

Continuing Education

Spring 2024

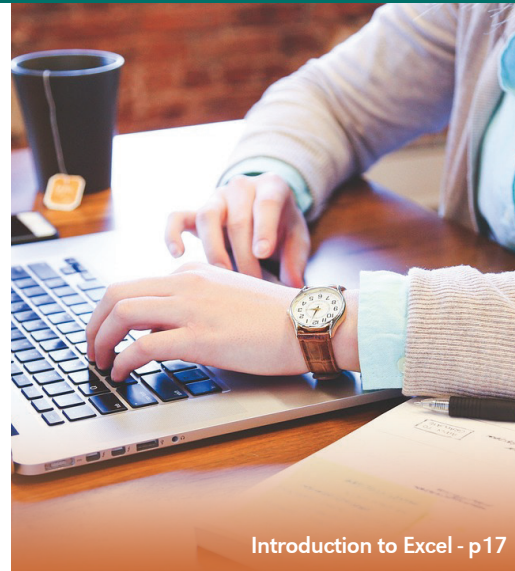
COVERING DATES MAR 4th - JUN 30th, 2024



From Sap to Syrup:
How Maple Syrup is Made - p9



Healthcare Design: Then & Now - p9



Introduction to Excel - p17



Railroads of Garrett County: A History - p11

GARRETT  COLLEGE

CONTINUING EDUCATION & WORKFORCE DEVELOPMENT

COMMUNITY EDUCATION | BUSINESS SOLUTIONS | WORKFORCE DEVELOPMENT



CONTINUING EDUCATION & WORKFORCE DEVELOPMENT

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McHenry, MD 21541

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WEB www.garrettcollege.edu/cewd

OUTREACH CENTERS

Northern Outreach Center (NOC)
12601 National Pike
Grantsville, MD 21536
301-387-3750

Southern Outreach Center (SOC)
14 North 8th Street
Oakland, MD 21550
301-387-3770

Career Technology Training Center (CTTC)
116 Industrial Park Drive
Accident, MD 21520
301-387-3087



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OUR MISSION | THE CONTINUING EDUCATION AND WORKFORCE DEVELOPMENT DIVISION WILL ENHANCE THE MISSION OF GARRETT COLLEGE BY PROVIDING LIFELONG LEARNING THROUGH COMMUNITY EDUCATION/PERSONAL INTEREST COURSES, BASIC SKILLS DEVELOPMENT AND CAREER TRAINING, AND PROFESSIONAL DEVELOPMENT/CUSTOMIZED TRAINING SOLUTIONS. WE ARE COMMITTED TO HELPING BUILD A BETTER COMMUNITY THROUGH COLLABORATIVE EFFORTS AND PARTNERSHIPS.



Check out the new Performing Arts Center (PAC) at Garrett College!

Represented by a five partner coalition in the Garrett County Community, the PAC mission is to present diverse arts and arts education performances that enrich the lives of students of all abilities, ages and cultures as well as bringing continuing education and cultural experiences to Garrett County and surrounding areas. To learn more, visit the website at www.performingartsgc.com.



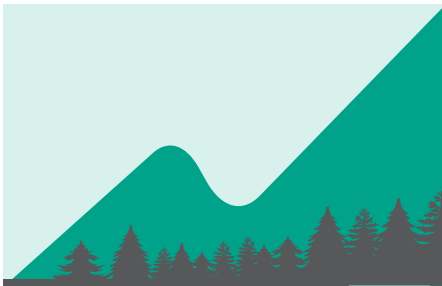
LOCATION KEY

McH - McHenry Main Campus
CARC - Community Aquatic & Recreation Complex (McHenry)
NOC - Northern Outreach Center (Grantsville)
SOC - Southern Outreach Center (Oakland)
CTTC - Career Technology Training Center (Accident)
GSC - Grantsville Senior Center
NHS - Northern High School (Accident)
SHS - Southern High School (Oakland)
MTDI - Mountaintop Truck Driving Institute (Grantsville)
GIEC - Garrett Information Enterprise Center (McHenry)

HOW TO READ A COURSE LISTING

Start/End Date | Time | Day(s) of the Week | # of sessions | Location
Maryland Senior 60+ | G.C. Resident | Out-of-County | Out-of-State
Registration Closed | Instructor(s)

To be added to our mailing list for this schedule or to update/modify our current listing, please email cewd@garrettcollege.edu or call 301-387-3069.



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ARTS & CRAFTS

Advanced Landscape Painting PI-505

This course is designed to improve landscape painting techniques and colors used in producing landscapes in oil. The course is highly individualized with students developing paintings using photos from research or their personal collection. Supply List: 16 x 20 or larger canvas, oil paints and palette, brushes of various sizes, painting medium (such as odorless turpentine), soft paper towels, large garbage bag (table protector), table easel (optional). Note: Kit of supplies may be rented from instructor for \$10.00 for the 5 week class (does not include canvas). Prerequisite: Must have prior painting experience. Students in Edna's Fall 2023 class are eligible for this class.

Apr 15 - May 13 | 9 AM - 12:15 PM | Mon | 5 sessions | GSC
\$59 for all residencies
Registration closed: Apr 8 | Instructor: Edna Bender

Advanced Portrait Painting PI-147

This course is designed to improve painting techniques and use of colors when creating portraits in oil. The course is highly individualized and paintings are developed using photos of friends or relatives. Supply list includes 16" x 20" or larger canvas, oil paints and palette, brushes of various sizes, painting medium such as odorless turpentine, soft paper towels, large garbage bag, and table protector. Optional: table easel. Note: Kit of supplies may be rented from instructor for \$10.00 for the 5 week class (Does not include canvas). Prerequisite: Must have prior painting experience. Students who took Edna's Beginner Advanced Portrait Painting class are eligible for this course.

May 20 - Jun 24 | 9 AM - 12:15 PM | Mon | 5 sessions | GSC
\$59 for all residencies
Registration closed: May 13 | Instructor: Edna Bender



NEW!

POTTERY

Instructor: Lorie Skidmore of Deep Creek Pottery

Create a Coil Vase PI-950

Make a beautiful coil vase just in time for your spring flowers. Students will use the coil method to create a one-of-a-kind pottery vase. You choose your glaze color and we will do the rest! Ready in 2 weeks. This course will take place at Deep Creek Pottery located at the Fort in McHenry.

May 3 | 6 PM - 8 PM | Fri | 1 session | Deep Creek Pottery
(Now located at the Fort in McHenry)
\$39 for all residencies
Registration closed: Apr 26



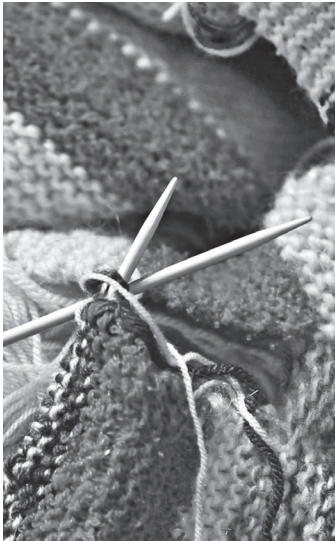
NEW! DRY NEEDLE FELT

DIY: Dry Needle Felt a Friendly Polar Bear PI-972

Exercise your creativity, learn a new skill and experience the benefits of doing a craft! Dry needle felting gets your frustrations out! During a creative endeavor like needle felting, not only is your mind focused on your project, but the motion of your hands works to settle the nervous system. You are actively soothing your emotions and letting the rest of the world fade to the background. Come create a friendly polar bear and experience all the benefits that needle felting has to offer. This course is taught by Pamela South, a local resident who enjoys crafting in many different mediums! She has been dry felting for many years and is excited to introduce the skill to others!



Apr 16 | 6 PM - 9 PM | Tue | 1 session | McH
\$39 for all residencies
Registration closed: Apr 9 | Instructor: Pamela South



KNITTING CLASSES

Knitting Classes & Workshop Coming Spring 2024!

If you would like to learn more about these knitting classes or workshops, please email Matia Vanderbilt at matia.vanderbilt@garrettcollege.edu to be added to the interest list.

You will be notified when the courses and workshops are scheduled.

Barb has been knitting since childhood and has studied with a variety of instructors including several well-known designers. She originally studied/taught knitting as a therapeutic media in the field of Occupational Therapy and then at community centers, knitting retreats, and yarn shops including her own shop in Louisville, KY. Barb has worked for yarn companies as a professional knitter and even designed colorways for new product lines. Teaching is what she enjoys the most!



NEW! T-SHIRT BLEACH ART

T-shirt Bleach Art PI-938

Join us as we create a work of art on a t-shirt using bleach!

First class: We will discuss different methods of applying the bleach solution, and the effects that each creates, including adding back in some color. Students will plan and draw their own designs to be copied onto their t-shirts in the second class.



Second class: Students will set up their supplies, prepare their shirts, and "paint" the design they chose onto the shirt. When finished, they will bathe the shirt in a solution that will stop the bleach action and set the design.

At the end of the second class, each student will have completed a shirt of original design, unique to their own interests and style.



STUDENTS WILL NEED TO BRING THE FOLLOWING:

1. A dark-colored t-shirt, 80% - 100% cotton. It needs to be washed and dried with NO fabric softener
2. A plastic dishpan or tub of some sort, that will hold the t-shirt with extra space for rinsing
3. A plastic measuring cup that holds a couple of cups of liquid, and is NOT used for food

Apr 30 - May 2 | 6 PM - 8 PM | Tue & Thu | 2 sessions | CTTC
\$49 for all residencies
Registration closed: Apr 23 | Instructor: Linda Gilbert

HEALTH, WELLNESS & SAFETY

AMERICAN RED CROSS LIFEGUARD

Lifeguard Certification w/CPR HM-288

The primary purpose of the American Red Cross Lifeguarding course is to provide entry-level lifeguard participants with the knowledge and skills to prevent, recognize, and respond to aquatic emergencies and to provide professional-level care for breathing and cardiac emergencies, injuries and sudden illnesses until emergency medical services (EMS) personnel take over. Prerequisites: Minimum age: 15 years; Swim 300 yards continuously; Tread water for 2 minutes using only the legs; Complete a timed event within 1 minute and 40 seconds by starting in the water, swimming 20 yards, surface dive to a depth of 7 to 10 feet to retrieve a 10-pound object, return to the surface and swim 20 yards on the back to return to the starting point, exit the water without using steps or a ladder. Participants who successfully complete the Lifeguarding course receive an American Red Cross certificate for Lifeguarding/First Aid/CPR/AED, valid for 2 years.

NOTE: The Lifeguard courses have an online blended learning component that will need to be completed the week prior to class. Courses are taught at the CARC in McHenry and instructed by Angela Luby.

March 15 - 17 | Times vary per day | Register by March 8

April 26 - 28 | Times vary per day | Register by April 19

May 17 - 19 | Times vary per day | Register by May 10

For more information, or to register contact Angela Luby at 301-387-3086 or by emailing angela.luby@garrettcollege.edu

FIREARMS

Training & Certification



All firearm courses are taught by John W. Sagal, USAF Veteran, MSP Retired, and owner of Boston Hill Training. Sagal is a certified Maryland State Police Qualified Handgun Instructor and an NRA certified firearms instructor.

Handgun Qualification License:

This Handgun Qualification License training is a five-hour block of instruction which includes classroom instruction on state firearm law, home firearm safety, handgun mechanisms and operation, and a component that requires the applicant demonstrate the ability to safely fire a handgun. Unless otherwise exempt, as of October 1, 2013, a Maryland Resident must possess a valid Handgun Qualification License before they may purchase, rent, or receive a handgun. The classroom portion of the course will occur at 79 Grant Street in Frostburg MD and the operation and handling demonstration will occur at a secure firing range. The extra time built into the course will allow for travel to the range. Students must be a minimum of 21 years of age and are not permitted to bring a weapon or ammunition to class. Additional charge for fingerprinting done on site.

Approved HQL training courses are offered by Maryland State Police approved Qualified Handgun Instructors. Training is valid for 3 years and must be completed prior to submitting an application for a Handgun Qualification License. The Handgun Qualification License is only needed for purchasing, transferring, or renting a regulated firearm after October 1, 2013. You do not need a Handgun Qualification License to own a gun you already have.

\$89 (MDSR) | \$94 (GC) | \$99 (OOC) | \$104 (OOS)



NRA Basic Rifle:

This course is designed to teach the knowledge, skills and attitude necessary for owning and using a rifle safely. The course is perfect for the new rifle owner and serves as an introductory course for more advanced hunting or competition rifle match training. The basics of marksmanship are the lifelong building blocks for many other hunting or shooting sports. The goal of the basic rifle course is to familiarize the student with the correct operation and maintenance all types of rifles, along with teaching how to handle and shoot them safely. Topics include the following: gun safety, operation of different types of rifles, ammunition knowledge, rifle selection, storage and the five shooting fundamentals. Classroom instruction will be held at the Garrett College facility. Students will then provide their own transportation to complete live fire training and a shooting qualification on NRA approved targets at a range in Frostburg, MD. Students will receive the rifle handbook and a course completion certificate. All materials will be provided by instructor and are included in the cost of the course. STUDENTS ARE NOT TO BRING AMMUNITION OR FIREARMS. Students will sign a waiver of liability and are to provide their own lunch. Any person of good character who is not legally disqualified from possessing a rifle in the U.S. can attend this class. A paying adult must accompany individuals under the age of 18 years of age.

\$119 (MDSR) | \$129 (GC) | \$134 (OOC) | \$139 (OOS)

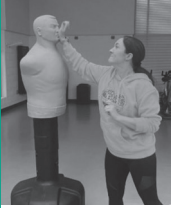
Maryland Firearm Wear & Carry Training:

This 2-day class is required for anyone applying for the initial MD Wear & Carry Permit. Topics include: handgun nomenclature and operation, handgun action types, rules for safe firearm handling and use, fundamentals of handgun shooting, introduction to MD firearms laws, use of lethal force, selection/maintenance/storage of a handgun, home safety, interactions with law enforcement, and application requirements and process. Students should bring the firearm they will qualify with and 25 rounds of ammo to keep locked in trunk until arrival on range. Attendance of class does not guarantee permit. Additional charge for fingerprinting done on site.

\$210 (MDSR) | \$215 (GC) | \$220 (OOC) | \$225 (OOS)

Check our website for the latest course offering, or call 301-387-3781 for more information.

SELF-DEFENSE TRAINING CLASS



Interested in learning how to protect yourself, boost self-confidence, and increase self-awareness? Join Susie Mark, owner of KICKS Self-Defense, LLC to learn how to avoid and de-escalate dangerous situations. In this 3-hour class students will learn:

- The correct actions to distract, stun, or disable an attacker
- How to identify vulnerable parts of the body to strike
- How to handle different scenarios in which you need to react
- How to block, deflect, strike, and use your legs and other items as weapons
- The "Street Smart Adult: Your Checklist to Prevent Violent Crimes"



Mar 23 | 9:00 AM - 12:00 PM

Apr 16 | 5:30 PM - 8:30 PM

May 18 | 9:00 AM - 12:00 PM

June 11 | 5:30 PM - 8:30 PM

\$39 all residencies

To Register contact Susie Mark at 301-387-3787 or email at susie.mark@garrettcollege.edu

Susie Mark is the Assistant Director of the CARC at Garrett College and a graduate of Frostburg State University. She has taught Group Fitness for 24 years and has over 31 years of experience in the industry. She is a certified Self-Defense instructor through the Specialty Fitness Institute and is the owner of KICKS SelfDefense, LLC.



NUTRITION & HEALTH OFFERING

Lunch & Learn: How Pesticides May Affect Your Health PI-967

Date TBD | \$12

Email matia.vanderbilt@garrettcollege.edu to be added to an interest list.

Fresh produce items generally lack pesticide labeling, leaving consumers unaware of the pesticide residue content that remains on both conventional and organic produce. A 2022 study identified and discussed pervasive health hazards related to residual pesticides on the food we consume. Pesticides and other synthetic chemicals are persistently present in our food, air, soil and water systems, making them nearly impossible to avoid. The session will focus primarily on the health dangers of pesticides and strategies to reduce your exposure to them. This is a 45-minute presentation with a 15-minute Q & A.



Course is taught by Mary Carolyn Thies who recently completed her PhD in Health Science and has a Master of Science in Clinical Nutrition and Integrative Health. She is a former adjunct professor at University of Maryland, as well as at George Mason University in Virginia. Her career has combined both health and statistics; she was a senior statistician for the U.S. Department of Transportation/Federal Aviation Administration, human spaceflight safety program, and for the Turner Fairbank Highway Research Center. For DOT/FAA, she worked on the Informed Consent program and human spaceflight safety database for human spaceflight tourism customers (SpaceX and Blue Origin launches). For Federal Highway, she personally conducted distracted driving experiments and tested what is currently now the common "city safety" crash detection system that is standard in most new cars.

WIDMYER DRIVING SCHOOL

"Offering the most student friendly and reasonably priced courses since 1977"



Garrett College, in collaboration with Widmyer Driving School, LLC, is now offering Maryland Driver Education and Driver Improvement. Widmyer is licensed by the Maryland Vehicle Administration and fulfills MVA requirements. They have driving schools throughout the state of Maryland.

Driver Education - This class fulfills the requirement for all new drivers in Maryland. This class consists of 30 hours of classroom instruction and 6 hours behind the wheel.

Driver Improvement - Have you been referred by the MVA to attend Driver Improvement classes? This course is specifically for drivers with a suspended or revoked license, drivers who have had a moving violation while on a provisional license, drivers referred by the court, or drivers who want to voluntarily take it before a traffic court date. Please note: THIS COURSE CAN BE TAKEN ONLINE OR AT GARRETT COLLEGE (drivers younger than 18 MUST take this course at Garrett College) through Widmyer Driving School LLC.

Please call 301-791-7676 or visit www.widmyer.com for details or to register.

Maryland Basic Boating Safety PD-07

The Maryland Basic Boating Course is packed full of the basic information you need to boat safely and enjoy your time on the water. What are the rules of the road when there is no road? Find out the latest laws regarding personal flotation devices, required safety equipment, operating personal watercraft and towing procedures. Practice some chart reading and review the channel marker system in coastal waters. Individuals born after June 1, 1972 are required to have an approved Boaters Safety card in their possession when operating a power boat in Maryland. Successful completion of this course will provide that card in one day. The course is open to those 12 years of age and over and parents and grandparents taking the course as a refresher are welcome! Boater Safety is Family Safety! Students receive their class book at the time of registration and must bring their text to class with completed pre-test and quizzes.

Apr 27 | 8 AM - 5 PM | Sat | 1 session | McH
 \$24 (MDSR) | \$29 (GC) | \$34 (OOC) | \$39 (OOS)
 Registration closed: Apr 20 | Instructor: Bob Newman

May 11 | 8 AM - 5 PM | Sat | 1 session | McH
 \$24 (MDSR) | \$29 (GC) | \$34 (OOC) | \$39 (OOS)
 Registration closed: May 4 | Instructor: John Wilmot

Jun 22 | 8 AM - 5 PM | Sat | 1 session | McH
 \$24 (MDSR) | \$29 (GC) | \$34 (OOC) | \$39 (OOS)
 Registration closed: Jun 15 | Instructor: Bob Newman

Jul 20 | 8 AM - 5 PM | Sat | 1 session | McH
 \$24 (MDSR) | \$29 (GC) | \$34 (OOC) | \$39 (OOS)
 Registration closed: Jul 13 | Instructor: John Wilmot



Follow Continuing Education and Workforce Development (CEWD) on Facebook for current happenings and latest course updates!

GC.CEWD

LIFESTYLE, HOME & FAMILY**NEW! Journaling for Men and Woman Who Hate to Journal PI-973**

Have you ever wanted to start a journal but hate to write? This journaling class helps students explore a myriad of fun and easy ways to keep a personal journal without writing in paragraph form. During the first class, students will explore various journaling materials, learn reasons for journaling, why journaling can be overwhelming and frustrating, and how to make journaling fun and easy. Students will have the opportunity to share their journals on the second night of class. Students should bring a notebook and writing utensils for note-taking. This course is taught by Sue Lisantti, a retired English, theatre, and reading teacher. After graduating from Indiana University of Pennsylvania with a BS in Communications Education and Masters' credits in writing, she also took summer classes at Oxford University and student taught at Hagerstown School for Girls in London. Before beginning her teaching career, Sue worked as a legislative correspondent for Congressman John Murtha on Capitol Hill.

Apr 11 - 18 | 5:30 PM - 7:30 PM | Thu | 2 sessions | McH
 \$29 for all residencies
 Registration closed: Apr 4 | Instructor: Sue Lisantti

NEW! An Introduction to Artificial Intelligence - An AI Primer PI-977

Encounters with Artificial Intelligence are beginning to occur all around us, from photo and video manipulation, to generative AI chatbots, image generators, and advances in automotive and medical technology. This course will provide an introduction to the world of AI and the ways it will impact our lives and business processes. The course will be targeted to non-technical as well as technical learners. The focus will be on practical applications in our daily lives. You do not need to have a computer science degree to learn in this class. The class participant will gain an understanding of: AI terminology, our connected world and the Internet of Things (IOT), the current capabilities of AI platforms, things to consider when attempting to determine if content is AI generated, end-user tools available today, "Guardrails"-Current Government Regulations, promising use cases, challenging use cases, dangerous use cases. The course will also provide hands-on examples of interacting with AI platforms. And there will be plenty of opportunity for open discussions about this ever-evolving subject.

Apr 11 - 18 | 6:30 PM - 8:00 PM | Thu | 2 sessions | McH
 \$39 for all residencies
 Registration closed: Apr 4 | Instructor: George Cowgill



NEW! Healthcare Design: Then & Now PI-974

Healthcare has changed a lot since the 70's, and so has hospital and healthcare facility design. Join John Wilmot, retired Architect and author, as he discusses trends in hospital and healthcare design and their effect on patient care and recovery. Subjects include Specialty Hospitals, Assisted Living Facilities, Nursing Homes, Rehabilitation Hospitals, and Cancer Treatment Hospitals. All questions are welcome!

Apr 25 | 2:30 PM - 4 PM | Thu | 1 session | MCH

\$29 for all residencies

Registration closed: Apr 18 | Instructor: John Wilmot

John Wilmot has many years of experience in the design of healthcare facilities. He has published a book titled "So You Want to Be an Architect" with the subtitle "Advice from my 60 Years in Architecture". John was awarded a Fellowship in the American Institute of Architects for his teaching at George Washington University about Hospital construction.



NEW! From Sap to Syrup: How Maple Syrup is Made PI-979

Ever wanted to know how maple syrup is made? Join us as we learn the process of turning sap into syrup at Milroy Farms. Milroy Farms is a family-owned business operated by the Blocher Family for over 75 years. The Blocher family has made a specialty of producing 100% pure maple syrup and products. Come and visit the 14,000-tap farm where syrup is produced using new technologies and age-old traditions. Students will tour the sugar camp to hear the legend of maple syrup, learn how the process has changed over the years, and see modern monitoring systems along with a vast collection of antiques all under one roof. Visit the kitchen to see, sample, and purchase the variety of maple products. This course will take place at Milroy Farms, 1724 River Road, Salisbury, PA 15558.

March 19 | 6 PM - 8 PM | Tue | 1 session

Milroy Farms, 1724 River Road, Salisbury, PA 15558,

\$39 for all residencies

Registration closed: March 12 | Instructor: Ginger Blocher

NEW! Estate Planning: The Importance of Wills and Trusts PD-458

An estate plan provides the legal mechanism for disposing of property upon death in a way that recognizes your wishes and the needs of your survivors while minimizing taxes. For many, it can mean planning for the handling of affairs in case of disability, and the personal medical choices to be made as life nears its end. This two-part course will address the common questions regarding wills, financial powers of attorney, advance directives, protecting one's home, and the Maryland estate administration/probate process.

The first session will include a detailed discussion of the legal documents all persons should have including a will, power of attorney, and advance directive. Included in the discussion will be an overview of some common misconceptions relating to wills, the problems with writing your own will, and considerations for choosing someone to act as your Agent and/or Personal Representative. Some other topics that will briefly be covered include protecting your home, long-term care insurance, and medical assistance to pay for nursing home care.

The second part of the course will focus on the Maryland Estate Administration and the probate process from start to finish. It will include detailed discussions of when an estate is necessary, the different types of estates, as well as the steps involved for a Personal Representative in handling the affairs of a decedent.

May 7 - 14 | 6:00 PM - 8:30 PM | Tue | 2 sessions | MCH

\$29 (MDSR) | \$34 (GC) | \$39 (OOC) | \$44 (OOS)

Registration closed: Apr 30 | Instructor: Annette Chapman & Elizabeth Georg



This course is taught by Annette Chapman (pictured left, and Elizabeth Georg (pictured right), Annette is currently Vice President and Sr. Wealth Advisor at First United Bank & Trust, Wealth Management Division

and has 40 years of

experience in the financial services industry specializing in wealth management, estate planning and administration, trust administration and financial planning. Elizabeth Georg is the Managing Attorney at Deep Creek Title Group in Oakland, Maryland and further practices in the areas of business law, estate planning and administration, and real estate development. She is licensed to practice in both Maryland and West Virginia.



Follow Continuing Education and Workforce Development (CEWD) on Instagram for current happenings and latest course updates!

GC_CEWd

HOMESTEADING FOR GARDENERS

5:30pm – 7:00pm, McHenry Campus, \$29.00 per Session

The Covid 19 pandemic was a terrifying time in our world and awakened many to the need to be less reliant on conventional food systems. Homesteading workshops can help people embrace and learn the practical skills of reusing, saving, and repurposing items in a way that has sustained our ancestors for generations. This Homesteading series is taught by Ashley Bachtel-Bodkins, Senior Agent Associate and Master Gardener Coordinator at the University of Maryland Extension in Garrett County.



MARCH
7

Homesteading: Planning Your Garden and Basic Soil Science

PI-980

Planning and understanding your soil is the first step in establishing a good foundation and finding success in your gardening adventures. Join Ashley Bodkins, Master Gardener to get your garden started!

APRIL
4

Homesteading: Starting Your Seedlings, Colds Frames, and Hot Beds

PI-981

Starting your seedlings can be a challenging task, but with a few tips, tricks, and patience this task can be very rewarding. Join us to learn some season extension tools for starting larger quantities of plants.

MAY
2

Homesteading: Transplanting, Timing, and Planting

PI-982

In this session students will learn about timing, succession planting, and other tools to get your gardening season started sooner in our cold climate.

JUNE
6

Homesteading: Planting Warm Season Crops & Herbs

PI-983

Now that it's finally warm enough to plant our warm-season crops in the soil, learn how to plant and incorporate herbs, which serve many purposes in our gardens and lives!

JULY
11

Homesteading: Weeding 101

PI-984

Competition from unwanted plants is the leading cause of frustration for gardeners. This class will cover tactics for identifying and managing weeds so your garden will flourish.

JULY
18

Homesteading: Plant Disease, Insects, & Pests

PI-985

The first step in combating disease and insects is to properly identify the problem. This course will cover some of the common problems seen annually in Garrett County and learn how to best treat them.

AUGUST
8

Homesteading: Composting

PI-986

Building a healthy garden system is a big part of being sustainable. Learn how to take waste products from the landscape and make a wonderful soil amendment!

AUGUST
15

Homesteading: Harvesting

PI-987

Harvest time! The best part of the gardening season! Join us to learn tips, tricks, and the best ideas for getting the greatest yield.

OCTOBER
3

Homesteading: Seed Saving

PI-988

This session will cover some of the basic principles of what seeds can be saved from your garden both vegetable and flower. Learn the best strategies for some common plants and how long the seeds will be viable. This is a great fall activity and can help preserve heirloom plant traits and help you save money on next year's garden.

HISTORY



Railroads of Garrett County: A History PI-676

This class focuses on the building of the B & O Railroad and its impact in Garrett County from the middle of the 19th Century to the last of the 20th Century. We will explore the building of the railroad from Baltimore and up the mountain grade to Oakland. It will briefly describe effects of the Civil War under the presidency of John W. Garrett for whom Garrett County is named. It will cover five railroads in general terms for class participants with even a mild interest in rail travel. For this class, historian, author, and educator, Dr. Neal Brooks will describe the railroads development, decline, and main purposes. We will focus on two major companies, the B & O and Western Maryland, with remnants that are still present as part of CSX Corp. We will also cover smaller coal/logging railroads that disappeared but had significant impact including the Confluence and Oakland, Preston Railroad, and the Jennings Brothers Railroad. An expanded capsule will briefly explain the functions of steam and diesel locomotives in general terms. This class is intended for a general audience interested in Garrett County and in general rail transportation history, not just rail fans. In addition, this class has the added dimension in meeting in the renovated 1884 B & O Railroad station, one of the most significant historic buildings in Oakland, MD.

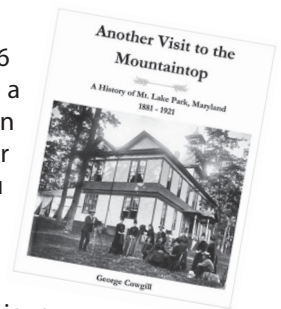
Jun 5 - 26 | 3:00 PM - 4:30 PM | Wed | 4 sessions
 Oakland Train Station
 \$45 (MDSR) | \$49 (GC) | \$54 (OOC) | \$59 (OOS)
 Registration closed: May 29 | Instructor: Neal Brooks

Dr. Brooks received an undergraduate degree from Towson University where he majored in history. He continued to study history at Case Western Reserve University in Cleveland, earning his Ph.D. He enjoyed an academic career of more than 40 years at the Community College of Baltimore County where his courses included American and Maryland history. While at CCBC, he divided his time between the classroom, chairing the History Department, and scholarship as co-author of two histories of Baltimore County.



NEW! A History of Mountain Lake Park, Maryland - 1881-1921 PI-976

A mountain lake, boating, hotels, a bowling alley, boardwalk, and vacation rental houses (but no drinking or dancing!). This course will take you back to the original 'Mountain Chautauqua' in Mountain Lake Park, Maryland. Two sessions will cover the (to be) town's establishment as a religious and educational resort, driven by the Chautauqua movement, and highlighting the human-interest stories of the people who created the Chautauqua experience in Mt. Lake. Many rare photographs and some unique artifacts will be presented during the two sessions. The second session will be capped off with a short visit to the (nearby) Mt. Lake Park Historical Association Museum. A new history book and tour of the museum are included.



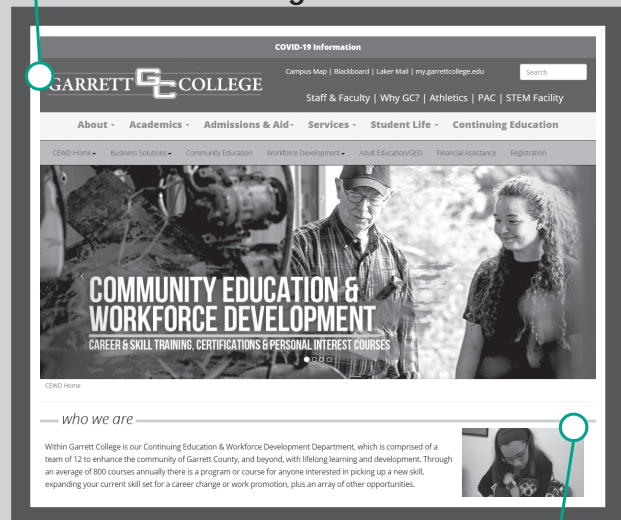
May 16 - 23 | 6:30 PM - 8 PM | Thu | 2 sessions
 Mountain Lake Park Town Hall and Museum
 \$39 for all residencies
 Registration closed: May 9 | Instructor: George Cowgill

George Cowgill spent his formative years in Deer Park, Maryland. He is an engineer and inventor, having been awarded more than 40 U.S. Patents. Mr. Cowgill earned a Master of Science Degree in Information Technology from Towson University in 2011. He is a lifelong history buff and he plans on writing another book on local history. He and his wife live in, you guessed it, Mountain Lake Park, Maryland.



VISIT OUR WEBSITE FOR MORE CLASSES

Or To Register Online



www.garrettcollege.edu/cewd

ADVENTURE

OUTDOOR ADVENTURE

Wilderness First Responder AS-07

SOLO's Wilderness First Responder (WFR) course is the recognized industry standard for those who work as backcountry trip leaders, camp counselors, mountain guides, river guides, and ski patrollers. The WFR is the perfect course for anyone working in a position of leadership in an outdoor setting or for individuals who want a high level of wilderness medical training for extended personal backcountry trips or expeditions. The WFR is 72+ hours long (8 to 10 days), and is a comprehensive and in-depth look at the standards and skills of dealing with: Response and Assessment, Musculoskeletal Injuries, Environmental Emergencies and Survival Skills, Soft Tissue Injuries, and Medical Emergencies. Although these appear to be the same basic topics covered in our two-day WFA course, they are covered far more extensively, and there is much more hands-on practice. Additional topics, such as CPR, are also included.

Mar 15 - 22 | 8 AM - 6 PM | 8 Sessions | Fri - Fri
OLA Location TBD
\$785 (MDSR) | \$795 (GC) | \$805 (OOC) | \$815 (OOS)
Registration closed: Mar 11 | Instructor: SOLO Instructor

Wilderness First Aid PF-147

This course offers basic wilderness first aid, and can be used to recertify WFR certification for those persons that hold a current SOLO WFR certification. We have always offered a recertification class in the same time frame as our yearly WFR courses, as students are required to recertify every 3 years for WFR, and 2 years for WFA. Students enrolled in this course may enroll in CPR recertification for an additional fee (MDSR \$50, GC \$55, OOC \$60, and OOS \$65). The CPR recertification will run on Saturday, March 25th from 4pm-8pm. To register for the CPR recertification, course number HM-348-01, call 301-387-3781.)

Mar 23 - 24 | 8 AM - 4 PM | 1 Session | Sa/Su
OLA Location TBD
\$280 (MDSR) | \$285 (GC) | \$290 (OOC) | \$295(OOS)
Registration closed: Mar 19 | Instructor: SOLO Instructor

CPR Recertification HM-348

This course is only offered as an extension to the Wilderness First Aid course PF-147-01.

Mar 23 | 4 PM - 8 PM | 1 Session | Sa
OLA Location TBD
\$50 (MDSR) | \$55 (GC) | \$60 (OOC) | \$65 (OOS)
Registration closed: Mar 19 | Instructor: SOLO Instructor

Courses offered in partnership with
Garrett College's Outdoor Leadership
& Adventure (OLA) Department

NEW! NERDING WITH A PURPOSE: Nature Exploration for the Maryland Biodiversity Project

Join Kevin Dodge, Director of Garrett College's Natural Resources and Wildlife Technology program, for fun, leisurely weekend explorations of the nature of Garrett



County. Students will learn to identify plants and animals, then contribute their discoveries to the Maryland Biodiversity Project (<https://www.marylandbiodiversity.com/>), an effort to map the Maryland distribution of every organism found in the state. Students should wear footwear suitable for wet, muddy conditions, and appropriate outerwear for the weather, and bring snacks and water.

This course will consist of 6 sessions, 4-5 hours each, plus one evening or weekend presentation. Course will begin in April with dates and times TBA.

MDSR: \$69, GC: \$74, OOC: \$79, OOS: \$84

Interested students may also contact Matia Vanderbilt at 301-387-3781 or email matia.vanderbilt@garrettcollege.edu to be notified when the next section opens for registration.



MarylandBiodiversityProject
marylandbiodiversity.com

Do you have a unique skill you'd like to share?

Try teaching a course for us next semester!

To learn more contact: Matia Vanderbilt

 **301-387-3781**

 **matia.vanderbilt@garrettcollege.edu**



If you have a curious mind and love learning, please join this like-minded group. There are no entrance requirements, no tests and we don't grade - this is learning just for the fun of it!

MISSION

GILL is a member driven organization whose mission is to enrich lives by offering a wide variety of stimulating educational, cultural, and social programs geared toward a diverse community of adults primarily 50 + years, but open to all.

MEMBERSHIP

GILL is run in affiliation with the Continuing Education and Workforce Development department of Garrett College, and supported through the annual \$20 membership fee. Members work together to determine the interests and needs of the group. A program committee is then charged with the tasks of bringing the class to fruition- finding instructors, defining the scope of curriculum and other logistical duties.

\$20
Annual
Membership
Fee

Course registration fees have been waived due to the increase in the annual membership fee.

Members will be responsible for direct costs of participation in GILL activities if applicable. This includes site entrance fees, dining costs, and travel expenses that may be required to participate in certain GILL activities and excursions.

Contact Matia Vanderbilt
301-387-3781 to register
www.garrettcollege.edu/GILL

Not a member?

Join now!



MUSIC

Composition/Songwriting for the Music Enthusiast PD-752

Students will learn various compositional techniques and develop an approach to creating new compositions. Students will also develop a basic understanding of music notation software and should be able to discuss various aspects of composition, including form, instrumentation, melody, harmony, rhythm, meter, and dynamics. Pre-requisite: Students must have a fundamental understanding of music theory and be proficient on an instrument. Sessions will be in ten, half-hour individualized segments by appointment. Prior to registration, the student will need to meet with Dr. Beachy to discuss his/her proficiency.

NOC/McH/SOC | Instructor: Sean Beachy

Piano Studies PD-720

This course allows for individual studies in piano and music theory for beginning, intermediate, and advanced students. Beginning students will develop music reading skills and basic piano technique. Intermediate and advanced students will further develop their technique through scales and etudes and explore a variety of piano literature. Students must have access to a piano or electric keyboard to practice assignments on a daily basis. The age range for the course is 5 years old and up. Sessions will be in ten, half-hour individualized segments by appointment. Prior to registration, the student will need to meet with Dr. Beachy to discuss his/her proficiency.

NOC/McH/SOC | Instructor: Sean Beachy

Voice Lessons PD-899

This course is designed for individual studies in the training of vocal activities related to singing. Beginning students will learn correct posture and breathing, tone production, diction, sight singing, notation reading, ear training and general principles of vocalizing. Intermediate students will develop their vocal technique, sighting ability, and performance quality through appropriate vocal exercises and literature. All students will sing a variety of genres including classical pieces, musical theatre, art songs, folk songs and pop/rock. Students preparing for college entrance auditions will memorize and apply the International Phonetic Alphabet and perform songs in Italian, French and German. The age range for this course is 7 years old to adult. Sessions will be in ten, half-hour segments by appointment.

NOC/McH/SOC | Instructor: Sean Beachy

Electric Bass for Beginners to Intermediate

The electric bass can be one of the most fun instruments in the rock, pop, country, or contemporary Christian band. The bass keeps the foundation of the group, as well as a driving rhythm. If you are interested in learning the electric bass, or if you would like to continue learning about the bass as an intermediate player, Garrett College offers private lessons in 3 locations throughout Garrett County. The instructor, Dr. Sean Beachy, has been playing the electric bass for almost 30 years in different music groups focusing on a variety of styles. Students will need a bass, amplifier, instrument cable, and instruction book to begin. The course uses the Hall Leonard Bass Method book.

NOC/McH | Instructor: Dr. Sean Beachy

Meet the Instructor!



Dr. Sean Beachy, of Grantsville,

Maryland, has been an active pianist, composer, and teacher in the region for the past 20 years. He earned a degree in applied music with an emphasis in piano from Alderson-Broaddus College, a Master of Music degree in composition from Shenandoah

Conservatory, and a Doctor of Music Arts degree in composition from West Virginia University. Dr. Beachy has been an active collaborative pianist and composer for the past 17 years. Most recently, his work for concert band, Fanfare for an Uncommon Band, was premiered by the Garrett Community Concert Band, of which he is the director, in June 2022 celebrating the band's 20 th anniversary. Along with his wife, Debi, he directs the Garrett Choral Society and is the director of the Garrett Jazz Ensemble. In addition, he is co-director of music at St. Mark's Lutheran Church in Oakland.

Dr. Beachy currently teaches Piano Studies, Voice, Electric Bass Guitar, and Composition/Songwriting for the Music Enthusiast. Lessons with him are offered at the Northern Outreach Center (NOC), Southern Outreach Center (SOC), and at the college main campus in the Performing Arts Center.

Don't see the class you are looking for?

LET US KNOW YOUR COURSE IDEA!

Contact: Matia Vanderbilt

☎ 301-387-3781

✉ matia.vanderbilt@garrettcollege.edu

See page 16 for
2024/2025 TERM DATES & PRICING

Instant Piano and Instant Guitar

for Hopelessly Busy People

Instant Piano for Hopelessly Busy People PI-873

In just a few hours, you can learn enough secrets of the trade to give you years of musical enjoyment. Learn to play piano the way professionals do—using chords. Since this class is being held online with ZOOM you will be able to sit at your piano or keyboard at home and take this course with no pressure at all. And since this course includes an online book and online follow up video lessons, you will be able to continue your practice and study on your own. An optional periodic online question and answer session is also included. A recording of the class is included as well. The course is partly lecture/demonstration and partly hands on instruction. For ages 16+.

Topics include:

- How chords work in a song
- How to get more out of sheet music by reading less of it
 - How to form the three main types of chords
- How to handle different keys and time signatures
 - How to avoid “counting”
- How to simplify over 12,000 complex chords

Date / Time : TBD

1 ZOOM session | \$59.00

Instant Guitar for Hopelessly Busy People PI-874

Have you ever wanted to learn the guitar but simply find it difficult to find the time? In just a few hours you can learn enough about playing the guitar to give you years of musical enjoyment, and you won't have to take private lessons to do it. This crash course will teach you some basic chords and get you playing along with your favorite songs right away. Since this class is being held online with ZOOM, you will be able to sit at home with your guitar and take this class without any pressure at all. And since the class includes an online book and online follow-up video lessons, you will be able to continue your practice and study on your own. An optional periodic online question and answer session is also included. A recording of the class is included as well. Class limited to 15 students. For ages 13+.

Topics include:

- How chords work in a song
- How to form the three main types of chords
 - How to tune your guitar
 - Basic strumming patterns
- How to buy a good guitar (things to avoid)
 - How to play along with simple tunes

Date / Time: TBD

1 ZOOM session | \$59.00

How to Play Piano by Ear PI-948

Learn one of music's deepest mysteries: how to play songs without relying on music. A very practical presentation of music theory that includes predicting chord progressions, learning from recordings, and transposing—all expressed in everyday language. This is an ideal follow-up to the "Instant Piano" class and is open to anyone who has a basic understanding of chords on any instrument. Expand your musical horizons, free yourself from sheet-music dependence, and be the life of the party! Prior experience with chords recommended. Fee includes the online book, online follow-up lessons, a recording of the class and an optional monthly question and answer session. Class is held online using zoom.

Topics include:

- How to find the starting note
- How to determine when chords change
- How to predict the chord progression
- How chords help you find the correct melody
- How the melody helps you find the correct chords
 - How to learn songs from recordings
- How to transpose The Universal Key Signature
 - How to use the Circle of Fifths
- How to recognize the most common chord patterns

Mar 30 | 9 AM - 11:30 AM | Sat

1 ZOOM session | \$59.00



These courses are taught by Craig Coffman, president of Chords are Key in Gilbert, Arizona. Craig has over 45 years' experience teaching music lessons and is the Music Director for Light of Christ Church in Arizona. Craig has successfully taught Instant Piano and Guitar for the last 28 years to over 30,000 students in 15 states and overseas.



Music Process and Terms for 2024 - 2025

Unless noted otherwise, all of our music classes are private, one-on-one lessons.

These lessons are comprised of ten 30-minute sessions per ten-week term. Typically, the student will participate in one session per week, at a mutually agreed upon time. The student's course registration represents his/her commitment to the lesson schedule, as well as completing homework assignments and practicing; these commitments will enable the student's skill progression. The term dates and registration a due date deadlines listed in the following chart.

To register call 301-387-3781

\$215 (MDSR) | \$229 (GC) | \$234 (OOC) | \$239 (OOS)

2024/2025 TERM DATES & PRICING

TERM	2023-2024 DATES	PAYMENT DUE BY
SPRING	Jan 29 - Apr 14, 2024	Monday, Jan 23
SUMMER	Apr 15 - Jun 23, 2024	Monday, Apr 8
FALL	Aug 19 - Oct 27, 2024	Monday, Aug 12
WINTER	Info Posted Soon!	

PAYMENT IN FULL IS REQUIRED BEFORE A STUDENT MAY BEGIN LESSONS. A LATE FEE OF \$25 WILL BE ADDED TO ALL INVOICES NOT PAID BY THE DUE DATE.

For more details or to pay online, go to www.garrettcollege.edu/music or use the QR code.



YOUR NEXT EVENT BEGINS WITH US!

The Performing Arts Center at Garrett College (PAC) serves as the community's number one venue for dance, theatre, or music productions. Furthermore, the facility's multi-use conference center space allows for large scale company events such as conferences, trainings, or private meetings, as well as a variety of private gatherings like birthday parties, reunions, receptions, and holiday celebrations!



SEE WHAT'S HAPPENING!

Scan to view upcoming events in the PAC!



Interested in hosting your next event at the PAC?

Contact

reservations@garrettcollege.edu to get started!



Do you have a passion and a dream in your heart but traditional hours don't work for your schedule? Then online Ed2Go classes may be the right fit. Ed2Go offers over 500 courses to fit your growing interest!



Our **instructor-led** online courses are informative, fun, convenient, and highly interactive. We focus on creating warm, supportive communities for our learners.

Prices start as low as: **\$109**

ed2go.com/garrett

Expert Instructors

24-Hour Access

Online Discussion Areas

6 Weeks of Instruction

Hundreds of courses

Monthly start sessions



301-387-3084



kimberly.govi@garrettcollege.edu

COMPUTER APPLICATION

Introduction to Excel

If you want to learn the 2019 version of Microsoft Excel, this course will introduce you to the program's basic functions and uses. Through hands-on lessons, you will learn numerous shortcuts to quickly and efficiently set up worksheets, how to use the function wizard to calculate statistics, future values, and more. In addition, you will get tips on sorting and analyzing data, creating three-dimensional workbooks, and automating frequently-repeated tasks with macros and buttons. By the time you're done, you will know how to use this vital Office 2019 tool.

Online Course | 6 weeks in length

Instructor: Chad Wambolt

Course Cost: \$147.00 (MDSR); Differential fees may apply

Advanced Microsoft Excel

This course will help you master many features in Microsoft Excel 2019 that most users don't know exist. You will learn the secret to using formula-based conditional formatting as a creative solution to common issues, and how to leverage Excel's Power Query tool to import and transform data from about any data source. By the time you finish this course, you will have mastered Microsoft Excel 2019 and will be able to better serve your company's data management needs.

Online Course | 6 weeks in length

Instructor: Chad Wambolt

Course Cost: \$147.00 (MDSR); Differential fees may apply

Microsoft Word 2019 Series

Across all industries, the ability to create documents in a word processor is essential in day-to-day functions. Knowing how to effectively use Microsoft Word adds a valuable skill set to your professional profile. This course bundle will teach you the fundamentals of Microsoft Word 2019 and its more advanced features and functions.

First, you will learn the basics, such as writing and editing text as well as formatting and organizing documents. You will then learn how to create boilerplate templates for documents like brochures, legal contracts, and newsletters. In addition, you will also acquire several time-saving techniques, such as macros and keystroke shortcuts.

Online Course | 6 weeks in length

Instructor: Chad Wambolt

Course Cost: \$147.00 (MDSR); Differential fees may apply

Don't see the class you are looking for?

LET US HELP!

Contact: Kim Govi

301-387-3084

kimberly.govi@garrettcollege.edu



ED2GO INSTRUCTOR LED ONLINE COURSES

Accounting Fundamentals

In this comprehensive course, you will learn the basics of double-entry bookkeeping, writing checks, preparing an income statement, closing out accounts at the end of each fiscal period and how to analyze and record financial transactions. You will get hands-on experience with handling accounts receivable, accounts payable, payroll procedures, sales taxes, and various common banking activities. Whether you're a sole proprietor looking to manage your business finances or you simply want to gain an understanding of accounting basics for career advancement or for personal use, this course will give you a solid foundation in financial matters.

Online Course | 6 weeks in length

Instructor: Nancy Koenig

Course Cost: \$129.00 (MDSR); Differential fees may apply

ED2GO CAREER TRAINING PROGRAMS

Blueprint Reading Basics

In our Blueprint Reading Basics course, you will start at the very beginning to learn about the drawing scale. In lessons that are thorough and detailed, you will learn how blueprint drawings are organized, and how information is referenced throughout a set of construction blueprint drawings. You will also review architectural and engineering blueprint drawings, as well as project specifications during this blueprint training.

By course completion, you will have developed the necessary skills and terminology to read and comprehend residential and commercial construction documents and gain experience in understanding how 3D model presentations within a set of construction documents work

Online Course | 3 months in length

Instructor: Self-Paced

Course Cost: \$795.00 (MDSR); Differential fees may apply

Certified Bookkeeper

This course reinforces key bookkeeping concepts, definitions, and calculations and prepares you for the American Institute of Professional Bookkeepers (AIPB) national certification exam.

Throughout this bookkeeper training, you will have access to resources such as videos, interactive activities, and hands-on exercises that will solidify your grasp of critical information necessary to your success as a bookkeeper. These will be used as tools to prepare you for the exam, including practice quizzes, exams, and strategies for conducting your preparation leading up to and encompassing the exam day.

Becoming a Certified Bookkeeper™ (CB) can increase your earning potential, enhance your professional status, and give you a decisive edge in the job market. Parts 1 and 2 of the exam are offered at any of over 300 Prometric test centers nationwide. Parts 3 and 4 of the exam are open-book tests that come with your workbooks. CBs are to bookkeeping what Certified Public Accountants (CPAs) are to accounting: the cream of the profession.

The Certified Bookkeeper course includes prepaid vouchers with enrollment that provides access to sit for the AIPB certification exams, instructions regarding the certification application, exams, and the use of the vouchers at any Prometric Test Center are available within the course.

Please Note: The Certified Bookkeeper course is designed for experienced bookkeepers who want to prepare for national certification. To succeed in this course, you must have at least two years of experience as a bookkeeper before enrolling. The books, materials, and exam fees are non-refundable upon registration.

Online Course | 6 months in length

Instructor: Wade Lindenberger and Helene K. Liatsos

Course Cost: \$2195.00 (MDSR); Differential fees may apply

Human Resources Professional with Payroll Practice and Management

The Human Resources Professional course will prepare you for the HRCI's Professional in Human Resources (PHR) certification exam. You will also learn information useful for other certification exams, including SHRM's Certified Professional (SHRM-CP) exam and the HRCI's Associate Professional in Human Resources (aPHR) exam. The Payroll Practice and Management course covers all critical areas of payroll administration and management and the intersection of human resources and payroll. By course completion, you will be ready to pass the Fundamental Payroll Certification (FPC) exam, developed by the American Payroll Association. You will gain an understanding of the major components of the state labor code in your chosen state upon completing this HR and payroll course bundle.

12 months in length

Instructor: Anna Smith, Ann Nevers, and Helene K. Liatsos

Course Cost: \$3145.00 (MDSR); Differential fees may apply

ENTRY-LEVEL
**Driver Training
for Hazardous
Materials**
ONLINE

ONLY
\$195

*Satisfies ELDT requirements for obtaining
the hazmat (H) CDL endorsement.*



ENROLL TODAY
(301) 387-3084
WWW.GARRETTCOLLEGE.EDU/CEWD



Located just beyond the Garrett County Fairgrounds on Mosser Rd at the Garrett College Campus, the Community Aquatics and Recreation Complex (CARC) boasts a 6 lane competition pool, a warm water pool, fitness studio with cardio, strength training and free weight equipment as well as full sized basketball courts available during Open Gym hours.



Sign up for a membership option to receive access to both pools, the fitness studio, discounted group fitness classes and swim lessons!

Visit www.gccarc.com or call 301-387-3786 for more information.



CONTRACT TRAINING

Do you have specific training needs for your company?
Look no further, Garrett College's Business Solutions department is here to help you!

The Business Solutions department strives to provide services to students and the business community. Our services include office management & business process reengineering to improve efficiency and reduce turnover rates in the workplace.

We specialize in contract training and providing business needs services to CEOs, human resource directors, program managers, presidents, etc. who want to increase productivity and retain workforce. Topics include but are not limited to:

SAFETY
COMPLIANCE
CUSTOMER SERVICE
COMPUTER SKILLS

WORK READINESS
MANAGEMENT/SUPERVISOR
INDUSTRY SPECIFIC
COMPANY SPECIFIC

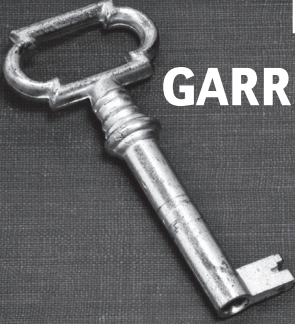
From office spaces, providing free Wi-Fi, specialized training, catering needs, and more, Business Solutions has your organization covered!



301-387-3084



kimberly.govi@garrettcollege.edu



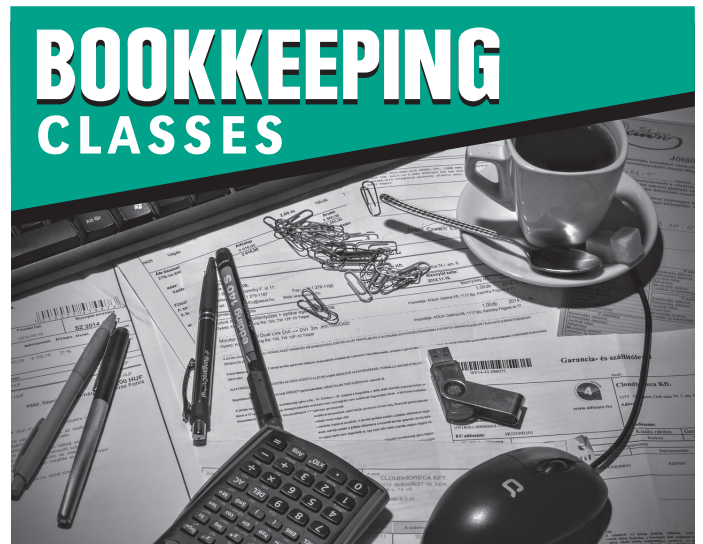
LEADERSHIP GARRETT COUNTY

COMING
MARCH 2024

Applications
Due February 22, 2024

This program is dedicated to providing positive change by creating a network of future leaders that will impact the community in which they reside. Leadership Garrett County participants will help to identify regional issues and gain a richer understanding of the leadership structure within our region. The class is designed for participation and dialogue to cover topics such as Education, Tourism, Agriculture, Health, the Environment, Manufacturing and Business, as well as Government and Economic Growth. Content material, relevant community issues, guest speakers and community visits will be part of each class meeting.

301-387-3084 | kimberly.govi@garrettcollege.edu



BOOKKEEPING CLASSES

Excel Introduction: Mon, Apr 15, 2024,
5:00 - 8:00 PM, McHenry
Excel Intermediate: Thu, Apr 18, 2024
5:00 - 8:00 PM, McHenry

Contact Kim Govi for details!
301-387-3084
kimberly.govi@garrettcollege.edu



Build - A - COURSE

Looking for a course we
are not offering?

Have a group of friends
interested in joining you?

Let us build
THE COURSE
for you!

301-387-3084 | kimberly.govi@garrettcollege.edu



The Nurturing Parenting Programs are a family-centered trauma-informed initiative designed to build nurturing parenting skills as an alternative to abusive and neglecting parenting and child-rearing practices.

The long term goals are to prevent recidivism in families receiving social services, lower the rate of multi-parent teenage pregnancies, reduce the rate of juvenile delinquency and alcohol abuse, and stop the intergenerational cycle of child abuse by teaching positive parenting behaviors.

Mar 25 - Apr 29 | 3 PM - 5PM | Mon / Wed | 11 sessions | SOC
Instructor: Sadie Liller

CHILD CARE PROVIDER

Child Care Professionals care for children in a variety of settings including schools, businesses, private households, and child care centers. They perform a variety of tasks including dressing, feeding, overseeing play, and age appropriate instruction.

The child care courses listed are offered in an online format through a seat partnership with Howard Community College. Students must have access to a computer, a valid email address, internet access and have computer literacy skills. Students are to contact the CEWD office to begin the registration process.

Courses begin continually!



LIST of COURSES:

Child Growth & Development - 45 hours | 45 Hours | 4.5 CEU's
School Age Child Care: Curric. - 45 hours | 45 Hours | 4.5 CEU's
Infant & Toddler Care | 45 Hours | 4.5 CEU's
Preschool Curric. & Activities - 45 hours | 45 Hours | 4.5 CEU's
Child Care Administration | 45 Hours | 4.5 CEU's
Communication Skills | 9 Hours | .9 CEU's
Family Child Care Preservice | 24* Hours | 2.4 CEU's
Observation and Assessment Birth -12 | 3* Hours | .3 CEU's
Supervising Children in Child Care | 3* Hours | .3 CEU's
Positive Child Guidance & Discipline | 3* Hours | .3 CEU's
Developmentally Appropriate Practice | 3* Hours | .3 CEU's
Resources that Guide Daily Planning | 3* Hours | .3 CEU's
Taking Learning Outside | 3* Hours | .3 CEU's
Nutrition & Active Learning | 3* Hours | .3 CEU's
Playground Safety | 3* Hours | .3 CEU's
Including All Children and the ADA | 3* Hours | .3 CEU's
Supporting Children with Disabilities | 3* Hours | .3 CEU's
Intro to Environmental Rating Scales | 3* Hours | .3 CEU's
The Child Care Provider as a Professional | 3* Hours | .3 CEU's
Conflict Resolution Strategies | 3* Hours | .3 CEU's
Cultural Competence & Awareness | 3* Hours | .3 CEU's
Family & Community Partnerships | 2* Hours | .2 CEU's
SIDS | 3* Hours | .3 CEU's
Supporting Breastfeeding in Child Care | 3* Hours | .3 CEU's
Basic Health & Safety Training | 5* Hours | .5 CEU's
Pyramid Model for Social/Emotional Competence | 18 Hours | 1.8 CEU's
CDA Capstone: Portfolio, Application & Exam Prep | 22 Hours | 2.2 CEU's
Pandemics and Outbreaks: Reducing Risks in Child Care | 5 Hours | .5 CEU's
Engaging Children with Remote Learning | 5 Hours | .5 CEU's
Dispensary Tech I | 30 hours | 3.0 CEU's
Dispensary Tech II | 30 hours | 3.0 CEU's

To determine scholarship or funding opportunities, please indicate your interest when submitting your application form.

CERTIFYING PROFESSIONAL ASSOCIATION/AGENCY:

Maryland State Department of Education (MSDE)

LOCATION of TRAINING:

Online, in partnership with Howard Community College.

ENTRY REQUIREMENTS:

- Students must have: access to a computer, computer literacy skills, a valid email address, and internet access.
- Students may be required to obtain and maintain active CPR certification.
- Students will be required to purchase textbooks for some of the child care courses. Please contact kimberly.govi@garrettcollege.edu to obtain a listing of required textbooks and instructions for purchasing.
- Students are required to have a High School Diploma or equivalent.
- Students must participate in an Orientation and Information Session.
- Students must maintain a 75% average in each class and meet attendance requirements to progress to the next course.

Course Pricing is based on the length of the course selected.

Course Length	MD SR	GC	OOC	OOS
45 Hour Class	\$230	\$250	\$255	\$260
30 Hour Class	\$355	\$365	\$375	\$385
24 Hr Pre Service	\$255	\$265	\$270	\$275
22 Hour Class	\$230	\$250	\$255	\$260
18 Hour Class	\$170	\$185	\$190	\$195
9 Hour Class	\$115	\$125	\$130	\$135
5 Hour Class	\$80	\$90	\$95	\$100
3 Hour Class	\$60	\$65	\$70	\$75
2 Hour Class	\$60	\$65	\$70	\$75



301-387-3084



kimberly.govi@garrettcollege.edu

EMPOWERMENT SKILLS for FAMILY WORKERS



A Human Services Associate provides services to clients who are experiencing some degree of hardship. Empowering a client to make important lifestyle changes that will allow them to change their challenging situation into a more stable and healthier environment for themselves and their loved ones is a daily goal. Most Human Services Associates work helping the client to adjust to difficult situations in life and find improvement through self-sufficiency.

Most Recent Human Services Associate (H.S.A) Class

Back Row: Amy Herbaugh | Grace Jenkins | Jessica Kitzmiller | Neil Bender
Front Row: Amanda Reckart (Instructor) | Donna Cumerlato

This course prepares students for the nationally recognized Family Development Credential.

Garrett College and Garrett County Community Action are partnering together to serve as the FDC State Coordinator for the State of Maryland. This position will serve as the administrator for the FDC Program.

CLASSES TO BE HELD

February 20 - May 14, 2024
Main Campus, McHenry Campus

“I found the FDC course to be very helpful and informative. I think it is beneficial for everyone to take no matter what their position is in the workplace. I really enjoyed the class!”
- Jessica Kitzmiller

“The family Development Class has helped expand my knowledge and skills when working with families in the community. With the lessons and activities practiced in class, I will be able to better serve and assist others using the family development approach.”
- Grace Jenkins

“It will help me in my daily job and the skills I learned will help my social work better. I learned to be more client focused and driven.” - Donna Cumerlato

Call 301-387-3084 or email kimberly.govi@garrettcollege.edu

Garrett College PATHWAYS TO ENTREPRENEURSHIP PROGRAM

Are you considering a career change or exploring a new career path?

Then the new Garrett College Entrepreneurship Program is for you! Hosted in partnership with Carroll College, this program includes 80-hours of online instructor led time covering topics such as business planning, market research, budgeting and accounting, human resources, managing risk, and growth strategies. Participation in an orientation, the Ready-Set-Go course, and a 6-hour Preparation for Pathways course is required prior to enrolling. One-on-one consultation is also included. After completion of the program, students are prepared to sit for the Entrepreneurship and Small Business Certification from Certiport.

In Partnership with Carroll Community College and Garrett College Business Development Centers (SBDC)

Contact Kim Govi for details!

301-387-3084

kimberly.govi@garrettcollege.edu

Ready, Set, GO! Course In Person

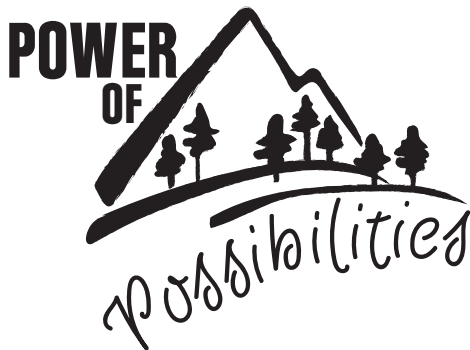
Topics include options for business entities, resources available to start-ups, costs of services needed, licensing and tax considerations, loans and financial resources, marketing strategies, and all the perks and drawbacks that come with the life of an entrepreneur.

Preparation for Pathways to Entrepreneurship Online

Learn the nuts and bolts of becoming an entrepreneur, from business planning to legal business entity formation. Get an overview of the Small Business Development Center (SBDC), its services, and what you can expect entering the business world including the business plan, finance management, funding sources and marketing - your guide to a successful future in the business world. Meet 1-on-1 with a consultant to better understand your business venture and to help you create your individualized content for Pathways to Entrepreneurship as well as provide resources for success.

Pathways to Entrepreneurship Online

Prepare for your venture into entrepreneurship. An entrepreneur is most successful when they are equipped with the knowledge and understanding of the business landscape. Find out everything you need to know to own and operate your own business. Get your business started on a solid foundation with core competencies including business planning, market research, budgeting and accounting, human resources, managing risk, growth strategies and much more. Includes 1-on-1 consultation.



Power of Possibilities (POP) Conference

Garrett College, in partnership with the Garrett County Department of Economic Development, and other regional organizations, is working to help improve economic conditions of rural Appalachia through a new initiative called the Power of Possibilities.

Power of Possibilities (POP) project encompasses a focus on emerging industries, business collaboration, and entrepreneurship to develop and advance the tristate region of Garrett, Allegany, and Washington counties in Maryland, Bedford, and Somerset counties in Pennsylvania, and Hampshire and Mineral counties in West Virginia.

GARRETT COLLEGE CENTER FOR ENTREPRENEURSHIP & INNOVATION

DATE TBD | McHenry

ANNUAL CONFERENCES | RELATED BUSINESS TRAINING | MENTORING OPPORTUNITIES



301-387-3084



kimberly.govi@garrettcollege.edu

Stepping Up to SUPERVISOR

So you've done it!

You have excelled as an individual employee and now it's time to move into a supervisory role. You are excited about your new role and promise to never make the same mistakes that "terrible" bosses have made with you! You have great plans for your new role, but you aren't exactly sure what it is you should be doing or not doing in your position. Nobody said that managing, supervising or leading would be easy, but with the right expectations, tools and skill, you will learn what it takes to be an effective supervisor. Make your move into your new supervisor position smoother and successful. Attend this multi-session training and gain all the skills and insights you need to lead with confidence.

Class meets on April 25 - June 6, 2024,
6 Sessions, Thursdays,
McHenry

Contact Kaitlyn Glotfelty at 301-387-3770 or kaitlyn.glotfelty@garrettcollege.edu for more information.

NONPROFIT MANAGEMENT

Topics will cover:

THE BIG PICTURE: MISSION, VISION & GOALS

Move from mission to action, define essential tools, and set strategic goals.

NONPROFIT ORGANIZATIONAL TOOLS

Conduct effective meetings, implement a communications plan, and understand financial statements.

GRANT WRITING

Set a grant strategy, search for grants, and write effective applications.

BUILDING AN ENGAGED BOARD

Recruit board members, refine onboarding, develop and recognize the board.

This program is offered in partnership
with Hagerstown Community College



Coming May 2024

Contact Kaitlyn Glotfelty at 301-387-3770 or
kaitlyn.glotfelty@garrettcollege.edu
for more information.

OBTAIN YOUR MARYLAND HIGH SCHOOL DIPLOMA

- Classroom instruction offered at multiple locations & times.
- Blended Learning: combining distance, independent learning & classroom instruction.
- With our new partnership through the Judy Center and Head Start program provides childcare and family literacy support.

**DAY & EVENING CLASSES
TAKE PLACE AT THESE
LOCATIONS:**

Southern Outreach Center
14 N. 8th Street, Oakland,
MD 21550

**Career Technology
Training Center**
116 Industrial Drive, Accident,
MD 21520

*Plus other locations based on
need & student enrollment.*

☎ TO REGISTER
(301) 387-3770
kaitlyn.glotfelty@garrettcollege.edu

FLEXIBLE
FAST
FREE CLASSES



WWW.GARRETTCOLLEGE.EDU/GED

@GC.CEWD   



MASTER YOUR *Trade* **& START YOUR CAREER WITH A**
WORKFORCE CERTIFICATION!
CERTIFICATIONS AVAILABLE IN MULTIPLE INDUSTRIES

ALLIED HEALTH & EMERGENCY MEDICAL SERVICES

- Certified Clinical Medical Assistant (CCMA)
- Certified Medical Administrative Assistant (CMAA)
- Certified Phlebotomy Technician (CPT)
- Medical Billing and Coding
- Paramedic (2 Year)
- Paramedic (Accelerated / Hybrid 1 Year)
- Veterinary Assistant



HOSPITALITY & TOURISM

NEW! Culinary Kitchen Cook

MANUFACTURING TECHNOLOGIES

Machining (Manual & CNC)
 Welding

TRANSPORTATION TECHNOLOGIES

CDL, Class A
 CDL, Class B
 Diesel Mechanic
 Hazmat Endorsement Training
 NEW! Marine Mechanic

UNLOCK YOUR POTENTIAL

- Scholarship opportunities available
- Flexible class offerings
- Small class sizes
- Taught by industry trained professionals
- Hands-on learning experience

*Short term training
 for long term careers!*

301-387-3136 | www.garrettcollege.edu/workforce

NONCREDIT REGISTRATION FORM

Mail to: Continuing Education
 687 Mosser Rd. McHenry, MD 21541
 (301) 387-3069 • cewd@garrettcollege.edu

Please print clearly.

Social Security Number: _____

Name: _____
First Middle Last

HOME Street Address: _____

City: _____ State: _____ Zip: _____

Primary Phone #(s): _____

Primary email: _____
for account access

Date of Birth: ____ / ____ / ____ Male Female
MM DD YY

ETHNICITY:

White Hispanic/Latino Asian Black/African American Other

RESIDENCY (choose one):

MD Senior (Age 60+) Garrett County Out-of-County Out-of-State

I certify that the information given on this registration form is correct.

Signature _____ Date _____

GARRETT COLLEGE CONTINUING EDUCATION & WORKFORCE DEVELOPMENT

Course Title	Location	Starting Date/Time	Cost \$
Balance Due:			

Make checks payable to: Garrett College

Thank you for registering! To see updates and more of what we offer, visit www.facebook.com/GC.CEWD.

Please add me to the CEWD Schedule Mailing List



Don't Miss Out

REGISTER NOW!

Continuing Education & Workforce Development registrations will be taken on a first-come, first-served basis. Most courses have registration deadlines, which allows ample time to notify students and instructors, should a course not meet its minimum enrollment. The department recognizes the inconvenience last-minute cancellations cause in the busy lives of our community members.

Please register before the deadlines.

www.garrettcollege.edu/cewd • 301-387-3069

REGISTRATION & FEES

REGISTRATION INFORMATION

Registration for non-credit courses can be completed in person, by phone, by mail, by fax, or online. Persons interested in registering for a course may visit the office, located in room 114 of the Garrett Information Enterprise Center on the McHenry campus of Garrett College. They may also call the main line at (301) 387-3069, or fax a registration form to (301) 387-3096. To register online, visit www.garrettcollege.edu/cewd.

Continuing Education & Workforce Development registrations will be taken on a first-come, first-served basis. Your birthdate is required by the Maryland Higher Education Commission. Payment may be made by mail or in person at our office. We accept VISA, MasterCard, American Express and Discover - please call us at 301-387-3069.

Most courses have registration deadlines, which allows for ample time to notify students and instructors, should a course not meet its minimum enrollment. The department recognizes the inconvenience last-minute cancellations cause in the busy lives of our community members. Please register before the deadlines.

FINANCIAL INFORMATION

Course costs listed include tuition, fees, and out-of-county/out-of-state differentials (where applicable). Costs listed for Maryland Senior Citizens (persons 60 years of age or older) include a tuition waiver (where applicable) and fees. All students are responsible for any materials or texts that may be required for all classes.

REFUND POLICY

Submission of a registration form and tuition and/or fee payment serves as confirmation of registration and results in the student being obligated for the cost of the course. If, for any reason, a student cannot attend the course for which they registered, it is their responsibility to withdraw from the course by calling 301-387-3069 or emailing the Program Coordinator directly. Refunds will be made in full if the student withdraws from a course prior to the registration deadline or closing date. If a student withdraws prior to the second class meeting, they may be eligible for a partial refund, but it is not guaranteed for all courses. There will be no refund after the second class session. Any requests for exemption to this policy must be made in writing and should be submitted to the Dean of Continuing Education & Workforce Development.

FINANCIAL AID

AVAILABLE

to Those Who Qualify!

Garrett College's Continuing Education & Workforce Development division awards over \$100,000 in scholarships annually as a result of funding from Garrett County Commissioners, local agencies, and private donors through the Garrett College Foundation. Full and partial scholarships are available based on the applicant's residency, educational goals and financial need. For best consideration, students are encouraged to apply early! Scholarship applications must be submitted at least three weeks prior to the start of selected program for consideration.

All workforce programs require a \$25 non-refundable application fee which cannot be paid with scholarship funds. The student is also responsible for any program fees, tests, or materials which are not covered by his/her scholarship.

Drop Policy

It is the student's responsibility to withdraw from a course that he/she cannot attend. Please note that failure to attend at least 75% of the course sessions, or failure to complete assigned coursework, may result in the termination of funding; as a result, the student will be charged for the entire cost of the course.

In addition to scholarships, the following agencies may support students, who meet their funding criteria, with tuition/fee assistance:

Western Maryland Consortium: 301-334-8136

**Garrett County Department of Social Services,
Garrett Works Program: 301-533-3000**

**Garrett County Community Action, SNAP
Employment & Training Program: 301-334-9431**

**Maryland Department of Rehabilitative Services
(DORS): 301-777-2119**

**For more information on
scholarships, please call
301-387-3069.**

STAFF DIRECTORY

Doug Beitzel, Program Coordinator
 301-387-3772, doug.beitzel@garrettcollege.edu
 Career Technology & Training Center (CTTC), Accident
 • Allied Health

Donna Bittinger, Assistant Director of Workforce Development
 301-387-3750, donna.bittinger@garrettcollege.edu
 Northern Outreach Center (NOC), Grantsville
 • CDL Class A, CDL Class B, Diesel Mechanics

Sarah Friend, Coordinator of Operations
 301-387-3064, sarah.friend@garrettcollege.edu
 Main Office, McHenry Campus

Kaitlyn Glotfelty, Director of Professional & Community Education
 301-387-3770, kaitlyn.glotfelty@garrettcollege.edu
 Main Office, McHenry Campus
 • ABE/GED, Contract Training, Professional Development

Kim Govi, Coordinator of Professional Education
 301-387-3084, kimberly.govi@garrettcollege.edu
 Main Office, McHenry Campus
 • Child Care, Ed2Go, Contract Training, Professional Development

Erica Hook, Registration Associate
 301-387-3026, erica.hook@garrettcollege.edu
 Main Office, McHenry Campus

Josh Lear, Coordinator of Career & Technical Education
 301-387-3087, josh.lear@garrettcollege.edu
 Career Technology & Training Center (CTTC), Accident
 • Machining, Welding, HVAC & Electrical Apprenticeships, Culinary, Marine Mechanic

Tasha Mongold, Career and Technical Education Specialist
 301-387-3136, tasha.mongold@garrettcollege.edu
 Career Technology & Training Center (CTTC), Accident
 • Vet Assistant

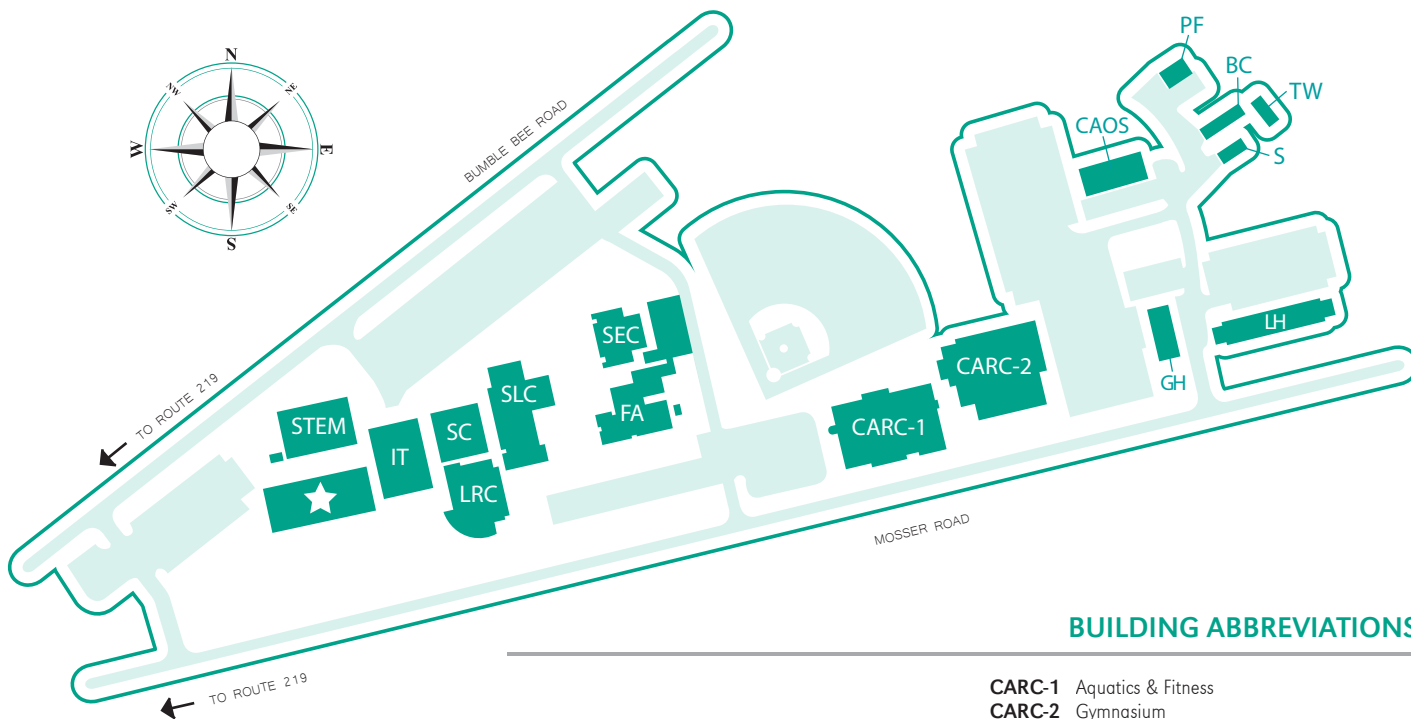
Michael Omms, Operations Associate
 301-387-3088, michael.omms@garrettcollege.edu
 Main Office, McHenry Campus

Matia Vanderbilt, Coordinator of Community Education
 301-387-3781, matia.vanderbilt@garrettcollege.edu
 Southern Outreach Center (SOC) / Main Campus, McHenry
 • Community Education

Julie Yoder, Dean of Continuing Education & Workforce Development
 301-387-3101, julie.yoder@garrettcollege.edu
 Main Office, McHenry Campus

GARRETT COLLEGE CAMPUS MAP

MAIN CAMPUS • 687 Mosser Road
 McHenry, MD 21541

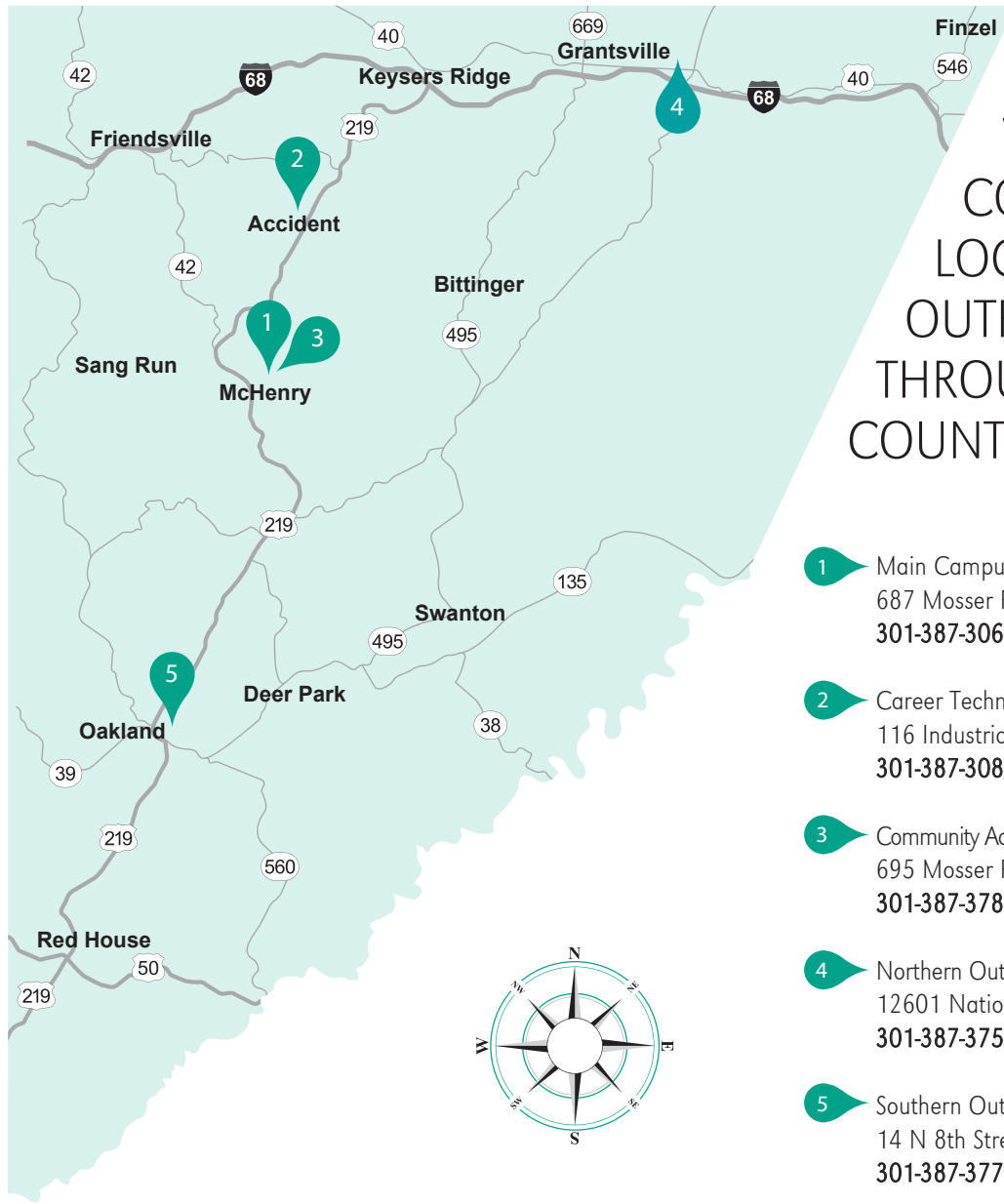


BUILDING ABBREVIATIONS

STEM Science, Technology, Engineering & Math
IT Information Technology
SC Student Center
LRC Learning Resource Center
SLC Shaw Learning Center
FA Fine Arts
SEC Special Events Center

CARC-1 Aquatics & Fitness
CARC-2 Gymnasium
CAOS Center for Adventure & Outdoor Studies
GH Garrett Hall
LH Laker Hall
S Storage
TW Tech Workshop
BC Baseball Clubhouse
PF Baseball / Softball Practice Facility

★
 Continuing Education & Workforce Development
 Garrett Information Enterprise Center



WE ARE
CONVENIENTLY
LOCATED WITH
OUTREACH CENTERS
THROUGHOUT THE
COUNTY:

- 1 Main Campus
687 Mosser Road, McHenry, MD 21541
301-387-3069
- 2 Career Technology Training Center (CTTC)
116 Industrial Drive, Accident, MD 21520
301-387-3087
- 3 Community Aquatic & Recreation Complex (CARC)
695 Mosser Road, McHenry, MD 21541
301-387-3786
- 4 Northern Outreach Center (NOC)
12601 National Pike, Grantsville, MD 21536
301-387-3750
- 5 Southern Outreach Center (SOC)
14 N 8th Street, Oakland, MD 21550
301-387-3770

INCLEMENT WEATHER POLICY

Continuing Education and Workforce Development follows the Garrett College Inclement Weather Policy.

WHEN ARE WEATHER-RELATED DECISIONS MADE?

Because weather and road conditions can change quickly, there is no fixed time by which a decision to delay or close is made. While we attempt to make decisions for all-day closings and delayed openings by 6:30 AM, you should always consider the possibility that the decision may come after that time. Decisions to close early are made based upon information about the conditions, which means that there is no set time that these decisions will be made either; however, the College attempts to have a decision made about closing early by 3:00 PM.

HOW DO I FIND OUT IF THERE IS A DELAY OR CLOSING FOR THE COLLEGE?

The College's weather-line is immediately updated with any information that relates to the altering of the normal schedule.

To reach the GC WEATHER LINE, dial 301-387-3198.

HOW DO I KNOW WHICH LOCATION IS CLOSED?

Announcements made that the College is closed due to weather conditions include all locations: McHenry campus, Northern Outreach Center (Grantsville), Career and Technical Training Center (Accident), and the Southern Outreach Center (Oakland). There may be times when a particular location is delayed or closed for reasons other than weather. The information that is disseminated at that time will specify which location(s) are affected.

Employees, students and the public should not call any college department to find out whether the college is closed or is going to close. We ask that you call the weather-line for closing or delayed opening information. Note: The College will not make an announcement if operating on a regular schedule. If no information has been posted, then the College will be operating as normal.

Garrett College
687 Mosser Road
McHenry, Maryland 21541

Nonprofit Organization
U.S. POSTAGE
PAID
Oakland, MD.
PERMIT NO. 8

