efficiency, quality, and teamwork. Perfect for anyone looking to make lasting, measurable improvements on the production floor.

107451 \$69 J Pape
W, May 6 5 - 9 PM SCC CBIZ 111

HVAC

H VAC/R Technician (Voucher and Tools included)

This course will train you to service, maintain, and troubleshoot complex heating, ventilation, air conditioning, and refrigeration systems. You will also gain the necessary situational knowledge and technical skills to prepare for an entry-level role in the HVAC/R field.

www.cbiz200.com/secc/

QUALITY

Internal Auditors Workshop

This 2-day workshop focuses on value-added auditing, giving new and experienced auditors an understanding of quality systems and how to effectively audit to identify improvements. In addition to a full review of the IOS 9001 requirements, students will learn the 4 Key Items for effective audits, including an easy 9-step auditing methodology to help them conduct their audits. The program highlights the "Heads-Up" technique, which is a common-sense approach any auditor can use. Numerous exercises supplement the topics with real-life learning examples. This class is applicable to any industry and QMS system, including aerospace, automotive, medical, etc.

107460 \$1695 J Moorehouse
TW, Mar 3 & 4 8 am - 4:30 pm CBIZ 111

MANUFACTURING

Introduction to Auto CAD

What is CAD? Have you always wanted to find out? Now you can get a hands-on introduction to 2D and 3D Computer Aided Design (CAD). No experience necessary.

106739 \$169 J Gaddis
TW, Jun 9 & 10 8 AM - Noon SCC WB 125

G D & T


Learn the names and meanings of geometric dimensioning and tolerance symbols used on engineering drawings and how they are applied.

106738 \$159 J Gaddis
TW, Jun 16 & 17 8 - 10 AM SCC WB 125

PLC CORE SKILLS SERIES

Participants in the PLC Core Skills Series will complete the 3 essential PLC classes. Classes begin Oct 27.

 M - F, Jun 1 - 5 8 AM - 3:30 PM


Look for  to locate approved PLC Core Skills Series Certificate the classes.

TUITION ASSISTANCE MAY BE AVAILABLE

PLC Basics

This course is designed for maintenance personnel and electricians working in plants, facilities, and commercial buildings with minimal to no Programmable Logic Controllers (PLC) experience. The topics covered in this course will include hardware components, establishing communication to the PLC, understanding uploading, downloading, online, offline, run mode, remote mode, program mode and basic PLC programming. This course is designed for students with minimal to no PLC experience.


Approved course for  PLC Core Skills Series

 106740 \$369 C Balmer
M, Jun 1 8 AM - 3:30 PM SCC CBIZ 111

PLC Intermediate

This course is designed for maintenance personnel and electricians working in plants, facilities, or commercial buildings with basic PLC knowledge using the Compact Logix 5000 System. The topics covered in this course will include hardware components, establishing communication to the PLC, uploading, downloading, online, offline, run mode, remote mode, program mode, and basic PLC programming. Also covered is interpretation of ladder diagrams, search functions, addressing, program files, data files, troubleshooting, and working with the following instruction sets: XIO, XIC, OTE, OTL, OTU, TON, RTO, TOF, RES, CTU, and CTD.


Approved course for  PLC Core Skills Series

 106741 \$729 C Balmer
TW, Jun 2 & 3 8 AM - 3:30 PM SCC CBIZ 111

PLC Advanced Applications

PLC Advanced Application explores debugging and problem-solving of PLC programs and hardware. It is important that participants have a solid understanding of PLC programming and field hardware. Participants who have successfully completed PLC Basics and Intermediate will be ready to take their skills and knowledge to the next level.

Approved course for  PLC Core Skills Series

 106742 \$729 C Balmer
ThF, Jun 4 & 5 8 AM - 3:30 PM SCC CBIZ 111



Advance Your Skills in Industrial Maintenance Technology

Southeastern Community College offers self-paced Industrial Maintenance Technology courses designed to build essential skills in mechanical systems, electrical systems, and robotics. Training is delivered through flexible online modules, with the option to add hands-on experience in SCC's state-of-the-art lab on the Keokuk Campus.



Now partnering with the Smart Automation Certification Alliance (SACA), SCC gives students the opportunity to earn nationally recognized Industry 4.0 credentials.

Upskill yourself—or your workforce—with courses including:

- AC/DC Electrical
- Blueprint Reading
- Industrial Electricity
- Motor Drives
- Motor Controls
- Hydraulics
- Pneumatics
- Powertrain and Pump Operations
- Programmable Logic Controllers (PLC)
- Process Control/Instrumentation
- Safety Circuits and Devices

Prepare for the future of manufacturing and automation with SCC and SACA.

CUSTOMIZED TRAINING OPTIONS AVAILABLE.

Call or email Beth Nickel at 319-208-5388 or bnickel@sccowa.edu

Skill Boss: Introduction to Automation and Smart Manufacturing

Skill Boss Manufacturing provides organizations with performance-based assessments to evaluate the skill levels and competencies of prospective machine operators. This system is designed to fit on a standard tabletop and includes an electric motor, variable frequency drive, human-machine interface, pneumatic pick-and-place module, and additional features. Once set up, it can quality test and sort blocks made from plastic and metal. Skill Boss Manufacturing was created to assess the practical skills required in today's modern manufacturing environments, including assembly and machine operation. No other system offers such a wide array of technologies in a portable format.



\$1495

Self-Paced E-learning plus in-person lab activities. Lab time will be scheduled with instructor.

Fundamentals of Electrical Circuits and Systems for Advanced Manufacturing

This course prepares individuals to connect, adjust, operate, troubleshoot, and analyze electrical circuits using essential components such as resistors, capacitors, inductors, DC motors, solenoids, manual switches, relays, fuses, circuit breakers, transformers, and indicators. Key skills include adherence to electrical safety protocols, reading and interpreting circuit diagrams, applying foundational principles like Ohm's Law and Kirchoff's Law, using digital multimeters, understanding series and parallel circuits, and assessing power and circuit protection. This course will prepare participants to achieve their Smart Automation Certification Alliance (SACA) Silver Certification.



\$1495

Self-Paced E-learning plus in-person lab activities. Lab time will be scheduled with instructor.

Pneumatic Basics

Prepares individuals to connect, adjust, operate, and analyze pneumatic circuits using these components: quick connect fittings, tee and cross fittings, air compressors, filters, regulators, lubricators, gauges, rotameters, directional control valves, flow control valves, check valves, cylinders, and motors. This course will prepare participants to achieve their Smart Automation Certification Alliance (SACA) Silver Certification.



\$1495

Self-Paced E-learning plus in-person lab activities. Lab time will be scheduled with instructor.

>> To register for above classes call CBIZ at (319) 208-5375 or email cbiz@sccowa.edu

BRAD JUNKER

Brad Junker is a Journeyman Machinist and has taught Precision Machining at SCC for the




past 10 years. Brad graduated from the Precision Machining/CNC Program from Kirkwood Community College. Brad has over 25 years working in industry working at Industrial Tooling, Lomont Molding, and Murray Iron Works. Brad has a broad machining experience. He has done everything from fix and repair molds to building steam turbines. In his free time you will find Brad spending time with his wife Beth as well as fishing, hunting, and going to sprint car races.

MACHINING

Introduction to Machine Shop

This beginner machine shop course will focus on operation, inspection, safety and developing process plans for optimal metal removal. Introductory milling and lathe operations with layout work and surface grinding will be covered.


TUITION ASSISTANCE MAY BE AVAILABLE

	106784	\$1495	B Junker
	W, Aug 19 - Dec 9	8 AM - Noon	SCC WB 143

Introduction to Machine Theory


Introduction to basic machining processes involving drill press, lathe, mills, drills, saws, bench tools, measuring tools, and grinders. Class will cover safety, tooling, metal removal, and various pieces of equipment.

TUITION ASSISTANCE MAY BE AVAILABLE

	106785	\$1495	B Junker
	T, Aug 18 - Dec 10	8 - 10:30 AM	SCC WB 143
	Th, Aug 20 - Dec 12	8 - 9:30 AM	SCC WB 143

NEW KT-PRO Design, CNC, Machining

Discover how to design, use CNC machines and create a project! Students will get new hands-on experiences every day as you explore the process from computer design in SolidWorks, to cutting, drilling and polishing a final project.

	104164	\$59	B Junker
	S, Feb 7 & 14	9 AM - Noon	SCC WB 143



ON THE COVER:

HOLVOET FORGES A NEW FUTURE WITH PRECISION MACHINING PROGRAM

Three years ago, Connor Holvoet began to rethink his future. He had earned an agribusiness degree from DMACC and came back to work on the family farm. But the long hours and harsh weather slowly revealed a truth he couldn't ignore. He wanted a career that felt creative, something that would let him build a future that was truly his own.

"I have always liked building things," said Holvoet. "When my buddy told me about SCC's machining program, it caught my attention. Then I talked to my great uncle, who spent years as a mold maker, and it finally felt like I had found the right direction."

Holvoet enrolled in SCC's Precision Machining and CNC Technology program on the West Burlington campus, diving straight into machining coursework. With his general education classes already finished, he balanced school with a part-time job.

He appreciated the small class sizes and easy access to a learning lab full of equipment.

"The hands-on work was huge," he continued. "Having one-on-one time with the instructors and access to all the equipment made a big difference."

After his first year in the program, he began working at Steffensmeier Welding and Manufacturing in Pilot Grove. He quickly found his footing. Thanks to his classroom learning and practical training, he could instantly apply his newfound skills.

"SCC taught me the language of the trade," he said. "I might not have done every exact task before, but when I went back for my second year, everything clicked."



CONNOR HOLVOET, Machinist
Steffensmeier Welding & Manufacturing

"Having one-on-one time with the instructors and access to all the equipment made a big difference." -Conner

Today, Holvoet builds precision parts as a machinist, programming CNC machines, running manual lathes, and refining production processes on the shop floor at Steffensmeier.

"I love seeing a drawing on paper and knowing I can make it out of a solid block of metal," he said. "When you are holding something that perfect, with tolerances smaller than a hair, that is a pretty satisfying moment."

For students considering the field, his advice is simple. "If you have an open mind, a willingness to learn and adapt, machining will open a lot of doors for you," Holvoet explained.

Holvoet believes the demand for skilled machinists will only continue to increase, giving him a solid foundation for the years ahead. "There are so many opportunities in this field. I see myself doing this for a long time."

GET STARTED TODAY

For more information on SCC's precision machining program, visit scciowa.edu or call (319) 208-5000.




WELDING

Shielded Metal Arc (stick) Welding Certificate

In this American Welding Society "SENSE"-aligned course, participants will learn the fundamentals of Shielded Metal Arc Welding (SMAW) welding, informally known as "stick" welding. SMAW is one of the first and most popular welding processes. It is used extensively in industrial fabrication and the construction of steel structures. Topics covered include: welding safety, hands-on SMAW welding in all positions using various electrodes, applied math, blueprint reading and welding symbol interpretation. Welding material will generally be limited to carbon steel.

TUITION ASSISTANCE MAY BE AVAILABLE

CREDIT OPTION. CALL 319-208-5155

	Blueprint Reading and Safety Self-paced	
	Instructor available for Q & A via Canvas	
	Must login on first day of class for course set-up.	
WF, Aug 3 - 26	5:30 - 7 PM	J Fuhrman
	106786	B White
M-F, Aug 17 - Oct 2	7:30 - 11:30 AM	SCC 701
	106787	J VanBuskirk
T-F, Aug 17 - Oct 2	5:00 - 9:30 PM	SCC WB 701




WORK DURING THE DAY, TRAIN AT NIGHT

Production Welding Certificate

This course is designed for the participant who desires employment in production welding. Curriculum will be delivered through a combination of classroom lecture and hands-on training in a welding lab. Topics covered include Welding Safety; Applied Math; Blueprint Reading and Welding Symbol Interpretation; and MIG welding. Successful participants will have the necessary skills to obtain entry-level employment in the high demand area of production welding.


TUITION ASSISTANCE MAY BE AVAILABLE

CREDIT OPTION. CALL 319-208-5155

	Blueprint Reading and Safety Self-paced	
	Instructor available for Q & A via Canvas	
	Must login on first day of class for course set-up.	
WF, Sep 14 - Oct 14	5:30 - 7 PM	SCC
	106788	B White
M-F, Oct 5 - Nov 11	7:30 - 11:30 AM	SCC 701
	106789	TBD
T-F, Oct 2 - Nov 5	5:00 - 9:30 PM	SCC WB 701

NEW Welding for Repair: Home Welding Basics

This introductory, hands-on course is designed for individuals interested in learning to weld for home and farm repairs, DIY metal projects, and basic fabrication. Participants will develop foundational skills in welding safety, metal preparation, and common joint techniques using basic welding processes. No prior welding experience is required. Requirements: Students must bring their own welding personal protective equipment (PPE), including helmet, jacket, and gloves. Must be 18 years of age or older to enroll.

	106838	\$225	J VanBuskirk
TTh, May 19 - 26	5 - 8 PM	SCC WB 701	

Start Your Career Strong with IET + CDL Training!

Integrated Education & Training (IET) + CDL Program

GET THE SKILLS. EARN THE LICENSE. DRIVE YOUR FUTURE.

WHAT'S INCLUDED?

Classroom Instruction

Learn essential safety, regulations, and road knowledge through Integrated Education & Training combining academics and workforce preparation.

CDL Training

Hands-on driving instruction and behind-the-wheel training in preparation for your Commercial Driver's License (CDL-A or CDL-B) exam.

Career Readiness

Résumé help, interview coaching, job placement assistance, and life skills training.

WHO IS THIS FOR?

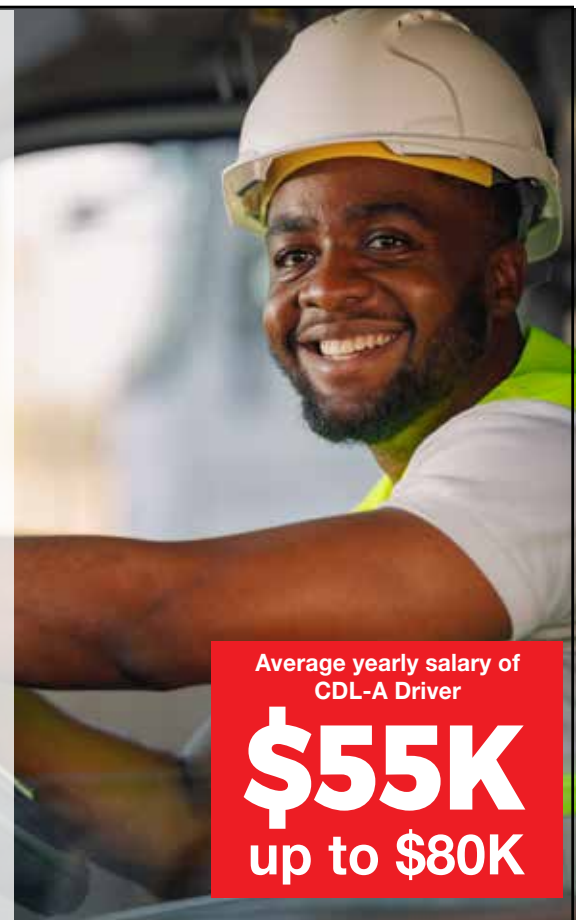
Adult learners working toward a high school equivalency diploma (commonly referred to as GED) and seeking an in-demand, high-wage, ever changing career.

CAREER OPPORTUNITIES AFTER GRADUATION:

- School Bus Driver
- Freight/Trucking
- Construction Transport
- Delivery & Logistics

CDL drivers are in high demand statewide! Call CBIZ to learn more! (319) 208-5375

This workforce product was funded by and awarded by the U.S. Department of Labor - DOL SCC4 Grant for Southeastern Community College, Iowa CDL Program. The product was created by the recipient and does not necessarily reflect the official position of DOL. DOL makes no guarantees, warranties, or assurances of any kind, expressed or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership. This product is copyrighted by the institution that created it.



Average yearly salary of
CDL-A Driver




\$55K
up to \$80K

ENVIRONMENTAL & INDUSTRIAL SAFETY

ALCOHOL & OTHER DRUG SAFETY




Alcohol and Other Drug Awareness for Managers and Supervisors

This course fulfills Iowa's drug testing law requirements (Iowa Code Section 730.5, paragraph 9.h., and Administrative Code Section 640) for the initial two-hour training. Participants will learn to recognize, document, and corroborate signs of employee alcohol and/or drug abuse, and how to refer employees to appropriate assistance resources. This training also meets the requirements for supervisor training under Iowa law.

	103799	\$49	M Reed
Th, Jan 22	2:30 - 4:30 PM	SCC CBIZ 112	
	106744	\$49	M Reed
Th, Mar 12	2:30 - 4:30 PM	SCC CBIZ 112	
	106746	\$49	M Reed
Th, May 14	2:30 - 4:30 PM	SCC CBIZ 112	

Alcohol and Other Drug Awareness Refresher


This training meets the one-hour annual refresher training requirement and includes information concerning the recognition of evidence of employee alcohol and other drug abuse, the documentation and corroboration of alcohol and other drug abuse, and the referral of employees who abuse alcohol and other drugs to an employee assistance program.

	103797	\$39	M Reed
Th, Jan 22	1 - 2 PM	SCC CBIZ 112	
	106745	\$39	M Reed
Th, Mar 12	1 - 2 PM	SCC CBIZ 112	
	106855	\$39	M Reed
Th, May 14	1 - 2 PM	SCC CBIZ 112	

CPR, FIRST AID/AED

CPR, AED & First Aid


The AHA Heartsaver CPR, AED, and First Aid class is designed for non-healthcare professionals and provides essential skills to respond to medical emergencies. Hands-on practice with mannequins and AED trainers. Classroom-based learning with video and instructor-led demonstrations. The course is ideal for anyone who wants to be prepared to help in emergencies, including teachers, coaches, parents, or employees in various workplace settings. Participants who successfully complete the course receive an AHA Heartsaver CPR, AED, and First Aid certification, valid for two years. (This class is NOT for Daycare Providers or Preschool Teachers.)

	106848	\$125	T West
F, Mar 27	8 AM - Noon	SCC CBIZ 111	

OSHA


NFPA 70E Arc Flash

This course is an OSHA requirement and involves educating employees about the dangers of arc flash from electrical devices. Employees are required to understand the potential danger from arc flash, how arc flash is categorized, and what can be done to limit exposure.

	106791	\$199	C Boeding
F, Apr 17	8 AM - 2:30 PM	SCC CBIZ 111	


Forklift Operator Training

This course is designed to meet the training requirements of OSHA standard 29 CFR 1910.178. Training topics include: mechanics, inspection, and maintenance of forklifts; ANSI driving procedures; lift operation; and special operating rules. This course includes a driving module that allows participants to operate a forklift. Must be 18 years of age or older to participate.

	106792	\$99	A Gaddis
W, Apr 15	8 AM - Noon S	CC WB 607	



Forklift (PIT) Train the Trainer

Instructional delivery of lecture and hands-on training to provide a training program expanding on the trainee's prior knowledge, the types of vehicles used in the workplace, and the hazards of the workplace. Course will utilize group discussion and hands on practice. Each operator will be able to conduct driving skill audits, obtain the knowledge and skills needed to do their job correctly and safely. Trainers must hold a Basic Forklift (PIT) Operator certificate as a prerequisite for this training.

	106793	\$299	A Gaddis
Th, May 21	8 AM - 4:30 PM	SCC WB 607	

Pulling and Backing – Boat, RV, Trailer's & more

Are you pulling a boat RV or trailer and can't seem to back straight? This course is for you. In this 8 hour course you will get hands on experience with a professional instructor to learn the proper methods for pulling trailers-a boat, RV or utility trailer.

	106892	\$99	B Claus
S Mar 28	8 AM - 2:30 PM	SCC 607	
	106893	\$99	B Claus
S Aug 22	8 AM - 2:30 PM	SCC 607	



SCHOOL BUS TRAINING

Need qualified school bus drivers?

SCC offers flexible, affordable training programs designed to meet transportation regulations and keep students safe.

Train new drivers or recertify current ones with help from instructors who know the road—and what it takes to earn trust behind the wheel.

TRANSPORTATION

COMMERCIAL DRIVING

The trucking industry is one of the fastest-growing employment sectors. Southeastern Community College's Center for Business offers convenient, streamlined CDL training programs to get you on the road quickly. Our programs include classroom and hands-on instruction, tailored options for full or refresher training, and meet all federal regulations. SCC has a solid reputation, training drivers nationwide. Full tuition assistance may be available for those who qualify. Training includes theory and Behind-the-Wheel experience. Class dates depend on enrollment and instructor availability; schedules may change due to weather, class size, or DOT testing.

Class A CDL Training

Our five-week Behind-the-Wheel (BTW) program gives you the hands-on training and safe driving skills needed to earn your Class A CDL—and launch a high-paying career with great benefits.

TUITION ASSISTANCE MAY BE AVAILABLE

To register, you'll need a CDL permit (CLP), Drug Screening and DOT Physical, and funding. Your CLP from the DOT must include three tests: General Knowledge, Combination, and Air Brakes.

The program fee of \$4,595 covers tuition, books, DOT physical and drug screen..

Scan this code for more information and program requirements.



Hazmat (H) Endorsement

This short class will prepare you to take your Hazmat test at the DOT to obtain your Hazmat Endorsement. Students will receive the required classroom instruction in accordance with federal regulations.

Call 319-208-5375 for further information.

Passenger (P) - Required to transport 16 or more passengers in buses or vans. Includes theory and driving instruction.

School Bus (S) - Required to drive a school bus and must be paired with the Passenger Endorsement.

ADDITIONAL CDL TRAINING OPTIONS

Class B CDL Training - Hands-on training to operate vehicles like buses, dump trucks, and delivery trucks.

Class B to Class A Upgrade - Advance your career by upgrading to a Class A CDL.

CDL Refresher Course - For drivers with an expired CDL (Class A or B) who want to return to trucking.

CONTRACT CDL TRAINING FOR EMPLOYERS



Build a safer, more capable workforce with CDL training tailored to your company's needs. Whether you're upskilling your current team or onboarding new hires, SCC delivers flexible, cost-effective solutions that get results.

WHY PARTNER WITH SCC?

CUSTOM TRAINING PLANS
FLEXIBLE SCHEDULING
BUDGET-FRIENDLY OPTIONS

Empower your team with skills that stick—backed by expert instructors and real-world training designed around your operation.

Motorcycle Safety BRC

Successful completion of this course waives the DOT motorcycle driving test (written test still required) and fulfills Iowa's mandatory safety requirement for riders under 18. Open to new or experienced riders, the class covers essential riding techniques and safety habits in classroom and hands-on settings. Motorcycles are provided, and participants must bring a helmet, gloves, eye protection, long sleeves, long pants, and boots or shoes that cover the ankles.

A 5-hour MSF eCourse (\$25 non-refundable) must be completed prior to class, and proof is required at check-in.

All classes held on Saturdays & Sundays:
8 AM - 4:30 PM. Class fee: \$224 Location: SCC WB 607

106770	April 11 & 12	M Prickett
106771	May 2 & 3	M Prickett
106772	May 16 & 17	M Prickett
106773	Jun 6 & 7	M Prickett
106840	Jul 11 & 12	M Prickett
106841	Jul 18 & 19	M Prickett
106842	Aug 8 & 9	M Prickett
106843	Aug 15 & 16	M Prickett
106844	Sep 12 & 13	M Prickett
107429	Sep 19 & 20	M Prickett

NEW Intro to Commercial Driving



This 6-hour exploratory course is designed for students ages 14-18 who are curious about careers in commercial driving. Through engaging instruction and hands-on activities, participants will learn the basics of the Commercial Driver's License (CDL) process, vehicle safety, and career pathways in the transportation industry. Students will also have the opportunity to experience a CDL driving simulator, offering a realistic and interactive look into the skills required for operating large vehicles. This course is ideal for those considering future training or employment in trucking, logistics, or related fields.

106845 \$59 W Claus
S, Apr 11 & 18 9 AM - Noon SCC WB 607

Moped Safety

A certified moped course must be completed by anyone 14 or 15 years of age wishing to obtain a moped license in Iowa. Certificates will be issued to those who successfully complete the course. Students should bring a sack lunch.

106778 \$69 K Prickett
S, Apr 18 8 AM - 2:30 PM SCC WB 607
106779 \$69 K Prickett
S, May 2 8 AM - 2:30 PM SCC WB 607

Cruising Through Time: How the Automobile Changed Burlington

See page 18 for details.


104202 \$25 M Tabbert
W, Oct 15 6 - 8 PM SCC CBIZ 111

LIFE & LEISURE

CREATIVE WRITING

Introduction to Flash Fiction


Small word count. Big impact. Flash fiction-stories told in under 1,000 words-is one of the most exciting and accessible forms of modern storytelling. You'll explore what makes flash fiction work by reading pieces from contemporary masters, uncovering the elements of flash fiction, and generating your own stories through creative prompts. Whether you're new to writing or looking to sharpen your skills, this class offers practical tips, storytelling techniques, and a supportive environment to help you craft concise, powerful stories. Walk away with new ideas, inspiration, and the confidence to write flash fiction of your own.

 106810 \$25 A Brown
S, Apr 25 1 - 3 PM SCC CBIZ 112

PHOTOGRAPHY

Frame & Focus: Street Life and Sports Action

Explore essential techniques for real-world photography in this 4-week evening course. You'll learn camera gear setup and creative shooting strategies, practice street photography in urban settings, capture action at a live sports event, and finish with a guided critique session. Aimed for participants who want to elevate their shooting, timing, and post-shoot analysis. Recommended for those with a digital camera and interchangeable lenses.

 106777 \$95 J Gaines
W, Jun 3 - 24 6 - 8 PM SCC CBIZ 103



Photographing Nature with Your Digital Camera

Discover how your nature photos can become works of art rather than just snapshots. This course will help you explore composition and lighting as you master your digital camera's controls and features.

 www.cbiz2go.com/secc/  \$795

Photoshop CC for the Digital Photographer

Master the use of Adobe Photoshop Creative Cloud to edit and enhance your digital images. This course includes simple, step-by-step instructions to guide you through the many tools that make this software so popular.


 www.cbiz2go.com/secc/  \$795

COOKIE DECORATING

ATTN: All classes will be held at the SCC Private Dining Room from 6:30 - 8 PM. Instructed by J. Lehman.

For the Love of Cookies


Fall in love with decorating cookies in this 90-minute Valentine's-themed class. Participants will learn the basics of decorating with royal icing, practice techniques and create six simple, Valentine's-themed cookies! All supplies and materials will be provided. Participants must be 8 years or older, unless accompanied by an adult. Take this class and learn to make beautiful sweets for your sweetie this Valentine's Day!

 106830 \$45 M, Feb 9



Luck O' the Icing Cookie Decorating


Get your green on and join us for this 90-minute St. Patrick's Day-themed class. Participants will learn the basics of decorating with royal icing, practice techniques and create six simple, St. Patrick's Day-themed cookies! All supplies and materials will be provided. Participants must be 8 years or older, unless accompanied by an adult. Take this class and you will discover that it takes more than just the luck o' the Irish to decorate sugar cookies!

 106829 \$45 M, Mar 9



Spring Into Cookie Decorating

Spring has sprung and it's time for a 90-minute Spring-themed class. Participants will learn the basics of decorating with royal icing, practice techniques and create six simple, Spring-themed cookies! All supplies and materials will be provided. Participants must be 8 years or older, unless accompanied by an adult. Take this class and spring forward with your cookies decorating skills!

 106831 \$45 M, Apr 13


PICKLEBALL




Basic Pickleball

Discover why everyone's talking about pickleball! This class is perfect for beginners who want to learn the game in a relaxed, social setting. You'll cover the rules, scoring, and basic strokes through easy-to-follow drills and fun rally play.

Class located in the SCC Rec Center.


 106803 \$45 S Nowell
W, Mar 4 - Apr 15 5:45 - 6:45 PM SCC WB
Class does not meet 3/18


 106804 \$45 S Nowell
W, Apr 29 - Jun 10 5:45 - 6:45 PM SCC WB
Class does not meet 5/13


Intermediate Pickleball

You've got the basics-now it's time to elevate your game! Sharpen your skills with strategy tips, court positioning, and shot consistency. Enjoy friendly competition, improve your technique, and build confidence with every match.

Class located in the SCC Rec Center.

 106805 \$45 S Nowell
W, Mar 4 - Apr 15 7 - 8 PM SCC WB
Class does not meet 3/18


 106806 \$45 S Nowell
W, Apr 29 - Jun 10 7 - 8 PM SCC WB
Class does not meet 5/13

 106824 \$45 S Nowell
W, Jul 1 - Aug 5 5:45 - 6:45 PM SCC WB

Advanced Pickleball

Take your play to the next level! This fast-paced six-week class is designed for experienced players ready to focus on precision, advanced shot-making, and smart strategy. Challenge yourself with high-energy drills and competitive play that keeps you quick on your feet and ready for your next big match.

Class located in the SCC Rec Center.

 106807 \$45 S Nowell
W, Jul 1 - Aug 5 7 - 8 PM SCC WB

HEALTH & FITNESS

Scan the QR code below before signing up for our fitness classes.

Please bring a yoga mat if you have one.

Drop-in's welcome - Cash only.


Drop-in rate - any 1 session is \$8/class unless otherwise specified.

Must arrive with time to check-in and prepare for class.


Pound Fitness Class


ANY AGE, ANY STAGE. Pound is easily adjustable, making it accessible for everyone, no matter their age, fitness level, or experience. At Pound, we believe in rhythm over reps, making it feel like a jam session while delivering a full-body workout. This hour of heart-pumping jam session blends cardio, strength moves and tons of energy, all set to your favorite music.


EVENINGS:

 106814 \$40 C Simmons
Th, Jan 29 - Mar 12 4:45 - 5:45 PM SCC WB 333
Class does not meet on 2/12

MORNINGS:


 106825 \$40 C Simmons
T, Mar 31 - May 5 6:30-7:30 AM SCC WB 333


 106861 \$40 C Simmons
T, May 19 - Jun 23 6:30-7:30 AM SCC WB 333

 106826 \$40 C Simmons
T, Jun 30 - Aug 4 6:30-7:30 AM SCC WB 333

Evening Yoga: Relax and Restore

Unwind and find balance in this 1-hour evening yoga class, perfect for all levels. Held weekly over 6 weeks, this class is open to everyone. Whether you're new to yoga or looking to deepen your practice, join us to relax, stretch, and rejuvenate in a supportive environment. A great way to de-stress after a long day! Participants should be able to comfortably get up and down from the floor with ease.

 106812 \$45 T McAlister
M, Feb 2 - Mar 9 5:15 - 6:15 PM SCC WB 333


 106813 \$45 T McAlister
M, Jun 1 - Jul 6 5:15 - 6:15 PM SCC WB 333

Scan the QR code & complete the waiver form before signing up for our fitness classes.




Mindful Moments: Guided Meditation


Take a break from the chaos and learn simple meditation techniques to reduce stress and improve focus. In this relaxing, beginner-friendly class, you'll practice breathwork, mindfulness, and gentle guided meditations that can easily be incorporated into your daily routine. No experience required-just bring yourself and an open mind. Easily adjustable, making it accessible for everyone no matter their age or experience. Participants are encouraged to bring yoga mat or beach towel and pillow.


 106827 \$45 K Eastin
Thursdays: Feb 5, Mar 5, Apr 2, May 7, June 4
12:15 - 12:45 PM SCC WB Art Gallery (rm 212)
Drop in's welcome / \$10 a person per session (CASH)


Pound 30-MINUTE Rockout

POUND-30 MINUTE ROCKOUT WORKOUT is an exhilarating full-body drumming workout that combines cardio, conditioning, and strength training with yoga and Pilates-inspired movement. Using Ripstix, lightly weighted drumsticks engineered specifically for exercising, Pound transforms drumming into an incredibly effective way of working out body, mind and stress. Perfect for a quick sweat session during lunch or on the go! Bring your yoga mat. **Drop in's welcome / \$5 a person per session (CASH)**

 106815 \$25 C Simmons
M, Feb 16 - Mar 30 12:15-12:45 PM SCC WB 333
Class does not meet 3/16


 106828 \$25 C Simmons
M, Apr 6 - May 11 12:15-12:45 PM SCC WB 333

 106816 \$25 C Simmons
M, Jun 1 - Jul 6 12:15-12:45 PM SCC WB 333

 106860 \$25 C Simmons
M, Jul 13 - Aug 17 12:15-12:45 PM SCC WB 333

Lunchtime Zumba: Dance Your Way to a Better Day

Take a break from your desk and boost your energy with this fun, music-filled Zumba class! Designed for all fitness levels, this 45-minute lunchtime session combines easy-to-follow dance moves with upbeat Latin and world rhythms to get you moving, sweating, and smiling. No experience needed-just wear comfortable clothes and come ready to move. It's the perfect midday pick-me-up!

 106769 \$40 S Sink
Th, Apr 2 - May 7 12:05 - 12:50 PM SCC WB 333


KALI EASTIN

Kali (she/her) is the owner of Ka-lie Movement Lounge in downtown Burlington, Iowa. A trauma-informed yoga instructor and iMove facilitator, she has studied anxiety, eating disorders, body image, and compulsive exercise. Through her (Re)Connect program, she provides tools for individuals experiencing anxiety. Kali is dedicated to creating a mirror-free, diet-talk-free environment that encourages joyful movement and body acceptance, helping participants heal their relationship with movement in a safe and compassionate space.



Elemental Herbalism

Discover elemental herbalism based on a holistic approach dedicated to the principles of nature with air, earth, ether, fire, metal, water and wood. Learn about the elements to develop a relationship with nature to transform your life. Examine how each element relates to nature and people on the physical and emotional levels. Find out what your elemental archetype is. Explore and create a plan of connecting to the elements with the options of art, botanical practices, energy frequencies, or research. Your nature connection guide includes resources and steps to get you where you need to be.


 106781 \$19 A Power
S May 16 1:30 - 3:30 PM SCC CBIZ 111



LEISURE


Drone Flight Basics

This hands-on course is for beginners and hobbyists, age 13 and up, learning to safely operate drones. Taught by a certified FAA Part 107 Remote Pilot, it covers drone fundamentals, types, basic safety, airspace awareness, and key FAA rules. Students get flight time in a controlled environment. Not a Part 107 test prep course, but provides foundational knowledge for responsible personal or commercial use. **Requirements: Bring a GPS-enabled drone (under 5 lbs) with controller, charged batteries, and flight apps installed and updated. FAA registration recommended.**

 106839 \$149 J Galvan
S, May 2 & 9 1 - 3 PM SCC WB


3D Printing Made Simple-1 Day

Beginner's Guide Curious about 3D printing? In this one-day intro class, learn how 3D printers work, explore what you can create, and get tips for choosing and using your own printer. Perfect for beginners-quick, easy, and hands-on!

 106776 \$39 K Herr
Th, Apr 16 5 - 6:30 PM SCC CBIZ 112


NEW Welding for Repair: Home Welding Basic

This introductory, hands-on course is designed for individuals interested in learning to weld for home and farm repairs, DIY metal projects, and basic fabrication. Participants will develop foundational skills in welding safety, metal preparation, and common joint techniques using basic welding processes. No prior welding experience is required. **Requirements:** Students must bring their own welding personal protective equipment (PPE), including helmet, jacket, and gloves. Must be 18 years of age or older to enroll.

 106838 \$225 J VanBuskirk
TTh, May 19 - 26 5 - 8 PM SCC WB 701

Cruising Through Time: How the Automobile Changed Burlington

Explore Burlington's 20th-century transformation driven by the automobile. This engaging session shows how highways, cars, and drive-ins reshaped neighborhoods, the economy, and daily life. From trolley lines and walkable streets to Route 34, Central Avenue's car culture, and the post-war boom along Roosevelt Road and Fairway Center, discover the city's major changes. Vintage photos, maps, and charts highlight the rise and fall of local businesses, offering a nostalgic look at Burlington's shift to a car-driven community.

 107447 \$25 M Tabbert
M, Mar 30 6 - 8 PM SCC CBIZ 111




MATTHEW HANSEN

Matthew Hansen, husband of 26 years and father of four, is an author, public speaker, and teacher with an MDiv from Portland Seminary. For over fifteen years, he served as a social entrepreneur and thought leader, founding and partnering with nonprofits at the intersection of faith and humanitarian work. After experiencing burnout, he and his family relocated to west-central Illinois, where they founded a brewery. Now back in Austin, Matthew partners with family to operate The Busted Cup Brewhouse in Burlington, IA - a space for quality, community, and belonging.


NEW Macrame 1: Basics & Beyond

Learn the art of macramé as you master basic knots, explore different cord types, and read simple patterns. Create beautiful projects like keychains, plant hangers, or wall hangings while building the confidence to design your own pieces at home. Perfect for beginners or anyone wanting to add a handmade touch to their décor.

 106835 \$55 + \$8 supply fee M Smeltzer
M, Jun 1 - 15 5:30 - 8 PM SCC FMC 106

NEW Macramé 2: Patterns & Texture

Take your macramé skills to the next level by expanding your knot library and combining techniques for texture and style. Create layered wall décor, multi-tier hangers, and other functional pieces while learning about pattern structure, knot tension, and balanced design. Ideal for those ready to move beyond the basics and develop their own creative macramé projects. **Completion of Macramé 1: or prior experience with basic macramé knots (square knot, lark's head, and half hitch).** Students should feel comfortable reading simple knot patterns and maintaining even cord tension.

 106836 \$65 + \$12 supply fee M Smeltzer
M, Jun 22 - Jul 6 5:30 - 8 PM SCC FMC 106

BEER


More than a Beverage


NEW Beer: More Than a Beverage

Discover the Craft of Beer Join us for a two-night journey into the world of craft brewing and tasting! Night one introduces the history and culture of beer, the ingredients that shape its flavor, and a behind-the-scenes brewery tour. You'll also enjoy a guided tasting of classic styles. Night two dives deeper into beer styles beyond the IPA, tasting techniques, and how to read menus and labels like a pro. Wrap up with a guided food-and-beer pairing featuring Busted Cup Brewhouse's German-inspired creations. Perfect for beer lovers who want to expand their palate and appreciation of the craft. Must be 21 to register.

Choose the date that works best for you!

6 - 8 PM at The Busted Cup Brewhouse:

 106774 TW, Feb 24 - 25 \$39 M Hansen

 106775 TW, Apr 28 - 29 \$39 M Hansen

FINANCE

NEW Personal Finance

Learn how to make your money work for you! This course explores smart spending habits, budgeting techniques, and ways to manage or reduce debt. Ideal for anyone ready to take charge of their finances and build a stronger financial future.

107452 \$39 C Kingrey
W, Jun 17 5:30 - 7:30 PM Zoom

YOUTH

Advanced Robotics Lab: Master the Machines that Shape the Future

Take your robotics skills to the next level with hands-on training on real industrial robot arms. In this high-energy advanced camp, high school students will program and operate systems like the Niro Ned2 and FANUC LR Mate while exploring automation, motion control, and real-world engineering problem-solving. Through team-based challenges and guided instruction, participants develop the technical confidence and industry-ready skills used in modern manufacturing and robotics careers. Sponsored by the Industrial Controls, Automation, and Robotics Technology program through National Science Foundation grant funds.

107448 \$189 C Balmer
M-Th, Jun 8 - 11 9 AM - Noon SCC KE0 IT114

Moped Safety

A certified moped course must be completed by anyone 14 or 15 years of age wishing to obtain a moped license in Iowa. Certificates will be issued to those who successfully complete the course. Students should bring a sack lunch.

106778 \$69 K Prickett
S, Apr 18 8 AM - 2:30 PM SCC WB 607

106779 \$69 K Prickett
S, May 2 8 AM - 2:30 PM SCC WB 607

Super Sitter

This class is designed to give boys and girls aged 11 years and older, the knowledge and experience to become super babysitters. Safety, first aid, positive guidance and play activities will be emphasized. Students should bring a sack lunch.

106749 \$69 J Ita
TW, Apr 14-15 5 - 8 PM SCC CBIZ 103

106750 \$69 J Ita
Th, Jun 4 8:30 AM - 3 PM SCC KE0 302

E-SPORTS



NEW E-sports Unlocked: a New Way to Play the Game

E-sports unlocked: A new way to play the game. Explore the competitive side of the gaming industry and all of its new opportunities. Learn how to structure teams and lead them to success. **Must be age 17 or older.**

106811 \$149 T Maxwell TTh, May 19 - Jun 11, 5:30 - 8:30 PM
Class is in Blackhawk Tower Gladiator Lounge SCC WB



Explore your interests, build skills, and have fun along the way. Advanced learning camps for teens grades 8 thru 11.

KIDTEK PRO

NEW Design, CNC, Machining

Discover how to design, use CNC machines and create a project! Students will get new hands-on experiences every day as you explore the process from computer design in SolidWorks, to cutting, drilling and polishing a final project

104164 \$59 B Junker
S, Feb 7 & 14 9 AM - Noon SCC WB 143

Autotech Clinic

Do you have a love for cars or just want to learn the basics? Join us and get your hands dirty learning how to change tires, do oil changes, and general mechanical tasks. You will learn from industry professionals and explore different career opportunities. No experience is necessary; you will learn the basics on up. Come with experience or broaden your skills. This course is for grades 8 - 11.

106752 \$59 A Totsch
S, Apr 11 & 18 9 AM - Noon SCC WB 509

NEW Intro to Commercial Driving

This 6-hour exploratory course is designed for students ages 14-18 who are curious about careers in commercial driving. Through engaging instruction and hands-on activities, participants will learn the basics of the Commercial Driver's License (CDL) process, vehicle safety, and career pathways in the transportation industry. Students will also have the opportunity to experience a CDL driving simulator, offering a realistic and interactive look into the skills required for operating large vehicles. This course is ideal for those considering future training or employment in trucking, logistics, or related fields.


106845 \$59 W Claus
S, Apr 11 & 18 9 AM - Noon SCC WB 607

AUTOBODY SERIES

These courses offer an opportunity to gain skills in autobody repair and restoration. You'll work on projects in a lab-type environment. Participants will need to supply their own projects and materials for the class. Enrollment is limited so all participants benefit from personal attention by our expert instructor with ample time on equipment. With this one-on-one approach, no matter what level of skill you have, you will increase your restoration expertise.


Autobody Restoration I

You'll learn proper methods of dent & rust repair and painting techniques.

 106797 \$225 T Weaver
M, Jun 8 - Aug 3 5 - 9 PM SCC WB 424

Autobody Restoration II

You'll gain advanced skills in panel replacement panel fabrication, and painting techniques.

 106798 \$225 T Weaver
T, Jun 9 - Aug 4 5 - 9 PM SCC WB 424



ADULT EDUCATION AND LITERACY

SCC offers free classes for adults who want to learn to read, improve English skills, or earn a high school equivalency diploma in order to get a better job or start college

CLASS LOCATIONS:

West Burlington • Keokuk
Mount Pleasant • Fort Madison



LEARN MORE:

(319) 208-5310

www.scciowa.edu/programs/acl.aspx

HIGH SCHOOL EQUIVALENCY DIPLOMA

Our instructors will work with you until you complete the required tests. Subjects covered: Reading, Writing, Math, Science, and Social Studies. Testing is available by instructor referral only.

ADULT EDUCATION

Get help with reading, writing, math, and critical thinking skills to get into college or a job training program.

ENGLISH AS A SECOND LANGUAGE (ESL)

Get help with reading, writing, and speaking English.

LITERACY

Free, confidential, one-on-one tutoring is available for adults who want to learn how to read or improve their reading skills.



Scan this QR code
to learn more!



IMPORTANT INFORMATION

Registration must be received no later than 3 business days prior to the start date of the class. You are not officially registered until payment is received. Classes with insufficient enrollment are subject to cancellation.

Refund Policy

If your plans change, you must cancel your registration at least 3 business days prior to the start of the program in order to receive a refund. Business days are Monday through Friday, with the exception of SCC school breaks and holidays. Please note that if you don't cancel and don't attend, you are still responsible for payment. If you cannot attend a course, it may be possible to send a substitute in your place. Please call in advance to make those arrangements.

Inclement Weather

If classes must be postponed or cancelled due to inclement weather, announcements will be broadcast on local radio stations and posted on the SCC website.

Payment Methods

When you call to register, you can pay with credit or debit card. To pay with cash or check you must pay in person at SCC's West Burlington or Keokuk locations.

It is the policy of Southeastern Community College not to discriminate in its programs, activities, or employment on the basis of race, color, national origin, sex, disability, age, sexual orientation, creed, religion, and actual or potential family, parental or marital status. If you have questions or complaints related to compliance with this policy, please contact Laurie Hempen, Director of Human Resources (employment concerns) at (319) 208-5063 or Dave Haden, Dean of Students (student concerns) at 319-208-5101, 1500 West Agency Road, West Burlington, Iowa 52655, equity@scciowa.edu or the Director of the Office for Civil Rights, U.S. Department of Education, Cesar E. Chavez Memorial Building, 1244 Speer Boulevard, Suite 310, Denver, CO 80204-3582, Telephone: (303) 844-5695 FAX: (303) 844-4303, TDD 800-877-8339 Email: OCR.Denver@ed.gov.

REGISTRATION OPTIONS

ONLINE at www.cbiziowa.com

- Click the register button
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