Human Services - Substance Abuse Counseling Degree Program   281-756-3652
(formerly Mental Health/Addiction Counseling)

Degree: Associate of Applied Science (A.A.S.)

Purpose: The Associate of Applied Science Degree curriculum in Human Services-Substance Abuse Counseling provides theory, skills and knowledge used in the field of chemical dependency counseling and in mental health-mental retardation and alcohol and drug abuse. The program prepares the graduate to obtain employment in a variety of human service and mental health settings under the supervision of a professional or rehabilitation training, direct care to clients, probation, corrections, treatment for alcohol and drug dependency and psychiatric care. Students who complete the required courses and practicum will be eligible to take the licensure examination in Texas for Licensed Chemical Dependency counselor (LCDC). Upon completion of the supervised clinical training and passing the LCDC examination and meeting state ethical and legal requirements students will be licensed.

Program requirements: In addition to general requirements for admission to the college, entry into Human Services-Substance Abuse Counseling requires an interview with the Human Service-Substance Abuse Counseling Department.

Associate of Applied Science Degree Program

Course Number	Course Title	Lecture Hours	Lab Hours	Credits
FIRST YEAR				
First Semester				
ENGL 1301	Composition I	3	0	3
PSYC 2301	General Psychology	3	0	3
SCWK 1313	Introduction to Social Work	3	0	3
DAAC 1304	Pharmacology of Addiction	3	0	3
DAAC 1364 or	Practicum Substance Abuse or			
PMHS 1380	Coop Ed I - Psychiatric/Mental Health Services	1	20	3
		13	20	15
Second Semester				
ENGL 1302	Composition II	3	0	3
SOCI 1301	Introductory Sociology	3	0	3
Elective	MENH Elective	3	0	3
DAAC 1311	Counseling Theories	3	0	3
DAAC 1380 **or**	Coop Ed I - Alcohol/Drug Abuse Counseling **or**			
PMHS 1381	Coop Ed II - Psychiatric/Mental Health Services	1	20	3
DAAC 1317	Basic Counseling Skills	3	0	3
		16	20	18
SECOND YEAR				
First Semester				
BIOL 2401 **or**	Anatomy and Physiology **or**			
BIOL 1406	General Biology I	3	3	4
PSYC 2314	Life-Span Growth and Development	3	0	3
DAAC 1309	Assesments and Procedures	3	0	3
DAAC 2341	Counseling Alcohol & Other Drug Addictions	3	0	3
*DAAC 1381 **or**	Coop Ed II-Alcohol/Drug Abuse Counseling **or**			
*PMHS 2380	Coop Ed III-Psychiatric/Mental Health Services	1	20	3
		13	23	16
Second Semester				
DAAC 2307	Addicted Family Intervention	3	0	3
DAAC 2343	Current Issues	3	0	3
DAAC 2354	Dynamics of Group Counseling	3	0	3
DAAC 1305	Co-Occurring Disorders	3	0	3
DAAC 2306	Substance Abuse Prevention	3	0	3
Elective	Visual & Performing Arts/Humanities Core	3	0	3
		18	0	18

*Capstone Course

Total Credits Required for A.A.S. Human Service-Substance Abuse Counseling 67

Human Services - Substance Abuse Counseling Certificate Program

Purpose: The one-year program prepares the student to meet the foundation educational and practicum requirements for licensure eligibility Licensed Chemical Dependency Counselor (LCDC) by the Texas Department of State Health Services.

Program Requirements: In addition to the general requirements for admission to the college, entry into Human Services-Substance Abu Counseling Program requires a personal interview with the Human Services-Substance Abuse Counseling Department Chairman.

Course Number	Course Title	Lecture Hours	Lab Hours	Credits
First Semester				
SCWK 1313	Introduction to Social Work	3	0	3
DAAC 1304	Pharmacology of Addiction	3	0	3
DAAC 1309	Assessment and Procedures	3	0	3
DAAC 2341	Counseling Alcohol and Other Drug Addictions	3	0	3
DAAC 2354	Dynamics of Group Counseling	3	0	3
DAAC 1364 **or**	Practicum Substance Abuse Counseling **or**			
PMHS 1380	Co-Op I - Psychiatric/Mental Health Services	1	20	3
		16	20	18
Second Semester				
DAAC 1311	Counseling Theories	3	0	3
DAAC 2343	Current Issues	3	0	3
DAAC 1305	Co-Occurring Disorders	3	0	3
DAAC 1391	Special Topics in Psychiatric/Mental Health Services	3	0	3
DAAC 2307	Addicted Family Intervention	3	0	3
DAAC 1380 **or**	Coop Ed I - Alcohol/Drug Abuse Counseling **or**			
PMHS 1381	Coop Ed II - Psychiatric/Mental Health Services Technician	1	20	3
		16	20	18

Total Credits Required for Human Service-Substance Abuse Counseling Certificate 36
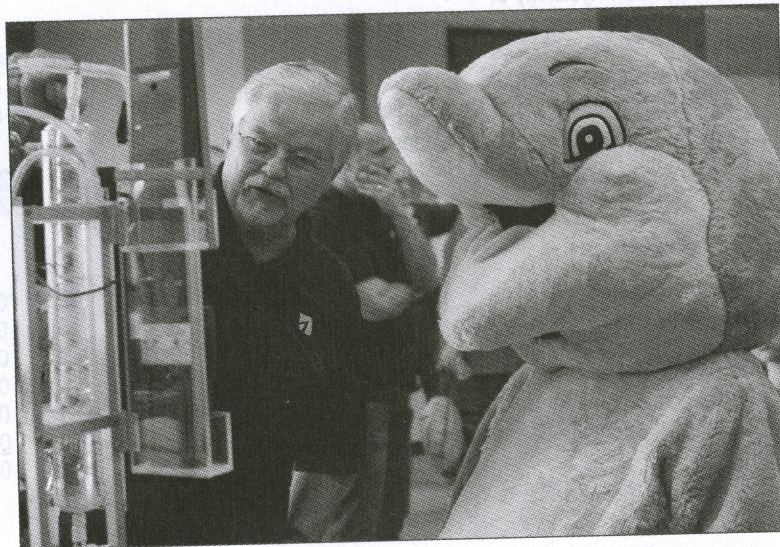
The "official" ACC mascot, Blue, discovers the world of process technology.

2011-12

Industrial Design Technology Degree Program

(formerly Drafting Technology)

Degree: Associate of Applied Science (A.A.S.) – Tech Prep

Purpose: The ACC Industrial Design Technology program provides extensive hands-on training. Courses within the program includes basic principles of engineering drafting and design and advanced specialized training in piping, commercial building and mechanical design. Students may choose a general Industrial Design Technology degree to study the various disciplines that ACC has to offer. Also available are specialization degrees in Industrial Design Technology for piping, commercial building and mechanical design. This well-rounded education provides students with many opportunities and the necessary qualifications as entry-level designers.

Program Requirements: Students of the Industrial Design Technology program require problem solving and critical thinking, manual dexterity, artistic interest, technical drawing skills, craftsmanship, computing skills, self-discipline, and conceptual vision.

Course Number	Course Title	Lecture Hours	Lab Hours	Credits
First Semester				
BCIS 1405	Business Computer Applications	3	3	4
ENTC 2331	Manufacturing Materials	3	3	3
DFTG 1409	Basic Computer-Aided Drafting	2	6	4
MATH 1314	College Algebra	3	0	3
ARTS 1316	Drawing I	3	0	3
		14	12	17
Second Semester				
ENGL 1301	Composition I	3	0	3
TECM 1403	Technical Calculations	2	6	4
DFTG 1405	Technical Drafting	2	6	4
DFTG 2317	Descriptive Geometry	3	3	3
DFTG 2419	Intermediate Computer-Aided Drafting	2	6	4
		12	21	18
Third Semester				
ENTC 1323	Strength of Materials	3	3	3
DFTG 2440	Solid Modeling and Design	2	6	4
DFTG Elective	Drafting Elective	2	6	4
PYSC 1300 **or**	Learning Strategies **or**			
PYSC 2301 **or**	General Psychology **or**			
SOCI 1301	Introductory Sociology	3	0	3
		10	15	14
Fourth Semester				
DFTG Elective	Drafting Elective	2	6	4
*DFTG Elective	Drafting Elective	2	6	4
*DFTG Elective	Drafting Elective	2	6	4
SPCH 1315	Public Speaking	3	0	3
		9	18	15

Total Credits Required for Industrial Design Technology Degree 64

'To obtain a degree of specialization, drafting electives must be replaced with the required courses of that particular specialization.   Drafting Electives Available Unless Previously Completed for general degree: DFTG 1433,1445, 2435 2423, 2428, 2406, 2430, 2445, 2450, 2481, ARCE 1452, ARCE 2452, MCHN 1426.

Industrial Design Technology

STUDENTS INTERESTED IN THE INDUSTRIAL DESIGN TECHNOLOGY DEGREE WITH FOLLOWING SPECIALIZATIONS MUST COMPLETE THE COURSES LISTED IN THAT PARTICULAR DISCIPLINE.

Specialization in Pipe Design

Course Number	Course Title	Lecture Hours	Lab Hours	Credits
ARCE 1452	Structural Drafting	2	6	4
DFTG 2423	Pipe Drafting	2	6	4
DFTG 2430	Civil Drafting	2	6	4
**DFTG 2445	Advanced Pipe Drafting	2	6	4
		8	24	16

Specialization in Commercial Building Design

Course Number	Course Title	Lecture Hours	Lab Hours	Credits
ARCE 1452	Structural Drafting	2	6	4
DFTG 2428	Architectural Drafting-Commercial	2	6	4
DFTG 2430	Civil Drafting	2	6	4
**ARCE 2452	Mechanical and Electrical Systems	2	6	4
		8	24	16

Specialization in Mechanical Design

Course Number	Course Title	Lecture Hours	Lab Hours	Credits
DFTG 1433	Mechanical Drafting	2	6	4
**DFTG 2450	Geometric Dimensioning and Tolerancing	2	6	4
MCHN 1426	Introduction to Computer-Aid Manufacturing (CAM)	2	6	4
**DFTG 2406	Machine Design	2	6	4
		8	24	16

**Capstone Course

Industrial Design Technology Certificate Program

281-756-3784

Purpose: The one-year program prepares the student for entry into the design and drafting occupation.

Program Requirements: A minimum of 34 hours is required for this certificate.

Course Number	Course Title	Lecture Hours	Lab Hours	Credits
First Semester				
BCIS 1405 **or**	Business Computer Applications **or**	2	6	4
COSC 1401	Microcomputer Applications			
ENTC 2331	Manufacturing Materials	3	3	3
DFTG 1405	Technical Drafting	2	6	4
DFTG 1409	Basic Computer-Aided Drafting	2	6	4
		9	21	15
Second Semester				
DFTG 2419	Intermediate Computer-Aided Drafting	2	6	4
*DFTG Elective	Drafting Elective	2	6	4
*DFTG Elective	Drafting Elective	2	6	4
DFTG 2440	Solid Modeling and Design	2	6	4
DFTG 2317	Descriptive Geometry	3	3	3
		11	27	19

Total Credits Required for Industrial Design Technology Certificate...34

*To obtain a certificate of specialization, drafting electives must be replaced with the required courses of that particular specialization.

Drafting Electives Available Unless Previously Completed for general certificate: DFTG 1433, 1445, 2435, 2423, 2428, 2406, 2430, 2445, 2450, 2481, ARCE 1452, ARCE 2452, MCHN 1426.

Students interested in the Industrial Design Technology certificate with following specializations must complete the courses listed in that particular discipline.

Specialization in Pipe Design

Course Number	Course Title	LectureHours	Lab Hours	Credits
DFTG 2423	Pipe Drafting	2	6	4
**DFTG 2445	Advanced Pipe Drafting	2	6	4

Specialization in Commercial Building Design

Course Number	Course Title	LectureHours	Lab Hours	Credits
DFTG 2428	Architectural Drafting-Commercial	2	6	4
ARCE 1452 **or	Structural Drafting **or**	2	6	4
**ARCE 2452	Mechanical and Electrical Systems	2	6	4

Specialization in Mechanical Design

Course Number	Course Title	LectureHours	LabHours	Credits
DFTG 1433	Mechanical Drafting	2	6	4
DFTG 2450 **or	Geometric Dimensioning and Tolerancing **or**	2	6	4
**DFTG 2406	Machine Design	2	6	4

**Capstone Course

Management Development Degree Program

Degree: Associate of Applied Science (A.A.S.) - Tech Prep

Purpose: The management development program prepares individuals for career occupations in the field of general management development. The objective of the program is to develop management skills and allow the student a chance to utilize these skills at an approved work station.

Program Requirements: The management development curriculum contains a core of required courses including nine (9) management/human resources courses, three semesters of cooperative education, general education courses, and a recommended list of electives. **Must contact Department Chair prior to registering for Cooperative Education courses.**

(This degree may be attained completely on-line)

Course Number	Course Title	Lecture Hours	Lab Hours	Credits
First Semester				
BMGT 1327	Principles of Management	3	0	3
BMGT 1382	Cooperative Education - Business Administration & Management, General I	1	20	3
BMGT 2303	Problem Solving & Decision Making	3	0	3
ENGL 1301	Composition I	3	0	3
Elective**	College Level	3	0	3
		13	20	15
Second Semester				
HRPO 1311	Human Relations	3	0	3
BMGT 2382	Cooperative Education-Business Administration and Management, General II	1	20	3
MATH 1314 **or**	College Algebra **or**	3	0	3
MATH 1333	Contemporary Mathematics for Tech			
MRKG 1311	Principles of Marketing	3	0	3
Elective**	College Level	3	0	3
		13	20	15
Third Semester				
BUSG 2309	Small Business Management	3	0	3
HRPO 2307	Organizational Behavior	3	0	3
BMGT 2383*	Cooperative Education-Business Administration and Management, General III	1	20	3
HRPO 1391 **or**	Special Topics in Human Resource Management **or**	3	0	3
MRKG 2333	Principles of Selling			
SOCI 1301 **or**	Introductory Sociology **or**	3	0	3
ECON 2301	Principles of Economics I			
HIST 1301	The United States to 1877	3	0	3
		16	20	18
Fourth Semester				
HRPO 2301	Human Resources Management	3	0	3
MRKG 1301	Services Marketing/Management	3	0	3
BCIS 1405 **or**	Business Computer Applications **or**	3	3	4
COSC 1401	Microcomputer Applications			
GOVT 2301	American National & State Government I	3	0	3
Elective**	Visual & Performing Arts/Humanities Core	3	0	3
		15		16

*Capstone Course
**Recommended list of electives: HIST 1301, GOVT 2302, ENGL 1302, MATH 1324, Natural Sciences - 6 hours

Total Credits Required for A.A.S. Management Development Degree..64

Management Development Certificate Program

Purpose: The one-year Certificate in Management Development prepares the student for full-time employment in the field of management. The basic objective of the program is to develop management skills and allow the student a chance to utilize these skills at an approved work station.

Program Requirement: A certificate student takes 12 hours of management courses and 3 hours of cooperative education in the first semester. In the second semester, the certificate student takes another cooperative education, and twelve hours of management/human resources and marketing courses. **Must contact Department Chair prior to registering for Cooperative Education courses.**

(This degree may be attained completely on-line.)

Course Number	Course Title	Lecture Hours	Lab Hours	Credits
First Semester				
BMGT 1327	Principles of Management	3	0	3
BMGT 1382	Cooperative Education I-Business Administration & Management	1	20	3
BMGT 2303	Problem Solving & Decision Making	3	0	3
BUSG 2309	Small Business Management	3	0	3
MRKG 1311	Principles of Marketing	3	0	3
		13	20	15
Second Semester				
*BMGT 2382	Cooperative Education II-Business Admin & Mgmt	1	20	3
HRPO 1311	Human Relations	3	0	3
HRPO 1391	Special Topics in Human Resource Management	3	0	3
HRPO 2301	Human Resource Management	3	0	3
MRKG 1301	Services Marketing/Management	3	0	3
		13	20	15

*Capstone Course

Total Credits Required for Management Development Certificate..30
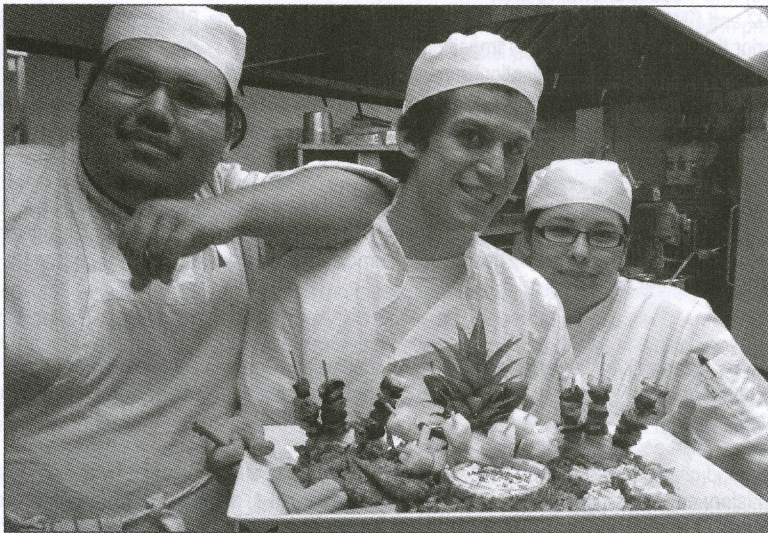
Top notch culinary arts students display their tropical treat.

Nursing Degree Program

Degree: Associate in Applied Science (A.A.S.)

Purpose: The program seeks to prepare graduates who are critical thinkers and competent practitioners. As Associate Degree Nursing (ADN graduates, they will practice within the defined roles and competencies of the Associate Degree nurse. In response to community and societal need they will be prepared to care for individuals and families in structured settings. Courses are presented according to their content and effectivenes toward successful fulfillment of state board competencies.

At the successful completion of a minimum of two (2) academic years and all program requirements, the graduate is qualified to make application write the National Council Licensure Exam for Registered Nurses (NCLEX-RN).

The program is approved by the Texas Board of Nursing (BON) and accredited by the National League for Nursing Accrediting Commission (NLNAC The mission of the BON is to protect and promote the welfare of the people of Texas by ensuring that each person holding a license as a nurse the State of Texas is competent to practice safely. The NLNAC is recognized by the U.S. Department of Education as the national accrediting boo for all types of nursing education programs.

Texas Board of Nursing (BON)
333 Guadalupe #3-460
Austin, TX 78701
512-305-7400
www.bon.state.tx.us

NLNAC
3343 Peachtree Road NE, Suite 500
Atlanta, GA 30326
404-975-5000
www.nlnac.org

A person who has been convicted of or received deferred adjudication for anything other than a minor traffic violation, has been diagnosed with mental illness or has a history of substance abuse, should contact the Texas Board of Nursing for licensure eligibility criteria. Individuals with felonies are ineligible admission to the the ADN Program.

Admission Requirements:
A new class begins each fall and spring semester. Application periods are from January until March for fall admission and September to mid-October spring admission. Applications are available from the ADN department or www.alvincollege.edu during the application period. Qualified applicants are admitte according to space available. To be considered for admission to the Associate Degree Nursing (ADN) Program, the applicant must:
1. Be fully admitted to Alvin Community College.
2. Submit an ADN application to the ADN department during the application period.
3. Submit, at the time of application, proof to the ADN department of having met the following minimum admission standards:
   a. Combined English and Reading score of 38 or higher on the ACT or 460 on the Critical Reading section of the SAT test. No exemptions. Score must be from tests administered no earlier than 1996.
   b. TSI (Texas Success Initiative) requirement satisfied as determined by ACC's testing and placement policies. Transfer students must meet the transfer institution's TSI requirements if not enrolled at ACC.
   c. Cumulative GPA of 2.5 or better in nursing and nursing curriculum courses.
   d. The Hepatitis B series must at least be started upon application. Series must be completed by the start date of the program.
4. Attend one of the mandatory ADN Applicant meetings discussing specific program policies and requirements held during the application period. No academic course with a grade
5. Submit to both the ADN office and ACC Registrar's office official transcripts from all colleges/universities attended. No academic course with a grade below C is accepted for transfer credit in the ADN program. Academic courses include composition/written communication, social/behavioral/ biological sciences, humanities, and visual/performing arts.
6. Complete BIOL 2401, BIOL 2402 and ENGL 1301 prior to start of the 2 year ADN program or BIOL 2401, BIOL 2402, BIOL 2420, ENGL 1301, PSYC 2301, and PSYC 2314 prior the start of the LVN-ADN transition program.
7. Students are ineligible for admission if at the time of application transcripts reflect more than one (1) D or F in a nursing or nursing curriculum science course (BIOL 2401, 2402, and 2420) taken in the past five years. The student is ineligible even if the course is repeated and the student earns an A B, or C in the subsequent attempt.

Selection for Admission
Admission to the program is competitive. Ranking criteria include the number of required courses completed in the ADN curriculum plan, GPA in those course and standardized test reading scores (ACT- English and Reading or SAT- Critical Reading). Additional consideration is given to applicants who 1) complete coursework without repeating courses within the last five years, 2) completed curriculum coursework at ACC, 3) earned a Bachelors or higher degree from an accredited college or university, 4) reside in the College district.

Program information:
1. BIOL 2401, 2402, and 2420 must be taken within five years at the time of application. Courses completed more than five years prior to the time the student is accepted must be repeated or the student may demonstrate competency through a written examination. Contact the ADN department for information about the examination.
2. Requirements to be completed after initial acceptance and before the start of the program include:
   a. Satisfactory criminal background check as determined by the requirements of clinical affiliates and by the eligibility criteria established by the BON. A person with a criminal history may be eligible to be considered for admission if 1) the ADN clinical affiliates permit the person to practice in their agency and 2) the Texas Board of Nursing indicates in a letter that a "Declaratory Order" was received and the individual is eligible to apply to take the licensure examination. The BON website, www.bon.state.tx.us, contains eligibility questions and the petition for the declaratory order. Individuals with felonies are ineligible for admission to the Alvin ADN program.
   b. CPR Certification American Heart Association class "C" for Health Care Providers
   c. Physical examination (form provided by the department)
   d. Up-to-date immunizations as required by the Texas Department of Health (measles, mumps, rubella, tetanus, diphtheria, pertussus, varicella, hepatitis "B" series of 3 immunizations)

2011-12

e. Negative tuberculin screen (yearly)
f. Negative drug test.
g. Purchase of a school uniform and lab supplies
h. Purchase of an I-pod touch or smart phone if the student does not have one already. The device enables access to medical and nursing information when the student is at clinical sites.

3. Each student is required to pay for standardized, computerized tests that are administered throughout the program.
4. Students attend various clinical sites in the Houston/Galveston region throughout the program. Clinical times/days vary each semester and include weekend and evening hours.

Transfer of Nursing Credits:
1. Courses accepted for transfer must be similar in content and credit to the ACC course(s).
2. No grade below a "B" in any nursing course is accepted for transfer.
3. Students must demonstrate competency through an examination in nursing content for courses without a clinical component that were completed more than three (3) years prior to the time of application..
4. Transfer applicants who, in the last 3 years, were enrolled in a professional nursing program and attempted/completed nursing course(s) with clinical component(s), must:
   a. meet the criteria for admission to the ADN program at ACC;
   b. have a written recommendation from the Dean/Director of their previous nursing program;
   c. demonstrate competency in previously completed nursing courses prior to admission through a written examination and a clinical skills competency demonstration. The tests will be administered once per semester and evaluated by a faculty review committee. Contact the department for test dates.

Readmission of Former ACC ADN Students:
A student not enrolled in a nursing course for one (1) or more semesters (excluding summer), for any reason, is termed a withdrawal from the ADN Program and must apply for readmission.
1. A student who has withdrawn from the ADN program and wishes to re-enter must submit a new application at least eight (8) weeks prior to the requested date of readmission. Students wishing to re-enter the first semester must reapply during the program application period in the spring and be ranked with that applicant pool.
2. Evidence of competency in previously completed nursing courses will be required prior to readmission. This will be accomplished through an examination and a clinical skills competency demonstration. Tests will be administered once per semester and evaluated by a faculty review committee. Contact the department for test dates.
3. Re-entering students must abide by the current admission, curriculum and program requirements of the department.
4. Students are readmitted on a space available basis.
5. Following a second (2nd) withdrawal from the program, a student will not be readmitted. Students may petition for re-admission when a withdrawal occurs because of a catastrophic event. The student must have had a passing grade in the RNSG course at the time of withdrawal. Petition will be considered by a faculty review committee.
6. The department reserves the right to deny readmission to a student who discontinued the program due to academic dishonesty or exhibited unsafe and/or unprofessional behavior in clinical. The decision to deny or accept readmission will be made by a faculty review committee.
7. Students who are unsuccessful in the ADN program and subsequently complete a vocational nursing program are eligible to apply to the LVN-ADN Transition track. Eligibility penalties for the "D's, F's or W's" earned in nursing courses while previously enrolled in the ADN. program are eliminated for these students.

Progression Policies:
1. Students will abide by the current ADN admission, curriculum and program requirements at the time they are admitted or readmitted to the Associate Degree Nursing Program.
2. Once a student has enrolled in the ADN Program, all nursing courses and related courses must be completed in proper sequence as shown in the catalog and degree plan. The program must be completed within five (5) years of the initial acceptance.
3. No grade below a C in nursing curriculum science and nursing courses will be acceptable for progression.
4. In order to receive a grade of C, a minimum grade of 75% must be attained in each nursing course.
5. Once enrolled in the ADN program, a student who receives a D, F, or W in a nursing course or drops a nursing course, must, if eligible, re-enroll in that course before enrolling in a subsequent nursing course.
6. A student who withdraws from a nursing course with a related clinical component must withdraw from the corresponding course.
7. A student who receives a grade of D or F in a nursing course with a related clinical component will be assigned the grade of "R" in the corresponding course. The student must, if eligible, re-enroll in both the theory and clinical sections of that course. Each semester's co-requisite RNSG courses must be completed with a minimum grade of C in order to progress.
8. A student must achieve an overall GPA of 2.0 in all courses in the nursing curriculum in order to progress to the next nursing course.
9. Once enrolled in the ADN program, it is expected that enrollment is continuous. Students with a break in enrollment must apply for readmission. A break in enrollment includes: 1) Receipt of a grade of D, F, or W in a nursing course requiring a repeat of the course, 2) Withdrawal from a nursing course with a clinical component, and 3) Non-enrollment in a nursing course for one (1) or more semesters (excluding summer).
10. A student will be readmitted only once to the program. Following a second D, F, or break in enrollment during the program, a student is ineligible for readmission. Students may petition for re-admission when a withdrawal from an RNSG course occurs due to a catastrophic event. The student must have had a passing grade in the RNSG course at the time of withdrawal. Petition will be considered by a faculty review committee.
11. Consideration for readmission will be on an individual basis and as space permits. A student not enrolled in a nursing course for one or more semesters (excluding summer) will be required to demonstrate competency in previously completed nursing courses prior to readmission. Refer to section "Readmission of Former ACC/ADN Students".
12. A student will be terminated from the ADN Program if they have received more than one (1) D or F in a nursing course, and/or in BIOL 2401, BIOL 2402 and/or BIOL 2420. This includes courses which have been repeated and a passing grade (A, B or C) received in a subsequent attempt, regardless of the college or university where the initial grade (D or F) was received. The student is ineligible even if the course is repeated and the student earns an A, B, or C in the subsequent attempt.
13. Co-Requisite courses must be completed for a student to progress to the next semester.

Associate in Applied Science Nursing Degree Program

281-756-5630

Course Number	Course Title	Lecture Hours	Lab Hours	Credits
Prerequisite Courses				
ENGL 1301	Composition I	3	0	3
BIOL 2401	Anatomy & Physiology I	3	3	4
BIOL 2402	Anatomy & Physiology II	3	3	4
		9	6	11
Semester One				
RNSG 1215*	Health Assessment	1	2	2
RNSG 1108*	Dosage Calculations for Nursing	1	0	1
RNSG 1513	Foundations for Nursing Practice	4	3	5
RNSG 1260	Clinical: Foundations for Nursing Practice	0	6	2
PSYC 2314*	Life-Span Growth & Development	3	0	3
		9	11	13
Semester Two				
RNSG 1441	Common Concepts of Adult Health	3	2	4
RNSG 1561	Clinical: Common Concepts of Adult Health	0	15	5
PSYC 2301*	General Psychology	3	0	3
		6	17	12
Summer ***				
BIOL 2420*	Microbiology	3	3	4
RNSG 2213	Mental Health Nursing	2	0	2
RNSG 1162	Clinical: Mental Health Nursing	0	3	1
		5	6	7
Semester Three				
RNSG 1512**	Nursing Care of Childbearing & Childrearing Family	4	2	5
RNSG 2121	Management of Client Care	1	0	1
RNSG 2463**	Clinical: Nursing Care of Childbearing & Childrearing Family	0	12	4
Elective*	Visual and Performing Arts / Humanities	3	0	3
		8	14	13
Semester Four				
RNSG 1246	Legal and Ethical Issues for Nurses	2	0	2
RNSG 1443**	Complex Concepts of Adult Health	3	2	4
RNSG 2563**	Clinical: Complex Concepts of Adult Health	0	15	5
ENGL 1302*	Composition II	3	0	3
		8	17	14

Total Credits Required for A.A.S. Nursing 70

*   May be taken prior to admission to the ADN program.

** RNSG 1443 / 2563 and RNSG 1512 / 2463 are taught both Fall and Spring semesters. Students may be assigned to 1443 / 2563 in either the Fall or Spring semester.

*** Summer courses are taken after semester one for spring admits.

Nursing Transition (LVN-to-ADN) Program

Degree: Associate in Applied Science (A.A.S.) - Tech Prep

Purpose: The transition program is to provide a pathway from Licensed Vocational Nurse (LVN) to Associate Degree Nursing (ADN). The program seeks to prepare graduates who are critical thinkers and competent practitioners. As Associate Degree Nursing graduates, they will practice within the defined roles and competencies of the Associate Degree nurse. In response to community and societal needs, they will be prepared to care for individuals and families in structured settings. Courses are presented according to their content and effectiveness toward successful fulfillment of state board competencies.

Upon successful completion of the program, the graduate is eligible to make application to write the National Council Licensure Examination for Registered Nurses (NCLEX-RN).

Program Requirements: A new class will begin in May each year. Qualified applicants will be admitted according to space available. To be considered for admission to the Transition Pathway of the Associate Degree Nursing Program, the applicant must:

1. Apply to Alvin Community College and fulfill the admission requirements of the college.
2. Apply to the ADN Program and meet admission and program requirements for that program.
3. Hold a license to practice vocational nursing in the State of Texas or be scheduled to graduate from the ACC/VN program.
4. Have recent work experience, preferably in an acute care setting, as a licensed vocational nurse, or:
   a. scheduled to graduate from the ACC/VN program.
   b. graduated within one year from a state approved vocational nursing program.
5. Complete prerequisite courses before the start of the nursing program.
6. Have a cumulative GPA of 2.5 or better.

To progress beyond the summer semester, ACC/VN graduates must pass the NCLEX-VN examination.

Course Number	Course Title	Lecture Hours	Lab Hours	Credits
Prerequisite Courses (Must be completed prior to enrollment in RNSG 1262 and RNSG 1417)				
ENGL 1301	Composition I	3	0	3
PSYC 2301	General Psychology	3	0	3
PSYC 2314	Life-Span Growth & Development	3	0	3
BIOL 2401	Anatomy & Physiology I	3	3	4
BIOL 2402	Anatomy & Physiology II	3	3	4
BIOL 2420	Microbiology	3	3	4
		18	9	21
3 Week Mini Semester (May)				
RNSG 1215*	Health Assessment	1	2	2
		1	2	2
Summer Semester				
RNSG 1262	Clinical Nursing: Concepts of Nurse Practice for Articulating Students	2	6	2
RNSG 1417	Concepts of Nursing Practice I for Articulating	3	2	4
Credit for Prior Learning	RNSG 1513	4	3	5
	RNSG 1441	3	2	4
	RNSG 1561	0	15	5
		12	28	20
Fall Semester				
RNSG 1246	Legal Ethical Issues for Nurses	2	0	2
RNSG 1443**	Complex Concepts of Adult Health	3	2	4
RNSG 2563**	Clinical Nursing: Complex Concepts of Adult	0	15	5
ENGL 1302*	Composition II	3	0	3
		8	17	14
Spring Semester				
RNSG 1512**	Nursing Care of the Childbearing and Childrearing Family	4	2	5
RNSG 2121	Management of Client Care	1	0	1
RNSG 2463**	Clinical Nursing: Nursing Care of the Childbearing and Childrearing Family	0	12	4
ELEC	Visual and Performing Art / Humanities	3	0	3
		8	14	13

Total Credits Required for A.A.S. Nursing 70

Note: Lecture, lab and clinical hours are the number of contact hours-per-week

* May be taken prior to admission to the ADN program.

** RNSG 1443 / 2563 and RNSG 1512 / 2463 are taught both Fall and Spring semesters. Students may be assigned to 1443 / 2563 in either the Fall or Spring semester.

Vocational Nursing Certificate Program

281-756-5630

Purpose: The purpose of the ACC Vocational Nursing program is to provide an approved educational curriculum designed to prepare the vocational nurse to function as a vital member of the health care team. The vocational nurse gives nursing care to patients in varied situations under the supervision of a registered nurse and/or physician. Graduates are eligible to write the National Counsel of State Boards of Nursing Licensure Exam for Practical Nurses (NCLEX-PN). Those passing this examination will be licensed to practice as a Licensed Vocational Nurse (LVN) in the State of Texas.

Accreditation: The program is accredited by the Texas Board of Nursing and the Texas Higher Education Coordinating Board.

Admission Requirements: A new class begins each Summer Session I. Enrollment is limited to 50 qualified applicants per class. To be eligible for admission to the program, each applicant must:

1. be a high school graduate or hold a certificate of equivalency (GED);
2. meet all College admission requirements;
3. submit an application with ACT or SAT scores to the Vocational Nursing department. Minimum acceptable scores are a reading, English and composite ACT score of 18, or a combined SAT score of 860 (writing portion is not counted). Scores must be since 1996.
4. attend an information meeting with the chairperson of Vocational Nursing before registration;
5. If accepted into the LVN program, provide documentation of: (1) a physical examination which includes tuberculosis screening, and immunization updates in accordance with the department's immunization guidelines; and (2) current certification in American Heart Association Class "C" CPR for Healthcare Providers.
6. Individuals that have been convicted of a felony may not be licensed in the State of Texas.
7. Deadline for 2012 class applications is December 12, 2011.

Program Requirements:

1. Expenses for the entire program are approximately $4,000 ($5,200 for students living out-of-district). This includes ACT/SAT test fee, CPR certification requirement, all tuition and fees, malpractice insurance, books, miscellaneous supplies, uniforms, and costs related to graduation and licensure. Additional costs of health insurance and transportation are the student's responsibility.
2. A passing average of at least 75 must be attained in every course. In courses that have both a lecture and a clinical component, the student must maintain at least a 75 average in each component. An average below 75 will constitute grounds for student withdrawal from the program.
3. Maximum allowable absences is three (3) per course. Tardiness is defined as more than 15 minutes past the scheduled class/clinical hour. Three (3) tardies equals one absence. Excessive absences or chronic tardiness will constitute a failing grade in that course.
4. The Vocational Nursing department reserves the right to at any time request the withdrawal or dismissal of any student whose attendance, conduct, personal qualities or abilities, and/or scholastic records (clinical or academic proficiency) indicate that it would be inadvisable for the student to continue in the program.
5. Re-entry students will be admitted only as space permits, and must fulfill current admission criteria, including current physical examination, current CPR certification, and current CDC instruction. Students will be allowed to re-enter the program one time only. Students who withdraw and later wish to re-enroll must reapply within one year from the date of withdrawal in order to finish the curriculum.
6. Transfer students from programs other than Alvin Community College are not accepted. New students must apply during the application period even if they have been in another nursing program previously. Courses will be evaluated for transfer on an individual basis. Nursing courses older than 2 years old will not be considered for transfer credit.

Course Number	Course Title	Lecture Hours	Lab Hours	Credits
First Semester - Summer 11 Week				
VNSG 1122	Vocational Nursing Concepts	1	0	1
VNSG 1160	Clinical - Practical Nurse I	0	5	1
VNSG 1227	Essentials of Medication Administration	1	2	2
VNSG 1420	Anatomy & Physiology for Allied Health	4	0	4
VNSG 1423	Basic Nursing Skills	3	4	4
		9	11	12
Second Semester - Fall				
VNSG 1329	Medical-Surgical Nursing I	3	0	3
VNSG 1331	Pharmacology	3	0	3
VNSG 1332	Medical-Surgical Nursing II	3	0	3
VNSG 1660	Clinical - Practical Nurse II	0	24	6
		9	24	15
Third Semester - Spring				
VNSG 1219	Professional Development	2	0	2
VNSG 1226	Geriatrics	2	0	2
VNSG 1230	Maternal-Neonatal Nursing	2	0	2
VNSG 1234	Pediatrics	2	0	2
VNSG 1301	Mental Health & Mental Illness	3	0	3
VNSG 1661	Clinical - Practical Nurse III	0	24	6
		11	24	17

Total Credits Required for Vocational Nursing Certificate 44

Office Administration – Administrative Assistant Degree 281-756-3811
(formerly Business Technology)

Degree: Associate of Applied Science (A.A.S.) - Tech Prep

Purpose: The Associate of Applied Science Degree curriculum in Office Administration offers courses which prepare the student for employment in the business office. It is designed for those seeking first employment and for those currently employed who are seeking promotion.

Program Requirements: The two-year curriculum in Office Administration provides instruction in areas required for competence as an administrative assistant in an office environment. The student will gain at least eight months work experience related to this field. Upon satisfactory completion of the two-year curriculum, the student will be awarded the Associate in Applied Science Degree in Office Administration.

Associate of Applied Science Degree Program

Course Number	Course Title	Lecture Hours	Lab Hours	Credits
First Semester				
POFT 1429	Beginning Keyboarding II (Word)	3	3	4
POFT 1425	Business Math and Machine Applications (Excel)	3	3	4
ACNT 1303	Introduction to Accounting (QuickBooks)	3	1	3
POFT 1419	Records Management I (Access)	3	3	4
		12	10	15
Second Semester				
POFT 2401	Intermediate Keyboarding (Word)	3	3	4
POFI 1401	Computer Applications I			
	(Word, Excel, Access, PwrPt, Outlook)	3	3	4
POFT 1301	Business English (Word)	2	3	3
POFT 1309	Administrative Office Procedures I (Word)		3	3
POFT 1382	Co-Op-General Office Occupations & Clerical Services	1	20	3
		11	32	17
Third Semester				
POFI 2401	Word Processing (Word)	3	3	4
POFI 1449	Spreadsheets (Excel)	3	3	4
Emphasis Elective (choose 1)	HITT 1305 Medical Terminology **or**			
	POFL 1305 Legal Terminology **or**			
	ACNT 1311 Intro to Computerized Acct (QuickBooks)	2	3	3
Emphasis Elective (choose 1)	POFM 1317 Medical Administrative Support (Medisoft) **or**			
	POFL 2301 Legal Document Processing **or**			
	POFI 2331 Desktop Publishing	2	3	3
*POFT 2382	Co-Op-General Office Occupations & Clerical Services	1	20	3
		11	32	17
Fourth Semester				
SPCH 1318	Interpersonal Communications	3	0	3
MATH 1333 **or** 1314	Contemporary Math for Tech **or** College Algebra	3	0	3
ENGL 1301	Composition I	3		3
PSYC 1300 **or**	Learning Strategies **or**			
Elective	Social & Behavioral Science Core Curriculum	3	0	3
Elective	Humanities/Visual & Performing Arts Core Curriculum	3	0	3
		15	0	15

*Capstone

Total Credits Required for AAS Office Administration-Administrative Assistant 64

Medical Emphasis: HITT 1305 Medical Terminology I and POFM 1302 Medical Administrative Support.

Legal Emphasis: POFL 1305 Legal Terminology and POFL 2301 Legal Document Processing.

Generalist Emphasis: ACNT 1311 Introduction to Computerized Accounting and POFI 2331 Desktop Publishing.

Office Administration – Office Assistant Certificate Program

Course Number	Course Title	Lecture Hours	Lab Hours	Credits
First Semester				
POFT 1429	Beginning Keyboarding II (Word)	3	3	4
POFT 1425	Business Math and Machine Applications (Excel)	3	3	4
ACNT 1303	Introduction to Accounting (QuickBooks)	3	1	3
POFT 1419	Records Management I (Access)	3	3	4
		12	10	15
Second Semester				
POFT 2401	Intermediate Keyboarding (Word)	3	3	4
POFI 1401	Computer Applications I			
	(Word, Excel, Access, PwrPt, Outlook)	3	3	4
POFT 1301	Business English (Word)	2	3	3
POFT 1309	Administrative Office Procedures I (Word)	2	3	3
*POFT 1382	Co-Op-General Office Occupations & Clerical Services	1	20	3
		11	32	17

*Capstone
Total Credits Required for Office Assistant Certificate Program 32

Office Administration – Administrative Support Certificate Program

Course Number	Course Title	Lecture Hours	Lab Hours	Credits
First Semester				
POFT 1429	Beginning Keyboarding II (Word)	3	3	4
POFT 1425	Business Math and Machine Applications (Excel)	3	3	4
ACNT 1303	Introduction to Accounting (QuickBooks)	3	1	3
POFT 1419	Records Management I (Access)	3	3	4
		12	10	15
Second Semester				
POFT 2401	Intermediate Keyboarding (Word)	3	3	4
POFI 1401	Computer Applications I			
	(Word, Excel, Access, PwrPt, Outlook)	3	3	4
POFT 1301	Business English (Word)	2	3	3
POFT 1309	Administrative Office Procedures I (Word)	2	3	3
POFT 1382	Co-Op- General Office Occupations & Clerical Services	1	20	3
		11	32	17
Third Semester				
POFI 2401	Word Processing (Word)	3	3	4
POFI 1449	Spreadsheets (Excel)	3	3	4
Emphasis Elective (choose 1)	HITT 1305 Medical Terminology **or**			
	POFL 1305 Legal Terminology or			
	ACNT 1311 Intro to Computerized Acct (QuickBooks)	2	3	3
Emphasis Elective (choose 1)	POFM 1317 Medical Administrative Support (Medisoft) **or**			
	POFL 2301 Legal Document Processing **or**			
	POFI 2331 Desktop Publishing	2	3	3
*POFT 2382	Co-Op-General Office Occupations & Clerical Services	1	20	3
		11	32	17

*Capstone
Total Credits Required for Administrative Support Certificate Program 49

Paralegal Degree Program

Degree: Associate of Applied Science - Tech Prep

Purpose: The Associate of Applied Science Degree for Paralegal is designed to prepare the successful student for a career as a Paralegal. In this program, the student gains knowledge of legal and court procedures in rendering a variety of legal services, including research, case management, drafting of documents, client interviews, and law firm operations. The need for persons to assist the legal profession has expanded greatly with population increases and the growing demand for legal services. The qualified Paralegal may find employment with law firms or industry, including banks, title companies, insurance firms, and governmental agencies.

Program Requirements: Attorneys generally set high standards of character and education for Paralegals. Paralegals must be responsible and mature individuals thoroughly conversant in legal terminology and procedures. The curriculum consists of Paralegal courses, plus a two semester co-op (internship). An internship provides the opportunity for students to make a practical application of their classroom education. <u>Courses for the Paralegal Program do not need to be taken in the order shown in this catalog. Please use semester schedules as a guideline and/or contact the department chair for assistance.</u>

Associate of Applied Science Degree Program

Course Number	Course Title	Lecture Hours	Lab Hours	Credits
FIRST YEAR				
First Semester				
ENGL 1301	Composition I	3	0	3
LGLA 1301	Legal Research & Writing (Fall Only)	3	0	3
LGLA 1311	Introduction to Law	3	0	3
LGLA 2303	Torts and Personal Injury (Fall Only)	3	0	3
PSYC 1300	Learning Strategies	3	0	3
		15	0	15
Second Semester				
LGLA 1353	Wills, Trust and Probate Administration (Fall Only)	3	0	3
LGLA 1355	Family Law (Spring Only)	3	0	3
POFT 1329	Keyboarding & Document Formatting	3	0	3
MATH 1314 **or**	College Algebra **or**	3	0	3
MATH 1333 **or**	Contemporary Mathematics for Tech **or**			
Natural Science	Natural Science			
POFI 1301	Computer Applications 1	3	1	3
ELECTIVE	Visual and Performing Arts or Humanities	3	0	3
		18	1	18
SECOND YEAR				
First Semester				
ENGL 1302	Composition II	3	0	3
LGLA 1342	Federal Civil Litigation (Fall Only)	3	0	3
*LGLA 1380	Cooperative Ed - Paralegal	1	20	3
LGLA 2305	Interviewing and Investigating	3	0	3
LGLA 2313	Criminal Law & Procedure (Spring Only)	3	0	3
LGLA 1343	Bankruptcy	3	0	3
		16	20	18
Second Semester				
LGLA 1344	Texas Civil Litigation (Spring Only)	3	0	3
LGLA 1351	Contracts	3	0	3
LGLA 2311	Business Organizations	3	0	3
LGLA 2323	Intellectual Property	3	0	3
*LGLA 2381	Cooperative Ed - Paralegal	1	20	3
SPCH 1318	Interpersonal Communication	3	0	3
		16	20	18

Total Credits Required for A.A.S. Paralegal 69

*Capstone Course. If a student registers for a co-op course (internship), the student must have a co-op site arranged prior to the first day of the semester class.

Paralegal

Paralegal Certificate Program

The Paralegal Certificate program is a great option for individuals who have significant office, computer and communication skills and/or an associate or four year degree from an accredited college or university. If student does not have a two or four year degree, department approval is required to pursue the certificate program; please contact the department chair at 281-756-3642.

Course Number	Course Title	Lecture Hours	Lab Hours	Credits
FIRST YEAR				
First Semester				
LGLA 1301	Legal Research & Writing (Fall Only)	3	0	3
LGLA 2303	Torts and Personal Injury (Fall Only)	3	0	3
LGLA 1342	Federal Civil Litigation (Fall Only)	3	0	3
LGLA 1353	Wills, Trust, and Probate Administration (Fall Only)	3	0	3
		12	0	12
Second Semester				
LGLA 1344	Texas Civil Litigation (Spring Only)	3	0	3
LGLA 2311	Business Organizations	3	0	3
*LGLA 1380	Cooperative Ed - Paralegal	1	20	3
LGLA 2313	Criminal Law & Procedure (Spring Only)	3	0	3
LGLA 1355	Family Law (Spring Only)	3	0	3
		13	20	15
Third Semester				
**ELECTIVE	LGLA Elective	3	0	3
LGLA 2305	Interviewing & Investigating	3	0	3
*LGLA 2381	Cooperative Ed - Paralegal	1	20	3
POFI 1301	Computer Applications I	3	1	3
LGLA 2323	Intellectual Property	3	0	3
		13	21	15

Total Credits Required for Paralegal Certificate. 42

*Capstone Course. - If a student registers for a co-op course (internship), the student must have a co-op site arranged prior to the first day of the semester class.

** LGLA elective to be chosen from LGLA 1343 or LGLA 1351

Pharmacy Technician Certificate Program

281-756-3805

Degree: Certificate (Level I)

Purpose: The Pharmacy Technician Certificate is designed to prepare career oriented persons to take the Pharmacy Technician Certification Exam and enter the field of Pharmacy.

Program Requirements: Students must have a High School Diploma or GED. Upon entering the program students will complete a criminal background check and immunization certification before entering the Practicum (Field Experience). You may not have any felonies in the last 5 years or any drug related charges.

Course Number	Course Title	Lecture Hours	Lab Hours	Credits
First Semester				
PHRA 1205	Drug Classification	2	0	2
PHRA 1301	Introduction to Pharmacy	3	0	3
PHRA 1309	Pharmaceutical Mathematics I	3	0	3
PHRA 1313	Community Pharmacy Practice	2	3	3
PHRA 1315	Pharmacy Terminology	3	0	3
		13	3	14
Second Semester				
PHRA 1349	Institutional Pharmacy Practice	3		3
PHRA 1441	Pharmacy Drug Therapy & Treatment	3	3	4
PHRA 1445	IV Admixture and Sterile Compounding	2	4	4
PHRA 2266	Practicum (Field Experience	0	0	2
	(16 hours per week external hours)	7	10	13

Total Credits Required for Pharmacy Technician Certificate 27

Geology students study outside of the classroom.

Polysomnography Degree Program

281-756-5655

Degree: Associate in Applied Science (AAS) - Tech Prep

Purpose: Polysomnographic (PSG) Technology is an allied health specialty for the diagnosis and treatment of disorders of sleep and daytime alertness. The range of the sleep disorders is varied but includes common disorders such as narcolepsy, sleep apnea, insomnias, and many others. PSG technologists operate a variety of sophisticated electronic monitoring devices, which record brain activity (EEG), muscle and eye movement, respiration, blood oxygen and other physiological events. Technologists are also involved in evaluation of various treatment methods.

PSG technologists are employed in Sleep Disorders Centers, which can be located in medical centers, hospitals, or clinic/office settings. PSG program offers a degree that includes lectures, laboratory experience on campus, clinical experience at accredited sleep centers, and physician lectures. A major emphasis of the program is to prepare technologists for Board Registration by the Board of Registered Polysomnographic Technologists (BRPT). The program is fully accredited by the Committee on Accreditation for Polysomnographic Technologists Education (CoA-PSG), One Westbrook Corporate Center, Suite 920, Westchester, IL 60154, and the Commission on Accreditation of Allied Health Education Programs (CAAHEP), 35 E Wacker Dr., Suite 1970, Chicago, IL 60601-2208, www.caahep.org.

Admission Requirements
To be considered for admission to the Polysomnography program, the applicant must:
   a. Make application to Alvin Community College and fulfill the admission requirements.
   b. Make application to the Polysomnography program by November 15th.
   c. Submit official transcripts from other colleges attended with application.
   d. Score a composite of 19 or higher on the ACT, or combined math/verbal of 900 or higher on the SAT (tests must be within 5 years of time of application) and complete the following re-requisites: ENGL 1301, BIOL 2401, MATH 1314 or MATH 1333, HITT 1305, HPRS 1304.
   e. Complete physical examination and immunization upon acceptance.
   f. Not currently be on suspension or academic probation.
   g. Current CPR certification - AHA Health Care Provider (will be taught in HPRS 1304).
   h. Background checks and drug screens are conducted as a condition of full acceptance into the Polysomnography Program.

Progression Policy
1. The Polysomnography students will abide by the admission and curriculum requirements of the Polysomnography Department at the time they are admitted or re-admitted to the program.
2. Once a student has enrolled in the Polysomnography Program, all Polysomnography courses must be completed in the proper sequence as shown in the catalog and degree plan, or must have the approval of the Program Director.
3. No grade below a C in a Polysomnography or academic course will be acceptable.
4. A student will be terminated from the program if clinical performance is unsatisfactory as determined by the Clinical Instructor and the Program Director. This action may be taken at any time during the semester or at the end of the semester.
5. In the event a student is asked to leave a clinical affiliate, and not return, the student may not continue progressive courses utilizing that facility. If the clinical affiliate is utilized in future courses, the student will be terminated from the program.
6. Only two (2) attempts in any science/math or any Polysomnography course will be permitted. An attempt is defined as a course in which a grade of D or F is recorded on the transcript.
7. A student requiring hospitalization, or sustaining an injury will be required to obtain a written statement from his/her physician verifying that the health status of the student is adequate for performance in the clinical agency. A student my not be allowed to return to the clinical area if he/she must be on medications which may interfere with his/her ability to perform satisfactorily.
8. A student who is pregnant **must** present a physician's statement giving evidence of her ability to perform the required work.
9. Students must complete the program within four (4) years after initial acceptance.

Advanced Standing
1. Advanced standing applies to those Polysomnography personnel who have work experience and have not completed the associate degree program.
2. Polysomnography professional with at least two (2) years full-time experience in the field will have the opportunity to challenge polysomnography courses.
3. These courses must be challenged in sequence unless permission is otherwise granted.

Course Number	Course Title	Lecture Hrs.	Lab Hrs.	Credits
Pre-requisite Courses				
ENGL 1301	Composition I	3	0	3
BIOL 2401	Anatomy &Physiology I	3	3	4
MATH 1314 OR	College Algebra			
MATH 1333	Contemporary Math for Tech	3	0	3
HITT 1305	Medical Terminology	3	0	3
HPRS 1304	Basic Patient Care Skills	2	2	3
		14	5	16
FIRST YEAR				
First Semester (Spring)				
BIOL 2402	Anatomy & Physiology II	3	3	4
PSGT 1400	Polysomnography I	2	5	4
PSGT 1440	Sleep Disorders	3	2	4
PSGT 1310	Neuroanatomy & Physiology	3	0	3
PSGT 1205	Neurophysiology of Sleep	2	0	2
		14	10	17
Second Semester (Summer)				
RSPT 1310	Respiratory Care Procedures	2	2	3
PSGT 1260	Polysomnography Clinical I	0	12	2
PSGT 2205	Sleep Scoring & Staging	0	4	2
		2	18	7
Third Semester (Fall)				
PSGT 2411	Polysomnography II	2	5	4
PSGT 2660	Polysomnography Clinical II	0	28	6
PSGT 1291	Special Topics	2	0	2
PSYC 2314	Life-Span Growth & Development	3	0	3
		7	33	15
Fourth Semester (Spring)				
PSGT 2250	Infant and Pediatric Polysomnography	2	0	2
PSGT 2661	Polysomnography Clinical III	0	28	6
RSPT 2239	Advanced Cardiac Life Support	1	4	2
Elective	Visual and Performing Arts/ Humanities	3	0	3
		6	32	13

Total Credits Required for A.A.S. Polysomnography 68

Required Elective - The required Humanities/Fine Arts elective for PSG must be selected from the following list. (No other course will be accepted)

ARTS 1301 Art Appreciation	ENGL 2328 American Literature II
ARTS 1303 Art History I	ENGL 2332 Survey of Literature I
ARTS 1304 Art History II	ENGL 2333 Survey of Literature II
ARTS 2348 Digital Arts I	HUMA 1301 Introduction to Humanities I
DRAM 1310 Introduction to Theater Arts	HUMA 1302 Introduction to Humanities II
DRAM 1351 Acting I	MUSI 1301 Intro to Music
DRAM 1352 Acting II	MUSI 1306 Music Appreciation
DRAM 2361 History of the Theatre I	MUSI 1308 Survey of Music Lit I
DRAM 2362 History of the Theatre II	MUSI 1309 Survey of Music Lit II
DRAM 2366 Development of the Motion Picture	MUSI 1310 History of Rock/Jazz
ENGL 2322 Survey English Literature I	PHIL 1301 Introduction to Philosophy
ENGL 2323 Survey English Literature II	PHIL 1306 Intro to Ethics
ENGL 2327 American Literature I	

OR
Any Sophomore-level French, German or Spanish course
(SPAN 2316 and 2317 – Career Spanish is no longer accepted or offered by ACC)

Polysomnography

Polysomnography - Advanced Technical Certificate

281-756-5655

Degree: Advanced Technical Certificate

Purpose: Polysomnographic (PSG) Technology is an allied health specialty for the diagnosis and treatment of disorders of sleep and daytime alertness. The range of the sleep disorders is varied but includes common disorders such as narcolepsy, sleep apnea, insomnias, and many others. PSG technologists operate a variety of sophisticated electronic monitoring devices, which record brain activity (EEG), muscle and eye movement, respiration, blood oxygen and other physiological events. Technologists are also involved in evaluation of various treatment methods.

PSG technologists are employed in Sleep Disorders Centers, which can be located in medical centers, hospitals, or clinic/office settings. PSG program offers a certificate that includes lectures, laboratory experience on campus, clinical experience at accredited sleep centers, and physician lectures. A major emphasis of the program is to prepare technologists for Board Registration by the Board of Registered Polysomnographic Technologists (BRPT). The program is fully accredited by the Committee on Accreditation for Polysomnographic Technologists Education (CoA-PSG), One Westbrook Corporate Center, Suite 920, Westchester, IL 60154, and the Commission on Accreditation of Allied Health Education Programs (CAAHEP), 35 E.Wacker Dr., Suite 1970, Chicago, IL 60601-2208, www.caahep.org.

Admission Requirements
To be considered for admission to the Polysomnography program, the applicant must:
a. Make application to Alvin Community College and fulfill the admission requirements.
b. Make application to the Polysomnography program.
c. Have an Associate Degree in a Health Care field.
d. Submit official transcripts from college where above degree was granted.
e. Submit appropriate state licensure and/or credentials.
f. Complete physical examination and immunization upon acceptance.
g. Not currently be on suspension or academic probation.
h. Current CPR certification - AHA Health Care Provider.
i. Background checks and drug screen are conducted as a condition of full acceptance into the Polysomnography Program.

Course Number	Course Title	Lecture Hrs.	Lab Hrs.	Credits
First Semester(Spring)				
PSGT 1400	Polysomnography I	2	5	4
PSGT 1440	Sleep Disorders	3	2	4
PSGT 1310	Neuroanatomy & Physiology	3	0	3
PSGT 1205	Neurophysiology of Sleep	2	0	2
		10	7	13
Second Semester(Summer)				
RSPT 1310	Respiratory Care Procedures	2	2	3
PSGT 1260	Polysomnography Clinical I	0	12	2
PSGT 2205	Sleep Scoring & Staging	0	4	2
		2	18	7
Third Semester(Fall)				
PSGT 2411	Polysomnography II	2	5	4
PSGT 2660	Polysomnography Clinical II	0	28	6
PSGT 1291	Special Topics	2	0	2
		4	33	12
Fourth Semester (Spring)				
PSGT 2250	Infant and Pediatric Polysomnography	2	0	2
PSGT 2661	Polysomnography Clinical III	0	28	6
RSPT 2239	Advanced Cardiac Life Support	1	4	2
		3	32	10

Total Credits Required for A.A.S. Polysomnography 42

Student must take RSPT 1310 (Respiratory Care procedures) if he/she is not a Registered Respiratory Therapist.

Degree: Associate Degree of Applied Science (A.A.S.) - Tech Prep

Purpose: The Process Technology associate level program offers students core courses related to Process Operations that will prepare them to become process technicians in the refining, petrochemical, power generation, oil and gas production, food and other process industries. Technical knowledge and skills will be gained in areas such as operating equipment, instrumentation systems, process systems, process troubleshooting and computer applications. The associate program will take four semesters to complete. Graduates from the program will be prepared for entry level employment as process technicians.

Program Requirements: In addition to the general requirements for admission to ACC, entry into the Process Technology program requires basic proficiency in English, Reading, and Math.

Course Number	Course Title	Lecture Hours	Lab Hours	Credits
FIRST YEAR				
First Semester				
BCIS 1405 or	Business Computer Applications or	3	3	4
COSC 1401	Microcomputer Applications			
CTEC 1401	Applied Petrochemical Technology (Physics)	3	2	4
PTAC 1302	Introduction to Process Technology	2	2	3
SOCI 1301	Introductory Sociology	3	0	3
**PHED	Physical Activity	0	3	1
MATH 1332 or	Contemporary Mathematics I or			
MATH 1314 or	College Algebra or			
MATH 1333 or	Contemporary Math for Tech or			
TECM 1403	Technical Calculations	3	0/3	3/4
		14	10/13	18/19
Second Semester				
ENGL 1301	Composition I	3	0	3
PTAC 1308	Safety, Health & Environment in the Process Industry	3	1	3
PTAC 1332	Process Instrumentation I	2	2	3
PTAC 1410	Process Technology I (Equipment)	3	2	4
SCIT 1414	Applied General Chemistry I	3	3	4
**PHED	Physical Activity	0	3	1
		14	11	18
SECOND YEAR				
First Semester				
BMGT 2303	Problem Solving and Decision Making	3	0	3
PTAC 2314	Quality, Statistical Process Control & Economics	2	2	3
PTAC 2420	Process Technology II (Systems)	3	2	4
PTAC 2436	Process Instrumentation II	3	2	4
SPCH 1318	Interpersonal Communications	3	0	3
		14	6	17
Second Semester				
ENGL 1302	Composition II	3	0	3
PTAC 1454 or	Industrial Processes or			
***CTEC 2480	Internship-Process Technology	1/3	2/21	4
*PTAC 2438	Process Technology III (Operations)	3	2	4
PTAC 2446	Process Troubleshooting	3	2	4
Elective	Visual & Performing Arts/Humanities Core	3	0	3
		13/15	6/25	18

*Capstone Course

**Both PHED courses can be substituted with PSYC 1300 Learning Strategies.

***Requires Department Chair approval.

Total Credits Required for A.A.S. Process Technology Degree . . . . 71 - 72

Process Technology Certificate Program

Purpose: The Process Technology certificate level program is designed to prepare students for entry level trainee jobs in the process industries. Time for completion is one-and-one-half years.

Program Requirements: A certificate student will take the following curriculum to achieve the certificate in Process Technology.

Course Number	Course Title	Lecture Hours	Lab Hours	Credits
First Semester				
BCIS 1405 **or**	Business Computer Applications **or**	3	3	4
COSC 1401	Microcomputer Applications			
CTEC 1401	Applied Petrochemical Technology (Physics)	3	2	4
PTAC 1302	Introduction to Process Technology	2	2	3
SOCI 1301	Introductory Sociology	3	0	3
MATH 1332 **or**	Contemporary Mathematics I **or**			
MATH 1314 **or**	College Algebra **or**			
MATH 1333 **or**	Contemporary Math for Tech **or**			
TECM 1403	Technical Calculations	3	0/3	3/4
		14	7/10	17/18
Second Semester				
BMGT 2303	Problem Solving and Decision Making	3	0	3
ENGL 1301	Composition I	3	0	3
PTAC 1410	Process Technology I (Equipment)	3	2	4
SCIT 1414	Applied General Chemistry	3	3	4
		12	5	14
Third Semester				
ENGL 1302	Composition II	3	0	3
PTAC 1308	Safety, Health and Environment in the Process Industry	3	1	3
PTAC 1332	Process Instrumentation I	2	2	3
*PTAC 2420	Process Technology II (Systems)	3	2	4
		11	5	13

*Capstone Course

Total Credits Required for Process Technology Certificate 44/45

Degree: Associate Degree of Applied Science (A.A.S.)

Purpose: The Respiratory Care Department offers a two-year program that prepares individuals for an allied health specialty in the clinical care and management of respiratory disorders. The graduate will possess advanced, intensive-care skills to assess, monitor and evaluate adult, pediatric and neonatal patients on mechanical ventilation. Respiratory therapists practice in a variety of settings, including intensive care units, neonatal/pediatric special care areas, general hospital floors, emergency/trauma units, extended care and rehabilitation facilities, and the home care environment. Respiratory Care courses consist of classroom, laboratory and supervised hospital experience. Graduates of the associate degree program may become Registered Respiratory Therapists (RRT) by passing the Entry Level Exam and the Advanced Practitioners Exam. Texas requires that respiratory care practitioners obtain a state license to practice respiratory care. The program is affiliated with several community hospitals including Ben Taub, Texas Children's, Memorial-Hermann, Methodist, Saint Luke's Episcopal Hospital, and eleven other clinical affiliates. The program is accredited by the Commission on Accreditation for Respiratory Care (CoARC), 1248 Harwood Rd., Bedford, TX 76021-4244, 817-283-2835, www.coarc.com.

Admission Requirements:
1. To be considered for admission to the respiratory care program, the applicant must:
   a. be a high school or GED graduate.
   b. make application to ACC and fulfill the admission requirements, including THEA.
   c. make application to the respiratory care program.
   d. submit official transcripts of all previous college work to ACC Registrar's Office.
   e. applicants are required to demonstrate an understanding of the responsibilities and duties of the profession through observation and discussion with a practicing therapist. Contact the director for details.
   f. score 19 or higher on ACT composite or minimum combined math/verbal SAT score of 900 and complete BIOL 2401, BIOL 2402, and ENGL 1301 with a grade no lower than a "C" prior to admission and test scores must be within 5 years of the time of application.
   g. complete a physical examination form which includes TB skin test, and immunizations upon acceptance to the program. (A CPR course is taught in RSPT 1429)
   h. criminal background check and drug screen conducted as a condition of full acceptance.
   i. not currently be on suspension or academic probation from ACC or another college or university.
2. Any science or respiratory care course completed more than five years prior to the student being accepted may not satisfy requirements for a degree in respiratory care.
3. Transfer students must complete the following:
   a. meet the above admission criteria.
   b. have a cumulative GPA of 2.0 or higher on all courses being transferred into the respiratory care curriculum.
   c. provide the ACC Registrar's Office with an official transcript from each institution attended.
   d. provide the Respiratory Care Department with a copy of transcript from each institution attended.
   e. provide the Respiratory Care Department with a description and/or syllabus of each respiratory course being considered for transfer.
   f. not currently be on suspension or academic probation from another college.
   g. credit will be given for support courses equivalent to those included in the respiratory care program at ACC as determined by examination of the syllabus of the transfer course. A grade of C or higher must have been earned in transfer courses.
   h. Must complete a minimum of 24 semester hours at ACC in order to be considered a graduate.
4. Program begins in August.

Alternate Enrollment:
1. Alternate enrollment applies to those respiratory care personnel who are licensed and have not completed the associate degree.
2. Respiratory care professionals with at least two years' full-time experience in the field will have the opportunity to challenge respiratory care courses. These courses must be challenged in sequence unless permission is otherwise granted by the program director.

Progression Policies:
1. Respiratory care students will abide by the admission and curriculum requirements of the Respiratory Care Department at the time they are admitted or re-admitted to the program.
2. Once a student has enrolled in the respiratory care program, all respiratory care courses must be completed in the proper sequence as shown in the catalog and degree plan, or must have the approval of the program director.
3. No grade below a **C** in a respiratory care or academic course will be acceptable for progression.
4. A student will be terminated from the program if clinical performance is unsatisfactory as determined by the clinical instructor and the program director. This action may be taken at any time during the semester or at the end of the semester.
5. A student who makes a **D** or **F** in any science/respiratory care course may repeat that course once in order to obtain a **C** or better.
6. A student requiring hospitalization or sustaining an injury will be required to obtain a written statement from his/her physician verifying that the health status of the student is adequate for performance in the clinical agency. A student may not be allowed to return to the clinical area if he/she must be on medications which may interfere with the ability to perform satisfactorily.
7. A student who is pregnant must present a physician's statement giving evidence of her ability to perform the work required.
8. Students must complete the program within four years after initial acceptance.

Respiratory Care

Associate of Applied Science Respiratory Care Degree Program

281-756-5660

Course Number	Course Title	Lecture Hours	Lab Hours	Credits
Prerequisite Courses				
ENGL 1301	Composition I	3	0	3
BIOL 2401	Anatomy & Physiology I	3	3	4
BIOL 2402	Anatomy & Physiology II	3	3	4
		9	6	11
FIRST YEAR				
First Semester				
RSPT 1166	Practicum-Respiratory Care Therapist	0	8	1
RSPT 1207	Cardiopulmonary Anatomy & Physiology	2	1	2
RSPT 1331	Basic Respiratory Care Fundamentals II	2	3	3
RSPT 1325	Respiratory Care Sciences	3	0	3
RSPT 1429	Respiratory Care Fundamentals I	3	3	4
		10	15	13
Second Semester				
Elective	Fine Arts or Humanities	3	0	3
RSPT 1266	Practicum-Respiratory Care Therapist I	0	20	2
RSPT 2317	Respiratory Care Pharmacology	3	0	3
RSPT 2210	Cardiopulmonary Diseases I	2	1	2
RSPT 2414	Mechanical Ventilation I	3	2	4
		11	23	14
Third Semester				
RSPT 1267	Practicum-Respiratory Care Therapist II	0	15	2
RSPT 2305	Pulmonary Diagnostics	2	3	3
RSPT 2314	Mechanical Ventilation II	2	2	3
		4	20	8
SECOND YEAR				
First Semester				
BIOL 2420	Microbiology	3	3	4
RSPT 2239	Advanced Cardiac Life Support	1	4	2
RSPT 2355	Critical Care Monitoring	3	0	3
RSPT 2266	Practicum-Respiratory Care Therapist III	0	16	2
RSPT 2310	Cardiopulmonary Disease II	2	2	3
		9	25	14
Second Semester				
PSYC 2301	General Psychology	3	0	3
RSPT 1191	Special Topics in Respiratory Therapy	0	4	1
RSPT 2131	Simulations for Respiratory Care	0	2	1
RSPT 2135	Pediatric Advanced Life Support	0	3	1
RSPT 2267	Practicum-Respiratory Care Therapist IV	0	18	2
RSPT 2166	Practicum-Respiratory Care Therapist V	0	8	1
RSPT 2353	Neonatal/Pediatric Cardiopulmonary Care	3	0	3
		6	35	12

Total Credits Required for A.A.S. Respiratory Care 72

NOTE: RSPT 1325 and/or 1207 may be taken the summer before the program starts, provided the student has been accepted into the program.

PRE and CO-REQUISITES

"P" indicates courses which must have been passed prior to enrollment in the selected course. In the case of READ 0310, ENGL 0310 or MATH 0310, the student must have passed at least the 0310-level course or must have passed the 0310-level on the TSI or an alternate test.

"C" indicates courses which, if not already passed, must be taken concurrently with the selected course. READ, ENGL and MATH co-requisites are not required if the placement test or applicable courses have been passed.

ACCT
2302	P-ACCT 2301

ACNT
1311	P-ACNT 1303

ANTH
2301	P-READ 0310, ENGL 0310
2302	P-READ 0310, ENGL 0310
2346	P-READ 0310, ENGL 0310
2351	P-READ 0310, ENGL 0310

ARCE
1452	P-DFTG 2419
2452	P-DFTG 2428

ARTS
1301	P-READ 0310, ENGL 0310
1303	P-READ 0310, ENGL 0310
1304	P-READ 0310, ENGL 0310
1317	P-ARTS 1316
2317	P-ARTS 2316
2327	P-ARTS 2326
2334	P-ARTS 2333
2342	P-ARTS 2341
2347	P-ARTS 2346
2349	P-ARTS 2348
2357	P-ARTS 2356
2367	P-ARTS 2366

BCIS
1405	P-READ 0309
1420	P-READ 0310, MATH 0310
1431	P-READ 0309, MATH 0310
2431	P-READ 0309, MATH 1314, BCIS 1431

BIOL
1308	P-READ 0310
1309	P-READ 0310
1406	P-READ 0310
1407	P-READ 0310
2306	P-READ 0310
2401	P-READ 0310
2402	P-BIOL 2401
2420	P-BIOL 1406 or 1407 or 2401 or 2402

BMGT
*1382	P-Dept. approval
*2382	P-Dept. approval
*2383	P-Dept. approval

CDEC
1313	C-READ 0309
1317	C-READ 0309
1319	C-READ 0309
1321	C-READ 0309
*1356	C-READ 0309
1358	C-READ 0309
*1359	C-READ 0309
*1384	C-READ 0309 & 6hrs of CDEC
2307	C-READ 0309
2322	P-READ 0309
2324	P-READ 0309
2384	P-READ 0309, ENGL 0309, CDEC 1384
2426	P-READ 0309, ENGL 0309
2428	P-READ 0309, ENGL 0309

CHEF
1291	P-READ 0309
1301	C-CHEF 1305
1302	P-CHEF 1301
*1305	C-CHEF 1301
1310	P-CHEF 1301
1341	P-CHEF 1301
1345	P-CHEF 1301
1364	P-CHEF 1301
1365	P-CHEF 1301
2301	P-CHEF 1301
2302	*P-CHEF 1301

CHEM
1405	P-READ 0310
1407	P-CHEM 1405
1411	P-READ 0310, MATH 0310
*1412	P-CHEM 1411 and MATH 1314
2401	P-CHEM 1412
2423	P-CHEM 1412
2425	P-CHEM 2423

CHIN
1412	P-CHIN 1411, with C or better for each course
2311	P-CHIN 1412, with C or better for each course
2312	P-CHIN 2311, with C or better for each course

COMM
*2326	P-COMM 2311

COSC
*1401	P-READ 0309
1415	P-READ 0309, MATH 0310
*1420	P-MATH 0312; BCIS 1405 C–MATH 1314
*1430	P-MATH 0310, BCIS 1405 or COSC 1401
1437	P-COSC 1436 and college level algebra or higher
*2315	P-BCIS 1405 and COSC 1401, COSC 1420
2420	P-READ 0309, COSC 1420
*2425	P-READ 0309, COSC 1420 or COSC 1436
2436	P-COSC 1437

CPMT
2445	P-CPMT 1411

CRTR
1207	P-CRTR 1404
1302	P-READ 0310, ENGL 0310
1308	P-CRTR 1314, 1406
1312	P-READ 0310, ENGL 0310
1314	P-CRTR 1404
1346	P-CRTR 2401
1357	P-CRTR 1404
1359	P-CRTR 1406
1404	P-READ 0310, ENGL 0310
1406	P-READ 0310, ENGL 0310, CRTR 1404
2236	P-CRTR 2401
2306	P-READ 0310, ENGL 0310, CRTR 1404
2311	P-READ 0310, ENGL 0310, CRTR 1312
*2312	P-CRTR 2401 & CRTR 1308
*2313	P-CRTR 1314, CRTR 1404
2331	P-CRTR 2403
2333	P-CRTR 1346
*2380	P-CRTR 1314, CRTR 2311
2381	P-CRTR 2403, 1314
2401	P-CRTR 1406
2403	P-CRTR 2401
2435	P-CRTR 2403

CVTT
1161	C-DSAE 1340

DAAC
*1380	P-DAAC 1364
*1381	P-DAAC 1380

DFTG
*1405	P-DFTG 1409
1433	P-DFTG 2419
*2317	P-DFTG 1409
*2406	P-DFTG 1433 & 2440
*2419	P-DFTG 1409, BCIS 1405 or COSC 1401
2423	P-DFTG 2419
2428	P-DFTG 2419
2430	P-DFTG 1409;C-DFTG 2419
2440	P-DFTG 1409
2445	P-DFTG 2423
2450	P-DFTG 1433

DRAM
1310	P-READ 0309
1330	P-READ 0309
1341	P-READ 0309
1351	P-READ 0309
2331	P-READ 0309
2336	P-READ 0309
2361	P-READ 0309, ENGL 0309
2362	P-READ 0309, ENGL 0309
2366	P-READ 0309

DSAE
1303	C-DSAE 1360
1360	C-DSAE 1303, 1318
2335	P-DSAE 2437; C-DSAE 2462
2361	P-DSAE 1360; C-DSAE 2404
2404	P-DSAE 1303; C-DSAE 2361
2437	P-DSAE 2404; C-DSAE 2461
2461	P-DSAE 2361; C-DSAE 2437
2462	P-DSAE 2461; C-DSAE 2335

DSPE
2373	P- is acceptance into program

DSVT
1300	C-DSVT 1360, DSAE 1318
1360	C- DSVT 1300
2335	P-DSVT 2430; C-DSVT 2462
2361	P-DSVT 1360; C-DSVT 2430
2418	P-DSVT 1300; C-DSVT 2461
2430	P-DSVT 1300; C-DSVT 2361
2461	P-DSVT 2361; C-DSVT 2418
2462	P-DSVT 2461; C-DSVT 2335

ECON
2301	P-READ 0310, ENGL 0310
2302	P-READ 0310, ENGL 0310

EDUC
1301	P-ENGL 0310, READ 0310
2301	P-ENGL 0310, READ 0310

EMSP
All courses require dept. approval.

ENGL
0310	P-ENGL 0309; P-READ 0310
1301	P-ENGL 0310, READ 0310
1302	P-ENGL 1301
2307	P-ENGL 1302
2322	P-ENGL 1302
2323	P-ENGL 1302
2327	P-ENGL 1302
2328	P-ENGL 1302
2332	P-ENGL 1302
2333	P-ENGL 1302

ENTC
*1323	P-TECM 1403

FREN (or departmental online placement tests)
1412	P-FREN 1411 with a C or better
2311	P-FREN 1412 with a C or better
2312	P-FREN 2311 with a C or better

GEOG
1301	P-READ 0310, ENGL 0310
1303	P-READ 0310, ENGL 0310

GEOL
1301	P-READ 0310
1303	P-READ 0310
1401	P-READ 0310
1403	P-READ 0310
1404	P-READ 0310
1405	P-GEOL 1401 or 1403
1445	P-READ 0310, MATH 0312
1447	P-READ 0310, MATH 0312

GERM (or departmental online placement tests)
1412	P-GERM 1411 with a C or better
2311	P-GERM 1412 with a C or better
2312	P-GERM 2311 with a C or better

GOVT
2301	P-READ 0310, ENGL 0310
2302	P-READ 0310, ENGL 0310

HAMG
1321	P-READ 0309
1324	P-READ 0309

HECO
1322	P-BIOL 2401; P-READ 0309

HIST
1301	P-READ 0310, ENGL 0310
1302	P-READ 0310, ENGL 0310
2301	P-READ 0310, ENGL 0310
2311	P-READ 0310, ENGL 0310
2312	P-READ 0310, ENGL 0310
2321	P-READ 0310, ENGL 0310
2322	P-READ 0310, ENGL 0310

HUMA
1301	P-READ 0310, ENGL 0310
1302	P-READ 0310, ENGL 0310

IFWA
1217	P-READ 0309
1318	P-READ 0309

ITMC
2355	P-ITMT 1340

ITMT
*1302	P-INTW 1358 or 1325 & BCIS 1405 or COSC
1401	
*1340	P-BCIS 1405 or COSC 1401 & ITNW 1358 or ITNW 1325
1355	P-ITMT 1340
*2300	P-ITMT 1340 or ITMT 2301
*2301	P-ITMT 1302
*2302	P-ITMT 1340
*2322	P-ITMT 2301 or ITMT 1340
2330	P-ITMT 1340
2340	P-ITMT 1302 or 1340
2346	P-ITMT 1340
*2351	P-ITMT 2301 or ITMT 2302

ITNW
2321	P-ITMT 1302 or 1340

ITSE
*1407	P-BCIS 1405 or COSC 1401
1422	P-READ 0309
1431	P-READ 0309
1445	P-BCIS 1420 or 1431
*1491	P-MATH 0309, BCIS 1405 or COSC 1401
2387	P-READ 0309 & at least 3 of the following: ITSE 1422, 1431, 2417, COSC 1420
2402	P-ITSE 1411
*2409	P-BCIS 1405 or COSC 1401
2413	P-READ 0309
2417	P-READ 0309, ITSE 1420
2449	P-READ 0309, ITSE 1431, BCIS 1431

ITSW
1404	P-READ 0309

ITSY
*1342	P-ITMT 1340

LGLA
1301	P-READ 0310, ENGL 0310
1311	P-READ 0309, ENGL 0309
1342	P-READ 0309, ENGL 0309
1344	P-READ 0309, ENGL 0309
1351	P-READ 0309, ENGL 0309
1353	P-READ 0309, ENGL 0309
1355	P-READ 0309, ENGL 0309
*1380	P-READ 0309, ENGL 0309 LGLA 1301, 1342, 1344, 1353, 1355, 2303, 2313, POFT 1329, POFI 1301
2303	P-READ 0309, ENGL 0309
2309	P-READ 0309, ENGL 0309
2311	P-READ 0309, ENGL 0309
2313	P-READ 0309, ENGL 0309
*2381	P-READ 0309, ENGL 0309, LGLA 1301, 1342, 1344, 1353, 1355, 2303, 2313, POFT 1329, POFI 1301

MATH
0310	P-MATH 0309 or required score on placement test
0312	P-MATH 0310 or required score on placement test

1314	P-MATH 0312, READ 0310 with a C or better or the TSI standard in Reading
1324	P-MATH 1314
1325	P-MATH 1314 or 1324
1332	P-MATH 0312, READ 0310 with a C or better or the TSI standard in Reading
1333	P-MATH 0310, READ 0310 w/a C or better or TSI standard in reading
1342	P-MATH 1314
1350	P-MATH 1314
1351	P-MATH 1314 or 1350
2318	P-MATH 2413 or Dept. approv
2320	P-MATH 2414 or Dept. approv
2412	P-MATH 1314 or Dept. approv
2413	P-MATH 2412 or Dept. approv
2414	P-MATH 2413
2415	P-MATH 2414

MCHN
*1426	P-DFTG 1433, DFTG 2440

MKRG
1301	P-MRKG 1311

MUSI
1211	P-READ 0310; C-MUSI 1216
1212	P-READ 0310, MUSI 1211; C-MUSI 1217
1216	C-MUSI 1211
1217	P-MUSI 1216; C-MUSI 1212
1301	P-READ 0309
1306	P-READ 0309,
1308	P-READ 0310, ENGL 0310
1309	P-READ 0310, ENGL 0310
1310	P-READ 0309
2211	P-MUSI 1212; C-MUSI 2216
2212	P-MUSI 2211; C-MUSI 2217
2216	P-MUSI 1217; C-MUSI 2211
2217	P-MUSI 2216; C-MUSI 2212

PHED
*1306	C-READ 0309
*1338	P-READ 0309

PHIL
1301	P-READ 0310, ENGL 0310
1304	P-READ 0310, ENGL 0310
2303	P-READ 0310, ENGL 0310
2306	P-READ 0310, ENGL 0310

PHYS
*1301	P-MATH 0312, READ 0310
*1401	P-MATH 2412 or Departmental Approval, READ 0310
1402	P-PHYS 1401
2425	P-READ 0310, MATH 2413
2426	P-PHYS 2425, READ 0310

PMHS
1381	P-DAAC 1380
2380	P-DAAC 1381

POFI
1401	P-POFT 1329 or 1429
2401	P-POFT 1329 or 1429

POFM
1317	Computer Literacy required

POFT
2401	P-POFT 1429

PHAR
2266	P-PHRA 1313

PSGT
*1260	C-PSGT 1400
*2205	P-PSGT 1400
*2411	P-PSGT 1400; C-PSGT 1260
2660	P-PSGT 1260; C-PSGT 2411
*2661	P-PSGT 2660

PSTR
*1301	C-CHEF 1301

PSYC
2301	P-READ 0310, ENGL 0310
2302	P-READ 0310, ENGL 0310
2306	P-READ 0310, ENGL 0310

2307	P-READ 0310, ENGL 0310
2308	P-READ 0310, ENGL 0310
2311	P-READ 0310, ENGL 0310
2314	P-READ 0310, ENGL 0310
2315	P-READ 0310, ENGL 0310
2316	P-PSYC 2301, MATH 0310
2317	P-PSYC 2301, MATH 0310
2319	P-READ 0310, ENGL 0310
2389	P-READ 0310, ENGL 0310

PTAC
1454	P-PTAC 2420
2420	P-PTAC 1302
2436	P-PTAC 1332
2438	P-PTAC 2420
2446	P-PTAC 2420

PTRT
1407	P-PTAC 1302
1491	P-PTRT 1407

READ
0312	P-READ 0310

RNSG
1108	P-MATH 0310
1215	P-BIOL 2401
All other courses require dept. approval.	

RSPT
1207	P-READ 0309
1325	P-READ 0309
All other courses require dept. approval.	

RSTO
*2301	P-READ 0309, BCIS 1405 or COSC 1401

RTVB
*1380	P-RTVB 1301 or COMM 2311
*1381	P-RTVB 1301 or COMM 2311
*2340	P-RTVB 1301 or COMM 2311
*2380	P-RTVB 1301 or COMM 2311
*2381	P-RTVB 1301 or COMM 2311

*SGNL
*1302	P-SGNL 1301 with C or better
*2301	P-SGNL 1302 with C or better
*2302	P-SGNL 2301 with C or better

SOCI
1301	P-READ 0310, ENGL 0310
1306	P-READ 0310, ENGL 0310
2301	P-READ 0310, ENGL 0310
2306	P-READ 0310, ENGL 0310
2319	P-READ 0310, ENGL 0310
2326	P-READ 0310, ENGL 0310
2336	P-READ 0310, ENGL 0310
2339	P-READ 0310, ENGL 0310
2340	P-READ 0310, ENGL 0310
2189	P-READ 0310, ENGL 0310
2289	P-READ 0310, ENGL 0310
2389	P-READ 0310, ENGL 0310

SPAN (or departmental online placement tests)
*1412	P-SPAN 1411 with C or better
*2311	P-SPAN 1412 with C or better
2312	P-SPAN 2311 with C or better
*2315	Dept. online placement tests
2321	P-SPAN 2312 with C or better

SPCH
1311	P-READ 0310
1315	P-READ 0310
1318	P-READ 0310, ENGL 0310
1321	P-READ 0310
2335	P-READ 0310
2341	P-READ 0310

TECA
1303	P – ENGL 0310, READ 0310
1311	P – ENGL 0310, READ 0310
1318	P – ENGL 0310, READ 0310
1354	P – ENGL 0310, READ 0310

VNSG
All courses require dept. approval.

*Updated 5/26/11

2011-

Course Descriptions

Rebekah Wilkinson
Culinary Arts Student

Course Descriptions

Accounting

Norman Bradshaw, Department Chairperson,
Tom Branton

ACCT 2301
Financial Accounting
(3 credits)
This course concentrates on accounting for merchandise operations, proprietorships, partnerships, negotiable instruments, specialized books of original entry, and the voucher system, including emphasis on the financial aspects of accounting. (3 lecture and 1 laboratory hours per week). [CB5203015104]

ACCT 2302
Managerial Accounting
(3 credits)
This course provides a study of partnerships corporations, cost accounting, assets, theory, and interpretation of financial statements, with special emphasis on the managerial aspects of accounting. (3 lecture and 1 laboratory hours per week). Prerequisite: ACCT2301. [CB5203015104]

Agriculture

Dwight Rhodes, Department Chairperson

AGRI 1307
Fundamentals of Crop Production
(3 credits)
This course presents a scientific approach to commonly grown field crops by exploring their importance, value, use, characteristics, classification, distribution, climatic and soil requirements, production, storage, improvement, and seed technology. (3 lecture hours per week). [CB01.1102.5101]

AGRI 1319
Animal Husbandry
(3 credits)
This basic course acquaints the student with the production systems, basic facility requirements, and markets for various types and breeds of livestock. The course also presents basic phases of feeding, breeding, disease control, and production of livestock. (3 lecture hours per week). [CB01.0901.5101]

American Sign Language

Amalia D. Parra, Department Chairperson

SGNL 1301
Beginning American Sign Language I
(3 credits)
Introduction to American Sign Language covering finger spelling, vocabulary, and basic sentence structure in preparing individuals to interpret oral speech for the hearing impaired. (3 lecture and 1 lab hour per week) [CB16.1603.5113]

SGNL 1302
Beginning American Sign Language II
(3 credits)
Introduction to American Sign Language covering finger spelling, vocabulary, and basic sentence structure in preparing individuals to interpret oral speech for the hearing impaired. Prerequisite: SGNL1301 with minimum grade of C or Departmental approval.
(3 lecture and 1 lab hour per week)
[CB 16.1603.5113]

SGNL 2301
Intermediate American Sign Language I
(3 credits)
Review and application of conversational skills in American Sign Language; interpreting from signing to voice as well as from voice to signing. Introduction to American Sign Language literature and folklore. Prerequisite: SGNL 1302 with minimum grade of C or Departmental approval. (3 lecture and 1 lab hour per week) [CB 16.1603.5213]

SGNL 2302
Intermediate American Sign Language II
(3 credits)
Review and application of conversational skills in American Sign Language; interpreting from signing to voice as well as from voice to signing. Introduction to American Sign Language literature and folklore. Prerequisite: SGNL 2301 with minimum grade of C or Departmental approval.(3 lecture and 1 lab hour per week) [CB 16.1603.5213]

Anthropology

Traci Elliott, Department Chairperson

ANTH 2301
Physical Anthropology
(3 credits)
This course provides an overview of human origins and biocultural adaptations. It also introduces methods and theory in the excavation and interpretation of material remains of past cultures. (3 lecture hours per week) Prerequisites: READ 0310 and ENGL 0310. [CB45.0301.5125]

ANTH 2302
Introduction of Archeology
(3 credits)
This course is a study of human history which describes the major cultural developments in humanity's past and explores the methods used by archeologists to retrieve, process and analyze material remains of past cultures. (3 lecture hours per week) Prerequisites: READ 0310 and ENGL 0310. [CB45.0301.5125]

ANTH 2346
General Anthropology
(3credits)
Following principles of physical and cultural anthropology, this course analyzes the cultures of prehistoric and existing preliterate people and the impact of modern western culture (3 lecture hours per week) Prerequisites: READ 0310 and ENGL 0310. [CB45.0201.5125]

ANTH 2351
Cultural Anthropology
(3 credits)
This course provides a survey of cultures around the world in order to explain the key concepts methods and theories used in the study of cultural diversity, social institutions, linguistics, and cultural change among world peoples. (3 lecture hours per week) Prerequisites: READ 0310 and ENGL 0310 [CB45.0201.5325]

Arts

Dennis LaValley, Department Chairperson

ARTS 1301
Art Appreciation
(3 credits)
This general course in Art Appreciation is open to all college students. It includes critical evaluation of selected works of painting, sculpture, architecture and industrial design and a study of the principles of design from a layman's standpoint and of art in relation to everyday life. (3 lecture hours per week) Prerequisites: ENGL 0310 and READ 0310. [CB50.0703.5126]

ARTS 1303
Art History I
(3 credits)
This course includes a critical and analytical study of the great historical works of art in architecture, sculpture, painting, and the minor arts from historic times through the medieval period. (3 lecture hours per week). Prerequisites: ENGL 0310 and READ 0310. [CB50.0703.5226]

ARTS 1304
Art History II
(3 credits)
This course provides a critical and analytical study of the great historical works of art in architecture, sculpture, painting, and the minor arts from medieval period to contemporary art. (3 lecture hours per week). Prerequisites: ENGL 0310 and READ 0310. [CB50.0703.5226]

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ARTS 1311
Design I
(3 credits)

This course familiarizes the student with the basic elements and fundamentals of two-dimensional design and their application to works of art. In addition to scheduled class hours, students should arrange three additional hours per week to work on art projects. (3 lecture & 3 lab hours per week). [CB50.0401.5326]

ARTS 1312
Design II
(3 credits)

This course provides the student with a knowledge of the application of design principles to three-dimensional work. In addition to scheduled class hours, students should arrange three additional hours per week to work on art projects. (3 lecture & 3 lab hours per week). [CB50.0401.5326]

ARTS 1316
Drawing I
(3 credits)

This beginning course investigates a variety of media, techniques, and subjects and explores descriptive and perceptual possibilities of drawing. In addition to scheduled class hours, students should arrange three additional hours per week to work on art projects. (3 lecture & 3 lab hours per week) [CB50.0705.5226]

ARTS 1317
Drawing II
(3 credits)

This course is an expansion of the concepts presented in Drawing I, and it stresses the expressive and conceptual aspects of drawing in various media. In addition to scheduled class hours, students should arrange three additional hours per week to work on art projects. (3 lecture & 3 lab hours per week). Prerequisite: ARTS 1316 [CB50.0705.5226]

ARTS 2316
Painting I
(3 credits)

This course explores the potentials of various painting media with stress on color and composition. In addition to scheduled class hours, students should arrange three additional hours per week to work on art projects. (3 lecture & 3 lab hours per week). [CB50.0708.5226]

ARTS 2317
Painting II
(3 credits)

This course is an expansion of the concepts presented in Painting I with unrestricted subject matter. In addition to scheduled class hours, students should arrange three additional hours per week to paint. (3 lecture & 3 lab hours per week). Prerequisite: ARTS 2316. [CB50.0708.5226]

ARTS 2326
Sculpture I
(3 credits)

This course provides students with experience in sculpture in clay, wood, and found object materials. Art majors are expected to take a sculpture course. Students should arrange three additional hours per week to work in sculpture.(3 lecture & 3 lab hours per week) [CB50.0709.5126]

ARTS 2327
Sculpture II
(3 credits)

This course provides students with experience in sculpture in clay, wood, and found object materials. It is an expansion of the concepts presented in Sculpture I. Students should arrange three additional hours per week to work in sculpture. Prerequisite: ARTS 2326 (3 lecture & 3 lab hours per week) [CB50.0709.5126]

ARTS 2333
Printmaking I
(3 credits)

This course introduces students to printmaking techniques and principles. The student will explore woodcut, etching, dry point, monoprint and linocut methods. In addition to scheduled class hours, students should arrange three additional hours per week to work on projects. (3 lecture & 3 lab hours per week) [CB50.0710.5126]

ARTS 2334
Printmaking II
(3 credits)

This course is an extension of Printmaking I with the enclusion of serigraphy and lithography. In addition to scheduled class hours, students should arrange three additional hours per week to work on projects. Prerequisite: ARTS 2333 (3 lecture & 3 lab hours per week) [CB50.0710.5126]

ARTS 2341
Jewelry & Arts Metal I
(3 credits)

This course explores various methods of metal fabrication with an emphasis on jewelry making. The principles of two and three dimensional design are given careful consideration. The history and contemporary trends of art metals are examined. (3 lecture & 3 lab hours per week) [CB50.0713.5126]

ARTS 2342
Jewelry & Arts Metal II
(3 credits)

This course is a continuation of Art Metals I. It explores metal fabrication, jewelry making, history and contemporary trends. Prerequisite: ARTS 2341. (3 lecture & 3 lab hours per week). [CB50.0713.5126]

ARTS 2346
Ceramics I
(3 credits)

This course includes an introduction to hand building processes and glaze application. Students learn to use the potter's wheel with emphasis on individual expression. In addition to scheduled class hours, students should arrange three additional hours per week to work on art projects. (3 lecture & 3 lab hours per week) [CB50.0711.5126]

ARTS 2347
Ceramics II
(3 credits)

This course includes the combining of hand building and wheel thrown objects. Students learn the techniques of section pottery throwing. In addition to glaze application and kiln firing, Raku pottery will be introduced. Students should arrange at least three additional hours per week. (3 lecture & 3 lab hours per week) Prerequisite: ARTS 2346. [CB50.0711.5126]

ARTS 2348
Digital Art I
(3 credits)

This course includes an introduction to the processes and techniques of advertising art. In addition to scheduled class hours, students should arrange three additional hours per week to work on art projects. (3 lecture & 3 lab hours per week) [CB50.0402.5226]

ARTS 2349
Digital Art II
(3 credits)

This course is an advanced study of advertising art and production. In addition to scheduled class hours, students should arrange three additional hours per week to work on art projects. Prerequisite: ARTS 2348 (3 lecture & 3 lab hours per week) [CB50.0402.5226]

ARTS 2356
Photography I
(3 credits)

This course introduces the student to the fundamental elements of black & white techniques, knowledge of chemistry, and presentation skills with an emphasis on design, history and contemporary trends as a means of developing an understanding of photographic aesthetics. (3 lecture & 3 lab hours per week) [CB50.0605.5126]

ARTS 2357
Photography II
(3 credits)

This course builds upon the techniques and concepts presented in Photography I and focuses on continued development of printing and developing skills with emphasis placed on the development individual expression. (3 lecture & 3 lab hours per week) Prerequisite: ARTS 2356 [CB50.0605.5226]

ARTS 2366
Watercolor I
(3 credits)

Students explore the watercolor medium as a means of artistic expression through interpretation of still life, landscape, and figure subjects. In addition to scheduled class hours, students should arrange three additional hours per week to work on art projects. (3 lecture & 3 lab hours per week) [CB50.0708.5326]

ARTS 2367
Watercolor II
(3 credits)

This course presents a deeper exploration in the field of the watercolor medium as a means of artistic expression through interpretation of still life, landscape, figure, and non-objective approaches. In addition to scheduled class hours, students should arrange three additional hours per week to work on art projects. Prerequisite: ARTS 2366.(3 lecture & 3 lab hours per week) [CB50.0708.5326]

Astronomy

Dora Devery, Department Chairperson
Joseph Mills

ASTR 1403
Planetary Astronomy
(4 credits)

Introductory planetary astronomy course which includes basic material on the history of astronomy, physics of planetary motion, the nature of light, operation of telescopes, formation of solar system, terrestrial planets, Jovian planets, Kuiper Belt objects, comets, and asteroids. Lab includes observing the stars, nebulae, galaxies, planets, and a variety of exercises in observational astronomy. (3 lecture and 3 lab hours per week) **[CB40.0201.5103]**

ASTR 1404
Stellar & Galactic Astronomy
(4 credits)

An introductory course that will concentrate on the origin, life and fate of the stars, star clusters, galaxies, and cosmology. An appropriate laboratory program will include lab experiments, telescope observations, field trips, and Internet research. This is a course for non-science majors who need natural science credit or anyone interested in the study of the universe. (3 lecture and 3 lab hours per week)
[CB40.0201.5203]

Biology

Dwight Rhodes, Department Chairperson
Jerrod Butcher, John Matula, Tommy Dan Morgan

BIOL 1308
Contemporary Biology I
(3 credits)

This course covers fundamental characteristics of living matter from the molecular level to the ecological community. The course stresses basic biological principles relevant to animals. (3 lecture hours per week). Prerequisite: READ 0310. **[CB26.0101.5103]**

BIOL 1309
Contemporary Biology II
(3 credits)

This course covers fundamental characteristics of living matter from the molecular level to the ecological community. This course stresses basic biological principles relevant to plants. (3 lecture hours per week). Prerequisite: READ 0310. **[CB26.0101.5103]**

BIOL 1406
General Biology I
(4 credits)

An introductory survey of contemporary biology. Topics emphasized will include the chemical basis of life, structure and function of cells, energy transformations, and molecular biology and genetics. (3 lecture and 3 laboratory hours per week). Prerequisite: READ 0310. **[CB26.0101.5103]**

BIOL 1407
General Biology II
(4 credits)

An introductory survey of current biological concepts. Emphasis will be placed on topics which include evolution, biological diversity, ecology, and comparative structure and function of organisms. (3 lecture and 3 laboratory hours per week). Prerequisite: READ 0310. **[CB26.0101.5103]**

BIOL 2306
Environmental Conservation
(3 credits)

This course includes a study of the management of natural resources, the problems caused by population and pollution, the balance of nature, and man's importance in the environment. (3 lecture hours per week). Prerequisite: READ 0310 **[CB03.0103.5101]**

BIOL 2401
Anatomy and Physiology I
(4 credits)

This course includes a study of the structure and function of organ system of the human body. (3 lecture and 3 laboratory hours per week). Prerequisite: READ 0310. **[CB26.0707.5103]**

BIOL 2402
Anatomy and Physiology II
(4 credits)

This course continues the study of the structure and function of organ system of the human body. (3 lecture and 3 laboratory hours per week). Prerequisite: BIOL 2401. **[CB26.0707.5103]**

BIOL 2420
Basic Microbiology
(4 credits)

This one-semester course in microbiology stresses the principles and applications of microbial activity, with emphasis given to the bacterial types. This course stresses the role of micro-organisms in disease, ecology, sanitation, industry, and public health as well as considering sterilization techniques, pure culture techniques, and other aspects of microbial control. Basic Microbiology is recommended for students in biology, pre-med, pre-dental, nursing, and related medical fields. (3 lecture and 3 laboratory hours per week). Prerequisites: Either BIOL 1406 or BIOL 1407, or BIOL 2401, or BIOL 2402. **[CB26.0503.5103]**

Business Administration

Norman Bradshaw, Department Chairperson

BUSI 1301
Introduction to Business
(3 credits)

An overview of the American system of free enterprise, this course concentrates on business and its environment, organization and management of the enterprise, management of human resources, production, marketing, and finance. Primary emphasis is placed on the way American businesses work, what they can do well, and what they do poorly. (3 lecture hours per week). **[CB52.0101.5104]**

BUSI 1307
Personal Finance
(3 credits)

Personal and family accounts, budgets and budgetary control, bank accounts, charge accounts, borrowing, investing, insurance, standards of living, renting or home ownership, and wills and trust plans. (3 lecture hours per week). **[CB 19.0401.5109]**

BUSI 2301
Business Law
(3 credits)

An exploration of the role of law in business and society, including government regulation of business, legal reasoning, business organizations, anti-trust, and employment. (3 lecture hours per week). **[CB22.0101.5124]**

Chemistry

Dora Devery, Department Chairperson
Betty Graef, Donna Payne

CHEM 1405
Introductory Chemistry I
(4 credits)

Topics covered in this course include atomic molecular theory, valence, oxidation numbers, formulae, chemical equations, gas laws, and solutions. (3 lecture and 3 laboratory hours per week). Prerequisite: READ 0310. **[CB40.0501.5103]**

CHEM 1407
Introductory Chemistry II
(4 credits)

This course surveys organic and biochemistry, and it may include polymer chemistry and heterocyclic. (3 lecture and 3 laboratory hours per week). Prerequisite: CHEM 1405. **[CB40.0501.5103]**

CHEM 1411
General Chemistry and Analysis I
(4 credits)

The topics presented in this course include atomic structure, the periodic classification, the gas laws, reactions involving oxygen and hydrogen, solutions of electrolytes, ionization, and acids, bases, and salts. (3 lecture and 4 laboratory hours per week). Prerequisites: READ 0310 and MATH 0310. **[CB40.0501.5203]**

CHEM 1412
General Chemistry and Analysis II
(4 credits)

The topics presented in this course include thermodynamics, kinitics, properties of solutions, equilibria and electrochemistry. The student is introduced to computer and microscale techniques in laboratory investigations. Prerequisite: CHEM 1411 and MATH 1314. (3 lecture and 4 lab hours per week) **[CB40.0501.5203]**

CHEM 2423
Organic Chemistry I
(4 credits)
This course covers general principles and theories of elementary organic chemistry, with special emphasis on characteristics, structures, preparation, reactions, and nomenclature of hydrocarbons, alkyl halides, alcohols, and ethers. The student is introduced to micro-scale laboratory techniques. (3 lecture and 4 laboratory hours per week). Prerequisite: CHEM 1412. **[CB40.0504.5203]**

CHEM 2425
Organic Chemistry II
(4 credits)
This course covers general principles and theories of elementary organic chemistry, with special emphasis on characteristics, structures, preparation, reactions, and nomenclature of aldehydes, ketones, carboxylic acids, and amines. This course also covers stereochemistry and some elementary concepts in biochemistry. Microscale laboratory techniques are utilized. (3 lecture and 4 laboratory hours per week). Prerequisite: CHEM 2423. **[CB40.0504.5203]**

Child Development / Early Childhood

Jeanine M. Wilburn, Department Chairperson

CDEC 1313
Curriculum Resources for Early Childhood Programs
(3 credits)
A study of the fundamentals of curriculum design and implementation in developmentally appropriate programs for children. The student will define developmentally appropriate practices; describe the process of child-centered curriculum development; and develop guidelines for creating developmentally appropriate indoor and outdoor learning environments. The student will apply an understanding of teacher roles in early childhood classrooms; prepare a developmentally appropriate schedule including routines and transitions; and select, plan, implement, and evaluate developmentally appropriate learning experiences for children. (3 lecture hours per week). Corequisite: READ 0309. **[CIP19.0709]**

CDEC 1317
Child Development Associate Training I
(3 credits)
Based on the requirements for the Child Development Associate National Credential (CDA). Topics on CDA overview, general observation skills, and child growth and development overview. The four functional areas of study are creative, cognitive, physical, and communication. The student will identify methods to advance physical and intellectual competence; describe the CDA process, develop general observation skills and summarize basic child growth and development; utilize skills in writing, speaking, teamwork, time management, creative thinking, and problem solving. (3 lecture and 2 laboratory hours per week). Corequisite: READ 0309. **[CIP19.0709]**

CDEC 1319
Child Guidance
(3 credits)
An exploration of guidance strategies for promoting prosocial behaviors with individual and groups of children. Emphasis on positive guidance principles and techniques, family involvement and cultural influences. Practical application through direct participation with children. The student will summarize theories related to child guidance; explain how appropriate guidance promotes autonomy, self-discipline and life-long social skills in children; recognize the importance of families and culture in guiding children; and promote development of positive self-concept and prosocial behaviors in children. The student will apply appropriate guidance techniques to specific situations relating to children's behaviors and demonstrate skills in helping children resolve conflicts. (3 lecture and 1 laboratory hour per week). Corequisite: READ 0309. **[CIP19.0709]**

CDEC 1321
The Infant and Toddler
(3 credits)
A study of appropriate infant and toddler programs (birth to age 3), including an overview of development, quality caregiving routines, appropriate environments, materials and activities, and teaching/guidance techniques. The student will summarize prenatal development and the birth process; discuss theories of development as they apply to infants and toddlers; outline growth and development of children from birth to age 3; analyze components of quality infant/toddler caregiving and elements of appropriate indoor and outdoor environments. The student will provide developmentally appropriate materials and activities and use developmentally appropriate teaching/guidance techniques. (3 lecture hours per week). Corequisite: READ 0309. **[CIP19.0709]**

CDEC 1356
Emergent Literacy for Early Childhood
(3 credits)
An exploration of principles, methods, and materials for teaching young children language and literacy through a play-based integrated curriculum. The student will define literacy and emergent literacy; analyze various theories of language development; and describe the teacher's role in promoting emergent literacy. The student will create literacy environments for children; and select and share appropriate literature with children. (2 lecture and 3 laboratory hours per week). Corequisite: READ 0309. **[CIP19.0706]**

CDEC 1358
Creative Arts for Early Childhood
(3 credits)
An exploration of principles, methods, and materials for teaching children music, movement, visual arts, and dramatic play through process-oriented experiences to support divergent thinking. The student will define the creative process; describe the role of play in a child's growth and development and developmental sequences for creative arts; analyze teacher roles in enhancing creativity; describe concepts taught through the creative arts and components of creative environments. The student will plan, implement, and assess child-centered activities for music, movement, visual arts, and dramatic play. (2 lecture and 3 laboratory hours per week). Corequisite: READ 0309. **[CIP19.0709]**

CDEC 1359
Children With Special Needs
(3 credits)
A survey of information regarding children with special needs including possible causes and characteristics of exceptionalities, intervention strategies, available resources, referral processes, the advocacy role, and legislative issues. The student will summarize causes, incidences and characteristics of exceptionalities related to the domains of development; discuss current terminology and practices for intervention strategies; identify appropriate community resources and referrals for individual children and families; review legislation and legal mandates and their impact on practices and environments; explain the role of advocacy for children with special needs and their families. The student will use various types of materials and resources, including current technology, to support learning in all domains for all children. (3 lecture hours per week). Corequisite: READ 0309. **[CIP19.0709]**

CDEC 1384
Cooperative Ed. In Child Development I
(3 credits)
Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. The student will, as outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. (1 lecture and 20 laboratory hours per week). Corequisite: READ 0309 and 6 hours of CDEC **[CIP19.0706]**

CDEC 2307
Math and Science for Early Childhood
(3 credits)
An exploration of principles, methods, and materials for teaching children math and science concepts through discovery and play. The student will relate the sequence of cognitive development to the acquisition of math and science concepts and describe the scientific process and its application to the early childhood indoor and outdoor learning environments. The student will develop strategies which promote thinking and problem-solving skills in children; utilize observation and assessment as a basis for planning discovery experiences for the individual child; and create, evaluate, and/or select developmentally appropriate materials, equipment and environments to support the attainment of math and science concepts. (2 lecture and 3 laboratory hours per week). Corequisite: READ 0309. **[CIP19.0709]**

CDEC 2322
Child Development Associate Training II
(3 credits)
A continuation of the study of the requirements for the Child Development Associate National Credential (CDA). The six functional areas of study include safe, healthy, learning environment, self, social, and guidance. The student will explain methods to establish and maintain a safe, healthy learning environment, describe ways to support social and emotional development, and describe techniques used to provide positive guidance. The student will utilize skills in writing, speaking, problem solving, time management, and record keeping. (1 lecture and 5 laboratory hours per week). Prerequisite: READ 0309. [CIP19.0709]

CDEC 2324
Child Development Associate Training III
(3 credits)
A continuation of the study of the requirements for the Child Development Associate National Credential (CDA). Three of the 13 functional areas of study include family, program management, and professionalism. The student will describe methods to establish positive and productive relationships with families; explain methods to ensure a well-run, purposeful program responsive to participant needs; and identify how to maintain a commitment to professionalism; utilize skills in writing, speaking, problem-solving, time management, and record keeping. (1 lecture and 5 laboratory hours per week). Prerequisite: READ 0309. [CIP19.0709]

CDEC 2384
Cooperative Ed. In Child Development II
(3 credits)
Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. The student will, as outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. (1 lecture and 20 laboratory hours per week). Prerequisite: READ 0309 and ENGL 0309. [CIP19.0706]

CDEC 2426
Administration of Programs for Children I
(4 credits)
A practical application of management procedures for early child care education programs, including a study of planning, operating, supervising, and evaluating programs. Topics on philosophy, types of programs, policies, fiscal management, regulations, staffing, evaluation, and communication. The student will analyze the planning functions; evaluate the operational functions and interpret the supervisory functions of an administrator. The student will summarize the evaluation of functions in an early care and education program and explore methods of effective communication and utilize skills in speaking, writing, computation, and computer utilization. (3 lecture and 2 laboratory hours per week). Prerequisite: READ 0309 and ENGL 0309. [CIP19.0708]

CDEC 2428
Administration of Programs for Children II
(4 credits)
An in-depth study of the skills and techniques in managing early care and education programs, including legal and ethical issues, personnel management, team building, leadership, conflict resolution, stress management, advocacy, professionalism, fiscal analysis and planning parent education/partnerships, and technical applications in programs. The student will discuss codes of conduct; describe communication skills needed in effectively administering an early care and education program; discuss the importance of parent education/partnerships in early care and education programs; explain the administrator's role in advocacy; describe personnel management skills necessary to administer programs; explain legal issues which impact programs; evaluate fiscal responsibilities of an administrator; and examine current technology and issues in early care and education administration. The student will utilize skills in speaking, writing, computation, and computer utilization. (3 lecture and 2 laboratory hours per week). Prerequisite: READ 0309 and ENGL 0309 [CIP19.0708]

EDUC 1301
Introduction to the Teaching Profession
(3 credits)
An enriched integrated pre-service course and content experience that provides active recruitment and institutional support of students interested in a teaching career, especially in high need fields; provides students with opportunities to participate in early field observations at all levels of P-12 schools with varied and diverse student populations; provides students with support from college and school faculty, preferably in small cohort groups, for the purpose of introduction to and analysis of the culture of schooling and classrooms; and includes 16 hours of field-experience activities in P-12 schools. (3 lecture and 1 lab hour per week) Prerequisite: ENGL 0310, READ 0310. [CB1301015109]

EDUC 2301
Special Populations
(3 credits)
An enriched integrated pre-service course and content experience that provides an overview of schooling and classrooms from the perspectives of language, gender, socioeconomic status, ethnic, and academic diversity and equity with an emphasis on factors that facilitate learning; provides students with opportunities to participate in early field observations of P-12 special populations; and includes 16 hours of field-based activities, which must be with special populations in P-12 schools. (3 lecture hours per week). Prerequisite: ENGL 0310, READ 0310. [CB13.1001.5109]

TECA 1303
Family, School and Community
(3 credits)
A study of the child, family, community, and schools including parent education and education and involvement, family and community lifestyles, child abuse, and current family life issues. Requires students to participate in field experiences of 16 hours with children from infancy through age 12 in a variety of settings with varied and diverse populations. (3 lecture and 1 field experience hour per week). Prerequisite: ENGL 0310, READ 0310. [CB1907015109]

TECA 1311
Educating Young Children
(3 credits)
An introduction to the education of the young child, including developmentally appropriate practices and programs, theoretical and historical perspectives, ethical and professional responsibilities, and current issues. Requires students to participate in field experiences of 16 hours with children from infancy through age 12 in a variety of settings with varied and diverse populations. (3 lecture and 1 field experience hour per week). Prerequisite: ENGL 0310, READ 0310. [CB1907085109]

TECA 1318
Wellness of the Young Child
(3 credits)
A study of the factors that impact the well-being of the young child including healthy behavior, food, nutrition, fitness, and safety practices. Focus on local and national standards and legal implications of relevant policies and regulations. Requires students to participate in field experiences of 16 hours with children from infancy through age 12 in a variety of settings with varied and diverse populations. (3 lecture and 1 field experience hour per week). Prerequisite: ENGL 0310, READ 0310. [CB1907085209]

TECA 1354
Child Growth and Development
(3 credits)
A study of the principles of normal child growth and development from conception to adolescence. Focus on physical, cognitive, social, and emotional domains of development. The student will summarize principles of growth and development and developmental processes on early childhood practices and types and techniques of observation; and explain the importance of play. The student will demonstrate skills in practical application of developmental principles and theories, observation techniques and recognition of growth and developmental patterns. (3 lecture hours per week). Corequisite: ENGL 0310, READ 0310. [CB1907065209]

Chinese

Amalia D. Parra, Department Chairperson

CHIN 1411
Beginning Chinese I
(4 credits)

Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. (3 lecture & 2 lab hours per week) [CB 16.0301.5113]

CHIN 1412
Beginning Chinese II
(4 credits)

Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. (3 lecture & 2 lab hours per week) Prerequisite: CHIN 1411 [CB 16.0301.5113]

CHIN 2311
Intermediate Chinese I
(3 credits)

Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture. (3 lecture & 1 lab hour per week) Prerequisite: CHIN 1412 [CB 16.0301.5213]

CHIN 2312
Intermediate Chinese II
(3 credits)

Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture. (3 lecture & 1 lab hour per week) Prerequisite: CHIN 2311 [CB 16.0301.5213]

Communications

William C. Lewis, Department Chairperson
Mark Moss, Jason Nichols

COMM 1307
Introduction to Mass Communication
(3 credits)

Study of the media by which entertainment and information messages are delivered. Includes an overview of the traditional mass media: their functions, structures, supports, and influences. (3 lecture hours per week). [CB09.0102.51 06]

COMM 1318   Photography I
3 credits
(Cross-listed as ARTS 2356)

Introduction to the basics of photography. Includes camera operation, techniques, knowledge of chemistry, and presentation skills. Emphasis on design, history, and contemporary trends as a means of developing an understanding of photographic aesthetics. Photographic equipment provided. (2 lecture and 4 lab hours per week) [CIP 50.0605.5126]

COMM 1336
Television Production I
(3 credits)

Practical experience in the operation of television studio and control room equipment, including both pre- and post-production needs. Includes live and taped studio program content, studio camera operation, and television audio. Emphasizes television producing and directing utilizing underlying principles of video technology. (2 lecture and 4 lab hours per week). [CB10.0202.5206]

COMM 1337
Television Production II
(3 credits)

This course continues practical experience in the operation of television studio and field equipment, including both pre- and post-production needs. Topics include field camera setup and operation, field audio, television directing, and in-camera or basic continuity editing with an emphasis on underlying principles of video technology.(2 lecture and 4 lab hours per week). [CB10.0202.52 06]

COMM 2303
Audio/Radio Production
(3 credits)

Concepts and techniques of sound production, including the coordinating and directing processes. Hands-on experience with equipment, sound sources, and direction of talent. (2 lecture and 2 lab hours per week) [CB10.0202.51 06]

COMM 2311
News Gathering & Writing I
(3credits)

Fundamentals of writing news for the mass media. Includes instruction in methods and techniques for gathering, processing, and delivering news in a professional manner. (2 lecture and 4 lab hours per week) [CB09.0401.57 06]

COMM 2326   Practicum in Electronic Media
3 credits

Lecture and laboratory instruction and participation. (1 lecture and 5 lab hours per week) **Prerequisite: COMM 2311. [CIP 09.0701.5306]**

COMM 2327
Introduction to Advertising
(3 credits)

Fundamentals of advertising including marketing theory and strategy, copy writing, design, and selection of media. (3 lecture hours per week) [CIP 09.0903.51 06]

COMM 2331
Radio/Television Announcing
(3 credits)

Principles of announcing: study of voice, diction, pronunciation, and delivery. Experience in various types of announcing. Preparation for opportunities in announcing employment in news, sports, commercial, voice talent, disk jockey, radio and TV. (3 lecture hours per week). [CB 09.0701.54 06]

COMM 2332
Radio/Television News
(3 credits)

Preparation and analysis of news styles for the electronic media. (2 lecture and 4 lab hours per week) [CB09.0402.52 06]

COMM 2366
Introduction to Film
(3 credits)

Emphasis on the analysis of the visual and aural aspects of selected motion pictures, dramatic aspects of narrative films, and historical growth and sociological effect of film as an art. (2 lecture and 2 lab hours per week). [CB50.0602.51 26]

RTVB 1250
Radio Experience I
(2 Credits)

Laboratory experience in radio operation and announcing by broadcasting on a radio station. (1 lecture & 2 lab hours per week) [CIP 09.0701]

RTVB 1301
Broadcast News Writing
(3 credits)

Instruction in the writing and organization of news copy. Topics include proper style and format used for broadcast news scripts, organization of newscasts, use of computerized news editing systems. (2 lecture and 4 lab hours per week). [CIP09.0701]

RTVB 1309
Audio/Radio Production I
(3 credits)

Concepts and techniques of sound production including basic recording, mixing, and editing techniques. (2 lecture and 2 laboratory hours per week) [CIP09.0701]

RTVB 1321
TV Field Production
(3 credits)

Pre-production, production, and post-production process involved in field television production. Topics include field camera setup and operation, field audio, television directing, and in-camera or basic continuity editing with an emphasis on underlying principles of video technology. (2 lecture and 4 laboratory hours per week) [CIP09.0701]

RTVB 1325
TV Studio Production
(3 credits)

Basic television production. Includes live and taped studio program content, studio camera operation, and television audio. Emphasizes television producing and directing utilizing underlying principles of video technology. (2 lecture and 4 laboratory hours per week) [CIP09.0701]

RTVB 1329
Scriptwriting
(3 credits)

Writing of commercials, public service announcements, promos, news documentaries, and other broadcast and film materials. Emphasis on

the format and style of each type of writing and development of a professional writing style. (2 lecture and 4 laboratory hours per week) [CIP09.0701]

RTVB 1355
Radio and Television Announcing
(3 credits)

Radio and TV announcing skills such as voice quality, articulation, enunciation, and pronunciation. Preparation for opportunities in announcing employment in news, sports, commercial, voice talent, and disk jockey and radio and TV. (2 lecture and 4 laboratory hours per week) [CIP09.0701]

RTVB 1380,1381, 2380, 2381
Cooperative Education – Radio and Television
(3 credits)

Radio and TV announcing skills such as voice quality, articulation, enunciation, and pronunciation. Preparation for opportunities in announcing employment in news, sports, commercial, voice talent, and disk jockey and radio and TV. (1 lecture and 20 laboratory hours per week) Prerequisite: RTVB 1301 or COMM 2311. [CIP09.0701]

RTVB 1391
Special Topics in Radio and Television Broadcasting
(3 credits)

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. (2 lecture and 4 laboratory hours per week) [CIP09.0701]

RTVB 2331
Audio/Radio Production III
(3 credits)

Advanced concepts in audio/radio recording and editing, including digital editing, sound processing systems, and multitrack mix down recording techniques. (2 lecture and 4 laboratory hours per week) [CIP09.0701]

RTVB 2337
TV Production Workshop I
(3 credits)

Application and design of video productions in location or studio shooting environments with real deadlines and quality control restrictions. Students will produce programming for KACC-TV. (2 lecture and 4 laboratory hours per week) [CIP09.0701]

RTVB 2340
Portfolio Development
(3 credits)

Preparation and presentation of a portfolio suitable for employment in the media industry. This course is intended to be taken in the last semester. (1 lecture and 6 laboratory hours per week) Prerequisite: RTVB 1301 or COMM 2311 [CIP 09.0701]

Computer Information Technology

Thomas Magliolo, Department Chair
Richard Melvin, Cathy LeBouef

It is the responsibility of all students taking a computer science internet course(s) to contact their instructor(s) at the beginning of the semester.

In the BCIS 1405, internet course, it is necessary for students to use the same textbook and software version that is being used at Alvin Community College Computer Information Technology Department. This allows students to locate correct assignments and examples. Internet students taking a computer science course have access to the computer laboratories when space is available.

In internet programming courses, it is recommended that students use the same software that is used at ACC. The student accepts the responsibility of installing the necessary software and creating the necessary files. Internet students taking a computer science programming course have access to the laboratories when space is available.

BCIS 1405
Business Computer Applications
(4 credits)

This course contains an overview of computer concepts, computer vocabulary, and microcomputer applications. The course requires the use of a microcomputer (3 lecture and 3 laboratory hours per week). Prerequisite: READ 0309. [CB5212025227]

BCIS 1420
Introductory C Programming
(4 credits)

Introduction to business programming techniques. Includes structured programming methods, designing customized software applications, testing documentation, input specification, and report generation. (3 lecture and 3 lab hours per week). Prerequisite: READ 0309 and MATH 0310. [CB52120225227]

BCIS 1431
Programming in Visual Basic
(4 credits)

Introduction to business programming techniques. Includes structured programming methods, designing customized software applications, testing documentation, input specification, and report generation. (3 lecture and 3 lab hours per week). Prerequisite: READ 0309 and MATH 0310. [CB52120225227]

BCIS 2431
Advanced Programming Visual Basic
(4 credits)

Further applications of business programming techniques. Advanced topics may include varied file access techniques, system profiles and security, control language programming, data validation program design and testing, and other topics not normally covered in an introductory information systems programming course. (3 lecture and 3 lab hours per week). Prerequisites: READ 0309, MATH 1314 and BCIS 1431. [CB52120225227]

COSC 1401
Microcomputer Applications
(4 credits)

This course contains an overview of computer concepts, computer vocabulary, and microcomputer applications. The course requires the use of a microcomputer. (3 lecture and 3 laboratory hours per week). Prerequisite: READ 0309 [CB11.0101.5107]

COSC 1415
Fundamentals of Programming
(4 credits)

Introduction to computer programming. Emphasis on the fundamentals of structured design, development, testing, implementation, and documentation. Includes coverage of language syntax, data and file structures, input/output devices, and disks/files. (3 lecture and 3 laboratory hours per week. Prerequisite: READ 0309 and MATH 0310. [CB52120225227]

COSC 1420
Computer Programming -- C++
(4 credits)

Emphasis on the fundamentals of structured design with development, testing, implementation, and documentation. Includes language syntax, data, input/output devices, and files. (3 lecture and 3 laboratory hours per week). Prerequisite: BCIS 1405, MATH 0312. Corequisite: MATH 1314 [CB1102015227]

COSC 1430
Computer Programming - JAVA
(4 credits)

Introduction to computer programming in various programming languages. Emphasis on the fundamentals of structured design, development, testing, implementation, and documentation. Includes coverage of language systax, data and file structures, input/output devices, and disks/files. (3 lecture and 3 laboratory hours per week). Prerequisite: MATH 0310 and BCIS 1405 or COSC 1401. [CB1102015227]

COSC 1436
Programming Fundamentals I
(4 credits)

Introduces the fundamental concepts of structured programming. Topics include software development methodology, data types, control structures, functions, arrays, and the mechanics of running, testing, and debugging. This course may use instructional examples and assignments from various programming languages, including but not limited to C, C++, C#, and/or Java. COSC 1436 or any higher level COSC course will meet the core curriculum and/or Associate in Arts or Associate in Sciences requirement. (3 lecture and 3 laboratory hours per week)[CIP 11.02015507]

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COSC 1437
Programming Fundamentals II
(4 credits)
Review of control structures and data types with emphasis on structured data types. Applies the object-oriented programming paradigm, focusing on the definition and use of classes along with the fundamentals of object-oriented design. Includes basic analysis of algorithms, searching and sorting techniques, and an introduction to software engineering. This course may use instructional examples and assignments from various programming languages, including but not limited to C, C++, C#, and/or Java. COSC 1437 or any higher level COSC course will meet the core curriculum and/or Associate in Arts or Associate in Sciences requirement.
Prerequisite: COSC 1436 and college-level algebra or higher. (3 lecture and 3 laboratory hours per week) **[CIP 11.02015607]**

COSC 2315
Data Structures
(3 credits)
This course is an introduction to data structures and algorithm development. Topics include: arrays, records, linked list, stacks, queues, binary trees, sorting, and searching. (3 lecture hours per week). Prerequisite: BCIS 1405 or COSC 1401, and COSC 1420. **[CB1102015327]**

COSC 2420
Advanced Computer Programming - C++
(4 credits)
Topics include object-oriented programming, dynamic memory allocation, classes, function overloading, inheritance, polymorphism, streams, templates, exception handling. (3 lecture and 3 laboratory hours per week). Prerequisite: READ 0309 and COSC 1420. **[CB1102015327]**

COSC 2425
Computer Organization and Machine Language
(4 credits)
Basic computer organization; machine cycle, digital representation of data and instructions; assembly language programming, assembler, loader, macros, subroutines, and program linkages. (3 lecture and 3 laboratory hours per week). Prerequisite: READ 0309 and COSC 1420 **[CB11.0201.5407]**

COSC 2436
Programming Fundamentals III
(4 credits)
Further applications of programming techniques, introducing the fundamental concepts of data structures and algorithms. Topics include recursion, fundamental data structures (including stacks, queues, linked lists, hash tables, trees, and graphs), and algorithmic analysis. This course may use instructional examples and assignments from various programming languages, including but not limited to C, C++, C#, and/or Java. COSC 2436 or any higher level COSC course will meet the core curriculum and/or Associate in Arts or Associate in Sciences requirement. Prerequisite: COSC 1437.(3 lecture and 3 Lab hours per week)
[CIP 11.02015707]

CPMT 1403
Introduction to Computer Technology
(4 credits)
This is a fundamental computer course that provides information on procedures to properly utilize computer hardware and software. The student will become familiarized with the terminology and various acronyms associated with computers and the computer industry. The course also informs the student about the wide variety of career opportunities available in Computer Technology. (3 lecture and 3 laboratory hours per week) **[CIP15.0402]**

CPMT 1411
Introduction to Computer Maintenance
(4 credits)
This course is an introduction to the various components that make up a microcomputer system. The student will identify and learn the operation of the individual modules and assemble and connect them to create a complete microcomputer system. In addition, the student will also learn the evolution of the microprocessor and microprocessor bus systems. (3 lecture and 3 laboratory hours per week). **[CIP47.0104]**

CPMT 1445
Computer Systems Maintenance
(4 credits)
Functions of the components within a computer system. Development of skills in the use of test equipment and maintenance aids. (2 lecture and 6 lab hours per week) **[CIP: 47.0104]**

CPMT 1447
Computer Systems Peripherals
(4 credits)
Theory and practices involved in computer peripherals, operation and maintenance techniques, and specialized test equipment. (2 lecture plus 6 lab hours per week) **[CIP: 47.0104[**

CPMT 2445
Computer System Troubleshooting
(4 credits)
This course teaches the principles and practices involved in troubleshooting hardware and software problems in computer systems. The student will be aided by advanced diagnostic test programs and specialized test equipment that can give information on a specific troubleshooting technique to use. (3 lecture and 3 laboratory hours per week). Prerequisite: CPMT 1411.
[CIP15.0402]

IMED 2415
Web Design
(4 credits)
A study of mark-up language advanced layout techniques for creating web pages. Emphasis on identifying the target audience and producing web sites according to accessibility standards, cultural appearance, and legal issues. (3 lecture and 3 laboratory hours per week) **[CIP 11.0801]**

ITMC 2355
Deploying & Managing Microsoft Internet Security & Acceleration Server
(3 credits)
Advanced concepts of deploying and managing Microsoft Internet Security and Acceleration (ISA) Server in an enterprise environment. Explain the use of ISA Server as a cache server and as an enterprise firewall; Install and configure ISA Server as a cache server and as a firewall; configure access policies to enable secure internet access for client computers; configure ISA Server as a cache server; configure ISA Server as a virtual private network (VPN); configure ISA Server as a firewall; configure access to selected internal resources; monitor ISA Server activities by using alerts, logging, reporting, and real-time monitoring; install and configure ISA Server for an enterprise environment. (2 lecture and 2 laboratory hours per week) Prerequisite ITMT 1340. **[CIP11.0901]**

ITMT 1302
Windows Seven Configuration
(3 credits)
A study of Windows Seven operating system; installation, configuration, and troubleshooting; file management; users accounts and permissions;security features; network connectivity; setup ofexternal devices; optimization and customization;and deployment of application, with hand-onexperience. . (2 lecture and 2 laboratory hours perweek) Prerequisites: ITNW 1358 or 1325 and BCIS 1405 or COSC 1401. **[CIP11.0901]**

ITMT 1340
Managing and Maintaining a Microsoft Windows Server 2003 Environment
(3 credits)
Managing accounts and resources, maintaining server resources, monitoring server performance, and safeguarding data in a Microsoft Windows Server 2003 environment. (2 lecture and 2 laboratory hours per week). Prerequisite: BCIS 1405 or COSC 1401, and ITNW 1325 or 1358. **[CIP11.0901]**

ITMT 1350
Implementing Managing, & Maintaining a Windows Server 2003 Network Infrastructure
(3 credits)
Implementing routing; implementing, managing, and maintaining Dynamic Host Configuration Protocol (DHCP), Domain Name System (DNS), and Windows Internet Name Service (WINS); securing Internet Protocol (IP) traffic with Internet Protocol security (IPSec) and certificates; implementing a network access infrastructure by configuring the connections for remote access clients; and managing and monitoring network access. (2 lecture and 2 laboratory hours per week).
Prerequisite: ITMT 1340 **[CIP11.0901]**

ITMT 1355
Planning & Maintaining a Microsoft Windows Server 2003 Network Infrastructure
(3 credits)
Plan a TCP/IP physical and logical network; plan a Dynamic Host Configuration Protocol (DHCP) strategy; plan a Domain Name System (DNS) strategy; plan and optimize Windows Internet Naming Service (WINS); and troubleshoot network access.. (2 lecture and 2 laboratory hours per week). Prerequisite: ITMT 1340 **[CIP11.0901]**

ITMT 2300
Planning, Implementing & Maintaining a Windows Server 2003 Active Directory Infrastructure
(3 credits)
Windows Server 2003 directory service environment. Includes forest and domain structure; Domain Name System (DNS); site topology and replication; organizational unit structure and delegation of administration; Group Policy; and user, group, and computer account strategies. (2 lecture and 2 laboratory hours per week).
Prerequisite: ITMT 1340 or ITMT 2301. [CIP11.0901]

ITMT 2301
Windows Server 2008 Network Infrastructure Configuration
(3 credits)
A course in Windows Server 2008 networking infrastructure to include installation, configuration,and troubleshooting of Internet Protocol (IP) addressing, network services and security.Prerequisite ITMT 1302. [CIP11.0901]

ITMT 2302
Windows Server 2008 Active Directory Configuration
(3 credits)
A study of Active Directory Service on Windows Server 2008. Concepts of resource management within an enterprise network environment. (2 lecture and 2 laboratory hours per week).
Prerequisite ITMT 1340. [CIP11.0901]

ITMT 2322
Windows Server 2008 Applications Infrastructure Configuration
(3 credits)
A course in the installation, configuring, maintaining, and troubleshooting of an Internet Information Services (IIS) 7.0 web server and Terminal Services in Windows Server 2008 (2 lecture and 2 laboratory hours per week). Prerequisite ITMT 2301 or ITMT 1340. [CIP11.0901]

ITMT 2330
Designing a Microsoft Windows Server 2003 Active Directory Infrastructure
(3 credits)
Designing a Microsoft Active Directory service and network infrastructure for a Microsoft Windows Server 2003 environment. Intended for systems engineers who are responsible for designing directory service and/or network infrastructures. Prerequisite: ITMT1340. [CIP11.0901]

ITMT 2340
Designing Security for Server 2003 Networks
(3 credits)
Assembling the design team, modeling threats, and analyzing security risks in order to meet business requirements for securing computers in a networked environment. Includes decision-making skills through an interactive tool that simulates real-life scenarios. Focuses on collecting information and sorting through details to resolve a given security requirement. (2 lecture and 2 lab hours per week) Prerequisite: ITMT 1302 or ITMT 1340. [CIP11.0901]

ITMT 2346
Implementing & Administering Security in a Microsoft Windows Server 2003 Network
(3 credits)
Addresses the Microsoft Certified Systems Administrator (MCSA) and Microsoft Certified Systems Engineer (MCSE) skills path for information technology security practitioners. Focuses on Microsoft Windows Server 2003 infrastructure solutions. Includes client-focused content where appropriate. Provides functional skills in planning and implementing infrastructure security. (2 lecture and 2 laboratory hours per week).
Prerequisite: ITMT 1340. [CIP11.0901]

ITMT 2351
Windows Server 2008: Server Administrator
(3 credits)
Knowledge and skills for the entry-level server administrator or information technology (IT) professional to implement, monitor and maintain Windows Server 2008 servers. (2 lect. & 2 lab. hrs/ week). Prerequisite ITMT 2301 or ITMT 2302. [CIP11.0901]

ITNW 1325
Fundamentals of Networking
(3 credits)
Instruction in networking technologies and their implementation. Topics include the OSI reference model, network protocols, transmission media, and networking hardware and software. (2 lecture and 2 laboratory hours per week). [CIP11.0901]

ITNW 1358
Network+
(3 credits)
Prepares individuals for a career as a Network Engineer in the Information Technology support industry. Includes the various responsibilities and tasks required for service engineer to successfully perform in a specific environment. Prepares individuals to pass the Computing Technology Industry Association (CompTIA) Network+ certification exam. (2 lecture plus2 lab hours per week) [CIP11.0901]

ITNW 2321
Networking with TCP/IP
(3credits)
Set up, configure, use, and support Transmission Control Protocol/Internet Protocol (TCP/IP) on networking operating systems. Configure IP addressing and routing; design and implement a domain name server; implement static and dynamic IP addressing; explain subnets and supernets; and use network management utilities to manage and troubleshoop IP networks. (2 lecture and 2 laboratory hours per week). Prerequisite: ITMT 1302 or ITMT 1340. [CIP11.0901]

ITSE 1407
Introduction to C++ Programming
(4 credits)
Introduction to computer programming using C++. Emphasis on the fundamentals of structured design with development, testing, implementation, and documentation. Includes language syntax, data and file structures, input/output devices, and files. (3 lecture and 3 laboratory hours per week). Prerequisite: BCIS 1405 or COSC 1401. [CIP11.0201]

ITSE 1422
Introduction to C Programming
(4 credits)
Introduction to programming using C. Emphasis on the fundamentals of structured design, development, testing, implementation, and documentation. Includes language syntax, data and file structures, input/output devices, and files. (3 lecture and 3 laboratory hours per week). Prerequisite: READ 0309. [CIP11.0201]

ITSE 1431
Introduction to Visual BASIC Programming
(4 credits)
Introduction to computer programming using Visual BASIC. Emphasis on the fundamentals of structured design, development, testing, implementation, and documentation. Includes language syntax, data and file structures, input/output devices, and files. (3 lecture and 3 laboratory hours per week). Prerequisite: READ 0309. [CIP11.0201]

ITSE 1445
Introduction to Oracle SQL
(4 credits)
An introduction to the design and creation of relational databases using Oracle. topics include storing, retrieving, updating, and displaying data using Structured Query Language (SQL). (3 hours lecture and 3 laboratory hours per week). Prerequisite: BCIS 1431 or BCIS 1420 or another programming language course. [CIP11.0201]

ITSE 1491
Special Topics in Computer Programming – Computer Programming
(4 credits)
This course is an introduction to computer programming. (3 lecture and 3 laboratory hours per week). Prerequisite: MATH 0309 and BCIS 1405 or COSC 1401. [CIP11.0201]

ITSE 2387
Internship - Computer Programming
(3 credits)
An experience external to the college for an advanced student in a specialized field involving a written agreement between the educational institution and a business or industry. Mentored and supervised by a workplace employee, the student achieves objectives that are developed and documented by the college and that are directly related to specific occupational outcomes. This may be a paid or unpaid experience. (20 laboratory hours per week). Prerequisite: READ 0309 and at least 3 computer programming languages from ITSE 1422, COSC 1420, ITSE 1431 or ITSE 2417.[CIP11.0201]

ITSE 2402
Intermediate Web Programming
(4 credits)
Intermediate applications for web authoring. Topics may include server side include (SSI), Perl, HTML, Java, Javascript, and/or ASP. (3 lecture and 2 laboratory hours per week). Prerequisite: ITSE 1411. [CIP11.0201]

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ITSE 2409

Database Programming

(4 credits)

Application development using database programming techniques emphasizing database structures, modeling, and database access. (3 lecture and 3 laboratory hours per week). Prerequisite: BCIS 1405 or COSC 1401. [CIP11.0201]

ITSE 2413

Web Authoring

(4 credits)

Instruction in designing and developing web pages that incorporate text, graphics, and other supporting elements using current technologies and authoring tools. (3 lecture and 3 laboratory hours per week). Prerequisite: READ 0309. [CIP11.0201]

ITSE 2417

JAVA Programming

(4 credits)

Introduction to JAVA programming with object-orientation. Emphasis on the fundamental syntax and semantics of JAVA for applications and web applets. (3 lecture and 3 laboratory hours per week). Prerequisite: READ 0309 and BCIS 1420. [CIP11.0201]

ITSE 2449

Advanced Visual BASIC Programming

(4 credits)

Further applications of programming techniques using Visual BASIC. Topics include file access methods, data structures and modular programming, program testing and documentation. (3 lecture and 3 laboratory hours per week). Prerequisite: READ 0309, ITSE 1431, and BCIS 1431. [CIP11.0201]

ITSY 1342

Information Technology Security

(3 credits)

Basic information security goals of availability, integrity, accuracy, and confidentiality. Vocabulary and terminology specific to the field of information security are discussed. Identification of exposures and vulnerabilities and appropriate countermeasures are addressed. The importance of appropriate planning and administrative controls is also discussed.(2 lecture and 2 laboratory hours per week) Prerequisite: ITMT 1340 [CIP11.0901]

ITSW 1404

Introduction to Spreadsheets

(4 credits)

This course is an instruction in the concepts, procedures, and application of electronic spreadsheets. This course will identify spreadsheet terminology and concepts; create formulas and functions; use formatting features; and generate charts, graphs, and reports. (3 lecture and 3 laboratory hours per week) Prerequisites: READ 0309 [CIP11.0301]

Court Reporting

Bill Cranford, Department Chairperson
Karen Downey, Micki Kincaide, Laura Noulles, Robin McCartney, Jim Preston, Roland Scott

CRTR 1207

Machine Shorthand Speedbuilding (60-80)

(2 credits)

Continued development of realtime shorthand skills through readback, machine practice, and transcription. this course is designed to be repeated to meet program standards. (2 lecture and 1 laboratory hours per week) Prerequisite: CRTR 1404 [CIP22.0303]

CRTR 1302

Law and Legal Terminology

(3 credits)

Instruction in civil law, criminal law, the judicial system (discovery trial and appellate process), methods of researching legal citations, and the legal terms used in the reporting profession. (3 lecture hours per week). Prerequisite: READ 0310, ENGL 0310. [CIP52.0405]

CRTR 1308

Realtime Reporting I

(3 credits)

Development of skills necessary for writing conflict-free theory and dictation practice using computer-aided technology and instructional interaction. Emphasis will be placed on writing techniques to ensure a conflict-free system of machine writing by drill and dictation of geographical matter, names in current events and history, number inputting, along with methods of preparing transcripts. (2 lecture and 3 laboratory hours per week). Prerequisites: CRTR 1314, CRTR 1406. [CIP52.0405]

CRTR 1312

Reporting Communications I

(3 credits)

Study of basic rules of English grammar and spelling, punctuation, capitalization and proofreading skills as they apply to the production of transcripts of the spoken word in the reporting field. (2 lecture and 3 laboratory hours per week). Prerequisite: READ 0310, ENGL 0310. [CIP52.0405]

CRTR 1314

Reporting Technology I

(3 credits)

Introduction to computer-aided transcription terminology and systems based on computer-compatible theory. The course includes lectures, dictation, and practical applications of word processing, videotaping, and computer-aided transcription, including proofreading of rough drafts and production of the finished transcript. (2 lecture and 3 laboratory hours per week). Prerequisite: CRTR 1404. [CIP52.0405]

CRTR 1346

Captioning Reporting I

(3 credits)

Introduction to realtime/caption production procedures with transcription of materials produced in proper form. Topics include specialized vocabulary (legal, medical, media, education, etc.), utilizing realtime/caption equipment, the psychology for writing realtime, and the procedures for operation of realtime/captioning software and hardware (2 lecture and 3 laboratory hours per week.) Prerequisite: CRTR 2401. [CIP52.0405]

CRTR 1357

Literary/Jury Charge Dictation I (100-120)

(3 credits)

Skills necessary to develop speed and accuracy in writing and transcribing literary/jury charge dictation. This course is designed to be repeated to meet program standards. (2 lecture and 3 laboratory hours per week.) Prerequisite: CRTR 1404. [CIP22.0303]

CRTR 1359

Literary/Jury Charge Dictation II (140-160)

(3 credits)

Continued skill development necessary for speed and accuracy in writing and transcribing literary/jury charge dictation. (2 lecture and 3 laboratory hours per week.) Prerequisite: CRTR 1406. [CIP22.0303]

CRTR 1404

Machine Shorthand I

(4 credits)

Instruction in general principles of conflict-free machine shorthand theory and skill building through readback of dictation notes, machine practice, and transcription. (2 lecture and 8 laboratory hours per week). Prerequisite: READ 0310, ENGL 0310 [CIP52.0405]

CRTR 1406

Machine Shorthand II (60-80-100)

(4 credits)

Continued development of conflict-free shorthand skills through readback of dictation notes, machine practice and transcription. The student's objective is to pass tests at 60 wpm, 80 wpm, and 100 wpm. (2 lecture and 8 laboratory hours per week). Prerequisites: CRTR 1404, READ 0310, ENGL 0310. [CIP52.0405]

CRTR 2236

Accelerated Machine Shorthand II (180-200-225)

(2 credits)

Continuation of skill development and mastery of high-speed dictation including readback, machine practice and transcript production. this course may be repeated multiple times until machine shorthand standards are met. (2 lecture and 3 laboratory hours per week.) Prerequisite: CRTR 2401. [CIP22.0303]

CRTR 2306

Medical Reporting

(3 credits)

Orientation to medical terms and anatomy as needed in the reporting profession. Topics include medical reporting transcription techniques and production of machine shorthand medical transcripts. Lectures, study guides, tests, and exercises designed to ensure the student's knowledge of the components in building a medical vocabulary and the application thereof. (3 lecture hours per week). Prerequisite: READ 0310, ENGL 0310, CRTR 1404, [CIP52.0405]

CRTR 2311
Reporting Communications II
(3 credits)
In-depth coverage of grammar, spelling, punctuation, capitalization, vocabulary and proofreading skills necessary to produce reporting and/or spoken word documents. The student is given dictation for transcribing and is tutored in voice and speech patterns while reading notes aloud. (2 lecture hours and 3 laboratory hours per week). Prerequisites: READ 0310, ENGL 0310, CRTR 1312. [CIP52.0405]

CRTR 2312
Court Reporting Procedures
(3 credits)
Instruction in the role of the court reporter in court proceedings and/or depositions. (2 lecture and 3 laboratory hours per week.) Prerequisite: CRTR 2401 and CRTR 1308. [CIP22.0303]

CRTR 2313
Reporting Technology II (Scopist)
(3 credits)
Instruction in the operation, maintenance, and assembly of a computer-aided real-time transcription system, including the computer functions necessary for transcript production. (2 lecture hours and 3 laboratory hours per week). Prerequisites: CRTR 1404, CRTR 1314 [CIP22.0303]

CRTR 2331
Certified Shorthand Reporter (CSR) and Registered Professional Reporter (RPR) Preparation
(3 credits)
Preparation for taking the Texas CSR and the RPR examinations through the use of mock examinations. (2 lecture and 3 laboratory hours per week). Prerequisites: CRTR 2403. [CIP52.0405]

CRTR 2333
Captioning Reporting II
(3 credits)
In-depth presentation of realtime/caption production procedures with transcription of materials produced in proper form. Topics include the techniques utilized in reporting for seminars, conferences, and conventions and in the broadcast environments. Emphasis is placed on off-line and on-line captioning. The course includes extensive supervised community interaction. (2 lecture and 3 laboratory hours per week). Prerequisite: CRTR 1346. [CIP52.0405]

CRTR 2380
Cooperative Education - Scopist
(3 credits)
An experience external to the college for an advanced student in a specialized field involving a written agreement between the educational institution and a business or industry. Mentored and supervised by a workplace employee, the student achieves objectives that are developed and documented by the college and that are directly related to specific occupational outcomes. This may be a paid or unpaid experience. This course is designed for students pursuing the Court Reporting Scopist Certificate. The student will gain experience in scoping transcripts for reporters,

general office procedures utilized in reporting firms, and the methods used in binding and preparing the final transcript for delivery. (1 lecture and 20 laboratory hours per week). Prerequisite: CRTR 1314, CRTR 2311. [CIP52.0405]

CRTR 2381
Cooperative Education - Court Reporter
(3 credits)
An experience external to the college for an advanced student in a specialized field involving a written agreement between the educational institutional and a business or industry. Mentored and supervised by a workplace employee, the student achieves objectives that are developed and documented by the college and that are directly related to specific occupational outcomes. This may be a paid or unpaid experience. The student may begin the cooperative upon completion of all 180 wpm requirements, and the student will achieve a minimum of 40 actual writing hours with a court reporter on job assignments. The student will produce a saleable transcript of no less than 50 pages (unpaid work). A journal will be kept by the student recounting his/her experiences on the job. The student will keep a record of actual machine writing hours. (1 lecture and 20 laboratory hours per week). Prerequisites: CRTR 2403 and CRTR 1314. [CIP52.0405]

CRTR 2401
Intermediate Machine Shorthand (120-140)
(4 credits)
Continued development of conflict-free machine shorthand skills through readback of dictation notes, machine practice and transcription. The student's objective is to pass dictated tests at 120 and 140 wpm. (2 lecture and 8 laboratory hours per week). Prerequisite: CRTR 1406. [CIP52.0405]

CRTR 2403
Advanced Machine Shorthand (160-180)
(4 credits)
In-depth coverage of conflict-free shorthand theory and continued skill building through readback of dictation notes, machine practice, and transcription. The student's objective is to pass tests at 160 and 180 wpm. (2 lecture and 8 laboratory hours per week). Prerequisite: CRTR 2401. [CIP52.0405]

CRTR 2435
Accelerated Machine Shorthand (200-225)
(4 credits)
Mastery of high-speed dictation including readback of dictation notes, machine practice and transcription. The student's objective is to pass dictated tests at 200 and 225 wpm. (2 lecture and 8 laboratory hours per week). Prerequisite: CRTR 2403. [CIP52.0405]

Criminal Justice

Maurice Cook, Department Chairperson
Jeff Gambrell

CJCR 1300
Basic Jail Course
(3 credits)
Provides instruction in human relations, observation, evaluation of prisoners, booking procedures, classification, mug shots, fingerprinting, strip searches, meals, medical services, visitation, inmates rights and privileges, detention areas, key, knife and tool control, disturbances, riots, fire procedures and release procedures. Taught in accordance with the current TCLEOSE instructor guides provided by the Commission for course #1005. (3 lecture hours per week). [CIP53.0102]

CJCR 1304
Probation and Parole
(3 credits)
A survey of the structure, organization, and operation of probation and parole services. Emphasis on applicable state statutes and administrative guidelines. (3 lecture hours per week). [CIP43.0102]

CJCR 2324
Community Resources in Corrections
(3 credits) Tech Prep/Dual Credit only
An introductory study of the role of the community in corrections in; community programs for adults and juveniles; administration of community programs; legal issues; future trends in community treatment. (3 lecture hours per week). [CIP43.0102]

CJCR 2325
Legal Aspects of Corrections
(3 credits)
A study of the operation, management, and legal issues affecting corrections. analysis of constitutional issues involving rights of the convicted, as well as civil liability of correctional agencies and staff. (3 lecture hours per week). [CIP43.0102]

CJLE 1506
Basic Peace Officer I
(5 credits)
This course is one of a series of courses taught in the Police Academy. The course provides instruction and participation in U.S. & Texas Constitution & Bill of Rights, Penal Code, Use of Force, Traffic Law & Accident Investigation, Code of Criminal Procedure, Juvenile Issues - Texas Family Code, Professionalism & Ethics. (3 lecture hours / 6 lab hours) Prerequisites: Approval from Department Chair and enrollment in the Police Academy. [CIP43.0107]

CJLE 1512
Basic Peace Officer II
(5 credits)
This course is one in a series of courses taught in the Police Academy. The course provides instruction and participation in Arrest, SEarch & Seizure, Patrol Procedures, Civil Process & Liability, Field Note Taking, Texas Alcoholic Beverage Code, Emergency Communications, Family Violence, MHMR. (3 lecture hours / 6 lab hours) Prerequisites: Approval from Department Chair and enrollment in the Police Academy. [CIP43.0107]

2011-12

CJLE 1518
Basic Peace Officer III
(5 credits)
This course is one is a series of courses taught in the Police Academy. The course provides instruction and participation in Fitness & Wellness, Multiculturalism, History of Policing, Criminal Justice System, Drugs, Stress Management, Hazardous Materials Awareness, Victims of Crime, Problem Solving, Professional Policing Approaches, Criminal Investigation. (3 lecture hours / 6 lab hours) Prerequisites: Approval from Department Chair and enrollment in the Police Academy. **[CIP43.0107]**

CJLE 1524
Basic Peace Officer IV
(5 credits)
This course is one in a series of courses taught in the Police Academy. The course provides instruction and participation in Mechanics of Arrest, Emergency Medical Assistance, Professional Police Driving. (3 lecture hours / 6 lab hours) Prerequisites: Approval from Department Chair and enrollment in the Police Academy. **[CIP43.0107]**

CJLE 1211
Basic Peace Office V
(2 credits)
This course is one in a series of courses taught in the Police Academy. The course provides instruction and participation in Basic Firearms Training. (1 lecture hour / 2 lab hours) Prerequisites: Approval from Department Chair and enrollment in the Police Academy. **[CIP43.0107]**

CJLE 2424
Texas Peace Office Capstone
(4 credits)
Recently identified current events, skills, knowledge, and/or attitudes and behaviors that are components of the Texas Commission on Law Enforcement (TCLEOSE) learning objectives pertinent to a law enforcement career. This class is the capstone course of TCLEOSE Course 1011 (3 lecture hours and 4 lab hours per week) **[CIP43.0107]**

CJLE 2345
Vice and Narcotics Investigation
(3 credits)
Study of various classifications of commonly used narcotics, dangerous drugs, gambling, sex crimes, fraud, gangs and investigative techniques; and identify proper interaction procedures and techniques. (3 lecture hours per week).**[CIP43.0107]**

CJLE 2420
Texas Peace Officer Procedures
(4 credits)
Study of the techniques and procedures used by police officers on patrol. Includes controlled substance identification, handling abnormal persons, traffic collision investigation, notetaking and report writing, vehicle operation, traffic direction, crowd control, and jail operations. This is a TCLEOSE-approved sequencing course to satisfy requirements to sit for the Basic Peace Officer licensure exam in addition to obtaining an Associate's or Bachelor's Degree with approval of the department chair. (3 lecture and 4 laboratory hours per week).**[CIP43.0107]**

CJLE 2421
Texas Peace Officer Law
(4 credits)
Study of laws directly related to police field work. Topics include Texas Transportation Code, intoxicated driver, Texas Penal Code, elements of crimes, Texas Family Code, Texas Alcoholic Beverage Code, and civil liability. This is a TCLEOSE-approved sequencing course to satisfy requirements to sit for the Basic Peace Officer licensure exam in addition to obtaining an Associate's or Bachelor's Degree and approval of the department chair. (3 lecture and 4 laboratory hours per week). **[CIP43.0107]**

CJLE 2522
Texas Peace Officer Skills
(5 credits)
Requires the demonstration and practice of the skills of a police officer including patrol, driving, traffic stop skills, use of force, mechanics of arrest, firearm safety, and emergency medical care. This is a TCLEOSE-approved sequencing course to satisfy requirements to sit for the Basic Peace Officer licensure exam in addition to obtaining an Associate's or Bachelor's Degree and approval of the department chair. (3 lecture and 5 laboratory hours per week). **[CIP43.0107]**

CJSA 1308
Criminalistics I
(3 credits)
Introduction to the field of criminalistics. Topics include the application of scientific and technical methods in the investigation of crime including location, identification, and handling of evidence for scientific analysis. (3 lecture hours per week). **[CIP43.0104]**

CJSA 1325
Criminology
(3 credits)
This course examines the cases, treatment and prevention of crime and delinquency. Students will analyze the various aspects of deviant behavior, criminological and methodological, relative to the social sciences. (3 lecture hours per week). **[CIP43.0104]**

CJSA 1342
Criminal Investigation
(3 credits)Tech Prep/Dual Credit only
Investigative theory; collection and preservation of evidence; sources of information; interview and interrogation; uses of forensic sciences; case and trial preparation. (3 lecture hours per week). [CIP 43.0104]

CJSA 1351
Use of Force
(3 credits)
A study of the use of force including introduction to and statutory authority for the use of force, force options, deadly force, and related legal issues. Fulfills the TCLEOSE Use of Force Intermediate Certificate requirement. (3 lecture hours per week). **[CIP43.0104]**

CJSA 1364, CJSA 1365
Practicum (or Field Experience) - Criminal Justice Studies, Corrections
(3 credits)
Practical general training and experiences in the workplace. The College, with the employer, develops and documents an individualized plan for the student. The plan relates the workplace training and experiences to the student's general and technical course of study. The guided external experiences may be paid or unpaid. This course may be repeated if topics and learning outcomes vary. Student may enroll in only one Practicum course per semester. (21 external hours per week). **[CIP43.0104]**

CJSA 2302
Police Management, Supervision, and Related Topics
(3 credits)
Techniques and theories regarding dealing with people, their performance and problems. Topics include basic supervision, leadership, time management, first-line supervision, and management by objectives. (3 lecture hours per week). **[CIP43.0103]**

CJSA 2323
Criminalistics II
(3 credits)
Theory and practice of crime scene investigation. Topics include report writing, blood and other body fluids, document examination, etchings, casts and molds, glass fractures, use of microscope and firearms identification. (2 lecture and 4 laboratory hours per week). **[CIP43.0104]**

CJSA 2332
Criminalistics III
(3 credits)
A study of the practical aspects of criminalistics procedures. Topics include crime scene investigation, collecting and preserving evidence, and testifying in court. (2 lecture and 4 laboratory hours per week). **[CIP43.0104]**

CJSA 2364, CJSA 2365
Practicum (or Field Experience) - Criminal Justice Studies, Law Enforcement
(3 credits)
Practical general training and experiences in the workplace. The College, with the employer, develops and documents an individualized plan for the student. The plan relates the workplace training and experiences to the student's general and technical course of study. The guided external experiences may be paid or unpaid. This course may be repeated if topics and learning outcomes vary. Student may enroll in only one Practicum course per semester. (21 external hours per week). **[CIP43.0104]**

CJLE 2424
Texas Peace Officer Capstone
(3 credits)
Recently identified current events, skills, knowledge, and/or attitudes and behaviors that are components of the Texas Commission on Law Enforcement (TCLEOSE) learning objectives pertinent to a law enforcement career. This class is the capstone course of TCLEOSE Course 1011.(3 lecture and 4 laboratory hours per week). **[CIP43.0107]**

CRIJ 1301
Introduction to Criminal Justice
(3 credits)
History and philosophy of criminal justice and ethical considerations; crime defined; its nature and impact; overview of the criminal justice system; law enforcement; court system; prosecution and defense; trial process; corrections. (3 lecture hours per week). [CB4301045124]

CRIJ 1306
Court Systems and Practices
(3 credits)
The judiciary in the criminal justice system; structure of the American court system; prosecution; right to counsel; pre-trial release, grand juries; adjudication process, types and rules of evidence, and sentencing. (3 lecture hours per week). [CB2201015424]

CRIJ 1307
Crime in America
(3 credits)
This course explores American crime problems in a historical perspective, social and public policy factors affecting crime, impact and crime trends, social characteristics of specific crimes, and prevention of crime. (3 lecture hours per week). [CB4504015242]

CRIJ 1310
Fundamentals of Criminal Law
(3 credits)
A study of the nature of criminal law; philosophical and historical development; major definitions and concepts; classification of crime; elements of crimes and penalties using Texas statutes as illustrations; criminal responsibility. (3 lecture hours per week). [CB2201015324]

CRIJ 1313
Juvenile Justice System
(3 credits)
A study of the juvenile justice process to include specialized juvenile law, role of the juvenile law, role of the juvenile courts, role of police agencies, role of correctional agencies, and theories concerning delinquency. (3 lecture hours per week). [CB4301045224]

CRIJ 2301
Community Resources in Corrections
(3 credits)
An introductory study of the role of the community in corrections; community programs for adults and juveniles; administration of community programs; legal issues; future trends in community treatment. (3 lecture hours per week). [CB4301045324]

CRIJ 2313
Correctional Systems and Practices
(3 credits)
Corrections in the criminal justice system, organization of correctional systems; correctional role; institutional operations; alternatives to institutionalization; treatment and rehabilitation; current and future issues. (3 lecture hours per week). [CB4301045442]

CRIJ 2314
Criminal Investigation
(3 credits)
Investigative theory; collection and preservation of evidence; sources of information; interview and interrogation; uses of forensic sciences; case and trial preparation. (3 lecture hours per week). [CB4301045542]

CRIJ 2323
Legal Aspects of Law Enforcement
(3 credits)
Police authority; responsibilities; constitutional constraints; laws of arrest, search, and seizure; police liability. (3 lecture hours per week). [CB4301045642]

CRIJ 2328
Police Systems and Practices
(3 credits)
The police profession; organization of law enforcement systems; the police role; police discretion; ethics, police-community interaction, current and future issues. (3 lecture hours per week). [CB4301045742]

Culinary Arts

Leslie Bartosh, Department Chairperson

CHEF 1291
Current Events in Culinary Arts
(2 Credits)
Topics address recently identified current events, skills, knowledge's, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency. Topics include sustainable agriculture, aquaculture, current events affecting food safety and career exploration. (2 lecture hours per week). Prerequisite: READ 0309 [CIP12.0503]

CHEF 1301
Basic Food Preparation
(3 Credits)
A study of the fundamental principles of food preparation and cookery to include the Brigade System, cooking techniques, material handling, heat transfer, sanitation, safety, nutrition, and professionalism. Knife skills, proper tool and equipment use, dry and moist heat cookery, stock and sauce production are among the topics covered. (2 lecture and 3 lab hours per week). Corequisite: CHEF 1305 & PSTR 1301 [CIP12.0503]

CHEF 1302
Principles of Healthy Cuisine
(3 Credits)
Introduction to the principles of planning, preparation, and presentation of nutritionally balanced meals. Adaptation of basic cooking techniques to lower the fat and caloric content. Alternative methods and ingredients will be used to achieve a healthier cooking style. Students will modify recipes and substitute ingredients to reduce calories, sugar, fat and sodium. (2 lecture and 3 lab hours per week). Prerequisite: CHEF 1301. [CIP12.0503]

CHEF 1305
Sanitation and Safety
(3 Credits)
A study of personal cleanliness; sanitary practices in food preparation; causes, investigation, control of illness caused by food contamination (Hazard Analysis Critical Control Points); and work place safety standards. Topics include: causes of and prevention procedures for food-borne illness, intoxication, and infection; good personal hygiene and safe food handling procedures; food storage and refrigeration techniques; sanitation of dishes, equipment, and kitchens including cleaning material, garbage, and refuse disposal; Occupational Safety and Health Administration (OSHA) requirements and effective workplace safety programs. The student has the opportunity to earn the ServSafe Certificate through this course. (3 lecture hours per week). Corequisite: CHEF 1301 [CIP12.0503]

CHEF 1310
Garde Manger
(3 Credits)
A study of specialty foods and garnishes. Emphasis on design, techniques, and display of fine foods. Topics will include hot and cold hors d'oeuvres, canapés, salads, basic charcuterie skills, and the preparation of forcemeat items. (2 lecture and 3 lab hours per week). Prerequisite: CHEF 1301. [CIP12.0503]

CHEF 1341
American Regional Cuisine
(3 Credits)
A study of the development of regional cuisine's in the United States with emphasis on the similarities in production and service systems. Application of skills to develop, organize, and build a portfolio of recipe strategies and production systems. The importance of the immigration phenomena in shaping America's cuisine will be examined as students prepare regional specialties. (2 lecture and 3 lab hours per week). Prerequisite: CHEF 1301. [CIP12.0503]

CHEF 1345
International Cuisine
(3 Credits)
The study of classical cooking skills associated with the preparation and service of international and ethnic cuisines. Topics include similarities between food production systems used in the United States and other regions of the world. The cuisines of Latin America, France, Spain, the Middle East, Germany, Eastern Europe and Asia are explored in this class. (2 lecture and 3 lab hours per week). Prerequisite: CHEF 1301. [CIP12.0503]

CHEF 1364
Practicum
(3 Credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. As outlined

in the learning plan; apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. (30 practicum hours per week). Prerequisite: CHEF 1301. [CIP12.0503]

CHEF 1365
Practicum
(3 Credits)
Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. As outlined in the learning plan; apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. (22.5 practicum hours per week). Prerequisite: CHEF 1301. [CIP12.0503]

CHEF 2301
Intermediate Food Preparation
(3 Credits)
Continuation of previous food preparation course. Topics include the concept of pre-cooked food items, as well as scratch preparation. Covers full range of food preparation techniques. Topics include: product identification, sandwich and salad cookery, breakfast cookery and the utilization of convenience products. (2 lecture and 3 lab hours per week). Prerequisite: CHEF 1301. [CIP12.0503]

CHEF 2302
Saucier
(3 Credits)
Instruction in the preparation of stocks, soups, classical sauces, contemporary sauces, accompaniments, and the pairing of sauces with a variety of foods. Topics include: the usage and storage of stocks and sauces, emulsions, thickening agents, compound butters, dessert sauces, relishes, chutneys, compotes, vinaigrettes. (2 lecture and 3 lab hours per week). Prerequisite: CHEF 1301. [CIP12.0503]

HAMG 1321
Introduction to the hospitality Industry
(3 Credits)
Explain the elements of the hospitality industry; discuss current issues facing food service; discuss current guest needs; and explain general hotel/motel operations. Explain and discuss the role of service in the hospitality industry. (3 lecture hours per week). Prerequisite: READ 0309 [CIP52.0901]

HAMG 1324
Hospitality Human Resources Management
(3 Credits)
A study of the principles and procedures of managing people in the hospitality workplace. Topics include a systematic approach to human resources planning and implementation as it applies to the hospitality industry; including the procedures involved in making hiring decisions; training and federal laws related to employment. (3 lecture hours per week). Prerequisite: READ 0309 [CIP52.0901]

IFWA 1217
Food Production and Planning
(2 Credits)
Skill development in basic mathematical operations and study of their applications in the food service industry. Topics include percentages, weights and measures, ratio and proportion, weights and measures conversions, determination of portion costs for menu items and complete menus, portion control, and the increase and decrease of standard recipes. (2 lecture hours per week). Prerequisite: READ 0309 [CIP12.0508]

IFWA 1318
Nutrition for the Food Service Professional
(3 Credits)
An introduction to nutrition including nutrients, digestion and metabolism, menu planning, recipe modification, dietary guidelines and restrictions, diet and disease, and healthy cooking techniques. (3 lecture hours per week). Prerequisite: READ 0309 [CIP12.0508]

PSTR 1301
Fundamentals of Baking
(3 Credits)
The Fundamentals of baking including yeast dough, quick breads, pies, cakes, cookies, tarts, and doughnuts. Instruction in flours, fillings, and ingredients. Topics include baking terminology, tool and equipment use, kitchen safety, formula conversions, functions of ingredients, and the evaluation of baked products. (2 lecture and 3 lab hours per week). Corequisite: CHEF 1301 [CIP12.0501]

RSTO 2301
Principles of Food and Beverage Controls
(3 Credits)
A study of financial principles and controls of food service operation including review of operation policies and procedures. Topics include financial budgeting and cost analysis emphasizing food and beverage labor costs, operational analysis, and international and regulatory reporting procedures. (3 lecture hours per week). Prerequisite: READ 0309 and BCIS 1405 or COSC 1401. [CIP12.0504]

Diagnostic Cardiovascular Sonography

Jessica Murphy, Department Chairperson

CVTT 1161
Clinical - Cardiovascular Technology
(1 Credit)
A method of instruction providing detailed education, training, work-based experience, and direct patient care generally at a clinical site in the specialty of electrodiagnostics. Specific learning objectives related to ECG, stress testing, and holter monitoring will be met. Students will be instructed, supervised, and evaluated at the clinical site. (6 clinical hours per week). Corequisite: DSAE 1340. [CIP51.0901]

DMSO 1210
Introduction to Sonography
(Any student who would like to explore the profession of Sonography may take this course)
(2 credits)
This course is an introduction to the profession of Sonography and the role of the technologists. Emphasis will be placed on medical terminology ethical/legal issues, oral and written communication, management, professional issues related to registry, accreditation, sonography organizations, and the history of ultrasound and the branches of Diagnostic Medical Sonography. (2 lecture hours per week). [CIP51.0910]

DSAE 1303
Introduction to Echocardiography Techniques (Echo I)
(3 Credits)
The purpose of this course is to introduce to scanning techniques and procedures with hands-on experience in the lab setting. Emphasis will be placed on the sonographic explanation of the normal adult heart by performing a basic scan protocol to include two-dimensional, M-Mode, and Doppler along with the standard measurements for each modality. (2 lecture and 4 lab hours per week) Corequisite: DSAE 1360. [CIP51.0910]

DSAE 1318
Sonographic Instrumentation
(3 credits)
The purpose of this course is to provide an overview of basic acoustical physics, properties of ultrasound, interaction of ultrasound with tissue, transducers, Doppler, instrumentation, image display, artifacts, quality assurance, bioeffects and safety of ultrasound. (2 lecture and 2 lab hours per week) [CIP51.0910]

DSAE 1340
Diagnostic Electrocardiography
(3 credits)
A course of study related to electrocardiography procedures such as Electrocardiography (ECG), Stress testing, and Holter monitoring. Emphasis will be placed on performing and interpreting procedures, arrhythmia recognition, cardiovascular pharmacology concepts and treatment methods. Additional topics may also include patient assessment skills, vital signs, history, and clinical monitoring. (2 lecture and 4 lab hours per week) [CIP51.0910]

DSAE 1360
Clinical– DMST, Introduction to Echocardiography
(3 credits)
This course is an introductory clinical for learning basic echocardiography skills. Students will observe, assist, and begin to gain hands-on experience in clinical. Emphasis will be placed on instrumentation, transducer handling, patient positioning, image orientation, and identification of anatomic structures found in basic echocardiographic views. (16 clinical hours per week) Corequisite: DSAE 1303, DSAE 1318. [CIP51.0910]

DSAE 1407
Basic Patient Care Skills
(4 credits)
This course presents an overview of basic health and patient care concepts. Topics in this course may include personal/patient safety, infection control, patient monitoring, vital signs, assessment, physical exam, history, and patient transport. (3 lecture and 2 lab hours per week) [CIP51.0910]

DSAE 2303
Cardiovascular Concepts
(this course may be taken in advance or to renew expired A&P prior to acceptance)
(3 credits)
This course offers a detailed study of anatomy, physiology, and pathophysiology of the cardiovascular system. Focus will be on cardiac and vascular structural anatomy, relationships, electrical innervation, embryology, and hemodynamics of the heart and vascular system. Pathophysiology concepts are also covered including the etiology, pathology, signs and symptoms, risk factors, and treatment of cardiovascular disease. (3 lecture and 1 lab hours per week). [CIP51.0910]

DSAE 2335
Advanced Echocardiography
(3 credits)
This course will cover topics in the ever-changing world of diagnostic cardiac sonography. Potential topics may include transesophageal echo, stress echo, 3D echo, tissue and doppler harmonics, power doppler, tissue doppler, digital echo, contrast echo, intra-operative and intra-cardiac echo. Students will attend conferences and local society meetings as well as review current journals and prepare for the registry examination. (2 lecture and 4 lab hours per week) Prerequisite: DSAE 2437 Corequisite: DSAE 2462. [CIP51.0910]

DSAE 2361
Clinical – DMST, Echocardiography I
(3 credits)
The purpose of this course is to provide education, training, work-based experience and direct patient care, generally at a clinical site. This will include instruction, supervision, and evaluation of students in the field of echocardiography. Emphasis will be on gaining hands-on experience to develop scanning ability for the evaluation of the normal adult echocardiogram utilizing a standard scan protocol. (12 clinical hours per week) Prerequisite: DSAE 1360, Corequisite: DSAE 2404 [CIP51.0910]

DSAE 2404
Echocardiographic Evaluation of Pathology I
(Echo II)
(4 credits)
The purpose of this course is to emphasize the methods for evaluating adult acquired cardiac pathologies. Topics may include cardiovascular pathophysiology, quantitative measurements, and the application of 2D, Mmode, and Doppler to evaluate for abnormalities. Emphasis will be placed on valvular heart disease, endocarditis, ischemic heart disease, systemic and pulmonary hypertension, pericardial disease, and cardiomyopathy. (2 lecture and 4 lab hours per week) Prerequisite: DSAE 1303 Corequisite: DSAE 2361. [CIP51.0910]

DSAE 2437
Echocardiographic Evaluation of Pathology II
(Echo III)
(4 credits)
This course is a continuation of Echocardiographic Evaluation of Pathology I with emphasis on cardiac disease. Topics may include congenital heart disease, diseases of the aorta and great vessels, cardiac missiles, masses, and myxomas, arrhythmias' effect on echo findings and other syndromes and diseases relevant to echocardiography with continued emphasis on quantitative measurements and calculations used during 2D, Mmode, and doppler to evaluate for these diseases. (2 lecture and 4 lab hours per week) Prerequisite: DSAE 2404, Corequisite: DSAE 2461. [CIP51.0910]

DSAE 2461
Clinical – DMST, Echocardiography II
(4 credits)
This course is to provide additional clinical education, training, experience, and direct patient care. It will include instruction, supervision and evaluation of students in the field of echocardiography. Emphasis will be on broadening and improving existing skills, recognition, evaluation, and measurements of acquired heart disease. (24 clinical hours per week) Prerequisite: DSAE 2361, Corequisite: DSAE 2437 [CIP51.0910]

DSAE 2462
Clinical – DMST, Echocardiography III
(4 credits)
This course will provide advanced clinical education, training, experience, and patient care. It will include instruction, supervision, and evaluation of students in the field of echocardiography. Emphasis will be placed on recognition and quantification of pathology, improving accuracy, speed and proficiency of the student's skills. (24 clinical hours per week) Prerequisite: DSAE 2461, Corequisite: DSAE 2335. [CIP51.0910]

DSPE 2261
Clinical-DMST,Pediatric Echocardiography I
(2 Credits)
The purpose of this course is to provide education, training, work-based experience and direct patient care, generally at a clinical site. This will include instruction, supervision, and evaluation of students in the field of pediatric echocardiography. Emphasis

will be on gaining hands-on experience to develop scanning ability for the evaluation of the abnormal pediatric echocardiogram utilizing a standard scan protocol. (12 clinical hours per week) [CIP51.0910]

DSPE 2255
Neonatal/Pediatric Patient Care Skills
(2 Credits)
This course presents an overview of neonatal and pediatric patient care concepts. Topics in this course may include age appropriate care, patient safety, infection control, patient monitoring, vital signs, assessment, physical exam, thermal regulation, sedation, CPR, PALS, and NRP. (1 lecture and 3 lab hours per week) [CIP 51.0910]

DSPE 2360
Clinical – DMST, Introduction to Pediatric Echocardiography
(3 Credits)
This is an introductory clinical course for developing basic pediatric echocardiography skills. Students will observe, assist, and begin to gain hands-on experience in the hospital and/or clinic setting. Emphasis will be placed on how to scan the pediatric patient, including safety techniques, engaging the child, sedation, patient positioning, image orientation, and identification of anatomic structures found in the basic pediatric scan. (16 clinical hours per week) [CIP51.0910]

DSPE1300
Introduction to Pediatric Echocardiography Techniques
(3 Credits)
The purpose of this course is to introduce pediatric echocardiography scanning techniques and procedures with hands-on experience in the laboratory setting. Emphasis will be placed on the sonographic explanation of the neonatal/pediatric heart by performing a basic scan protocol to include two-dimensional, M-Mode, Doppler, and standard measurements. Topics will also include segmental approach to congenital heart disease, situs determination, recognition of septation defects and physiology of persistent fetal circulation. (2 lecture and 3 lab hours per week) Prerequisite: acceptance into program [CIP51.0910]

DSPE 2357
Echocardiographic Evaluation of Congenital Heart Disease I
(3 Credits)
The purpose of this course is to emphasize the methods for evaluating congenital heart disease. Topics may include physiology, hemodynamics, and anomalies of each of the following: the aorta, arch, aortic valve, tetralogy of Fallot, pulmoinc valve (atresia), tricuspid valve (Ebstein's), and pulmonary veins. The evaluation will include pathophysiology, quantitative measurements, and the application of echo techniques to identify and quantify these anomalies. (2 lecture and 3 lab hours per week) [CIP51.0910]

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DSPE 2359
Advanced Pediatric Echocardiography
(3 Credits)
This course will cover topics in specialized techniques in pediatric echocardiography. Topics will include transesophageal echocardiography and fetal echocardiography. The course will also focus on acquired cardiac pathology and additional rare anomalies. (2 lecture and 3 lab hours per week) [CIP51.0910]

DSPE 2349
Echocardiographic Evaluation of Congenital Heart Disease II
(3 Credits)
This course is a continuation of Echocardiographic Evaluation of Congenital Heart Disease I. Topics will include anomalies of the following: great vessels, ventricles (ie: hypoplasia), and extra cardiac structures. In addition, echo evaluation of post operative repairs and defects shall be included with continued emphasis on quantitative measurements and calculations used during 2D, M-Mode, and Doppler. (2 lecture and 3 lab hours per week) [CIP51.0910]

DSPE 2461
Clinical – DMST, Pediatric Echocardiography II
(4 Credits)
The purpose of this course is to provide additional clinical education, training, experience, and direct patient care. It will include instruction, supervision and evaluation of students in the field of pediatric echocardiography. Emphasis will be on broadening and improving existing skills, recognition, evaluation, and quantification of congenital heart disease. (24 clinical hours per week) . [CIP51.0910]

DSPE 2462
Clinical – DMST, Pediatric Echocardiography III
(4 Credits)
This course will provide advanced clinical education, training, experience, and patient care. It will include instruction, supervision, and evaluation of students in the field of pediatric echocardiography. Emphasis will be placed on recognition and quantification of pathology, improving accuracy, speed and proficiency of the student's skills. (24 clinical hours per week) [CIP51.0910]

DSVT 1300
Principles of Vascular Technology (Vasc I)
(3 credits)
The purpose of this course is to introduce non-invasive vascular technology modalities including two-dimensional imaging, duplex, doppler, plethysmography, and segmental pressures. Emphasis will be on performing basic exam protocols for carotid duplex, arterial duplex and non-imaging, and venous duplex along with basic measurements and features of the normal exam. (2 lecture and 4 lab hours per week) Corequisite: DSVT 1360, DSAE 1318. [CIP51.0910]

DSVT 1360
Clinical – DMST, Introduction to Vascular
(3 credits)
This is an introductory clinical for learning basic non-invasive vascular techniques. Students will observe, assist, and begin to gain hands-on experience in clinical. Emphasis will be on instrumentation, patient positioning, transducer handling, image orientation, and identification of anatomic structures and waveforms. (16 clinical hours per week) Corequisite: DSVT 1300. [CIP51.0910]

DSVT 2335
Advanced Non-Invasive Vascular Technology
(3 credits)
This course will cover advances in the ever changing world of diagnostic medical sonography specifically, peripheral non-invasive vascular technology. Possible topics may include intravascular ultrasound, transcranial imaging, 3D, power doppler, intra-operative, and abdominal vascular concepts. Students will attend conferences and local society meetings as well as review current journals and prepare to take the registry examination. (2 lecture and 4 lab hours per week) Prerequisite: DSVT 2430 Corequisite: DSVT 2462. [CIP51.0910]

DSVT 2361
Clinical – DMST, Vascular Technology I
(3 credits)
The purpose of this course is to provide education, training, work-based experience, and direct patient care, generally at a clinical site. This will include instruction, supervision, and evaluation of students in the field of non-invasive vascular technology. Emphasis will be placed on hands-on experience to develop peripheral non-invasive vascular techniques used to evaluate the appearance of normal exams utilizing a standard scan protocol. (12 clinical hours per week) Prerequisite: DSVT 1360, Corequisite: DSVT 2430. [CIP51.0910]

DSVT 2418
Non-Invasive Peripheral Vascular Evaluation
(4 credits)
This course is an integration of basic concepts and application of prior knowledge and skills to the understanding and evaluation of peripheral vascular diseases utilizing non-invasive vascular techniques. Emphasis will be placed on venous and arterial diseases of the extremities. (2 lecture and 4 lab hours per week) Prerequisite: DSVT 1300. Corequisite: DSVT 2461. [CIP51.0910]

DSVT 2430
Non-Invasive Cerebral Vascular Evaluation
(4 credits)
This course is a continuation of Vascular Evaluation with emphasis on recognition, evaluation and quantification of cerebrovascular diseases and interventions utilizing duplex ultrasonography, transcranial doppler, and non-imaging techniques used to evaluate the cerebrovascular circulation. (2 lecture and 4 lab hours per week) Prerequisite: DSVT 1300, Corequisite: DSVT 2361. [CIP51.0910]

DSVT 2461
Clinical – DMST, Vascular Technology II
(4 credits)
This course will provide additional clinical education, training, experience, and direct patient care. It will include instruction, supervision, and evaluation of students in the field of peripheral non-invasive vascular technology. Emphasis will be placed on recognition and evaluation of pathology, broadening and improving existing skills. (16 clinical hours per week) Prerequisite: DSVT 2361, Corequisite: DSVT 2418. [CIP51.0910]

DSVT 2462
Clinical – DMST, Vascular Technology III
(4 credits)
This course will provide advanced clinical education, training, experience, and patient care. It will include instruction, supervision, and evaluation of students in the field of non-invasive vascular technology. Emphasis will be placed on improving identification and quantification of pathology, accuracy, speed and proficiency of student's skills. (16 clinical hours per week) Prerequisite: DSVT 2461, Corequisite: DSVT 2335. [CIP51.0910]

Drama

C. Jay Burton, Department Chairperson

DRAM 1220
Theatre Practicum I
(2 credits)
This course is an activities course in which the student participates in Theater productions either as an actor or crew member. (6 laboratory hours per week). [CB50.0506.5326]

DRAM 1221
Theatre Practicum II
(2 credits)
This course is an activities course in which the student participates in Theater productions either as an actor or crew member. (6 laboratory hours per week). [CB50.0506.5326]

DRAM 1310
Introduction to Theater
(3 credits)
This course is the study of the principles of drama and the development of the Theater as an art as evidenced through study of areas of productions past and present. (3 lecture and 2 laboratory hours per week). Prerequisite: READ 0309 . [CB50.0501.5126]

DRAM 1322
Stage Movement and Dance
(3 credits)
This course provides instruction and participation in stage movement and beginning dance. (1 lecture and 3 laboratory hours per week). [CB50.0506.5426]

DRAM 1330
Stagecraft I
(3 credits)
This course is a study of the basics for working in the areas of construction, properties, and sets. (2 lecture and 4 laboratory hours per week). Prerequisite: READ 0309. [CB50.0502.5126]

DRAM 1341
Stage Makeup
(3 credits)
This course provides a survey of the reasons for stage makeup and the types of makeup available. It includes principles for defining makeup for characters in a play and intensive practical application. (2 lecture and 4 laboratory hours per week). Prerequisite: READ 0309. **[CB50.0502.5226]**

DRAM 1351
Acting I
(3 credits)
This course is a study of the basic techniques of acting. Included in the course are relaxation, concentration, objectives and intentions, scene work, and improvisional acting. (2 lecture and 4 laboratory hours per week). Prerequisites: READ 0309. **[CB50.0506.5126]**

DRAM 1352
Acting II
(3 credits)
This course is a study of script analysis, character analysis, characterization, and situation. (2 lecture and 4 laboratory hours per week). **[CB50.0506.5126]**

DRAM 2120
Theatre Practicum III
(1 credit)
This course is an activities course in which the student participates in Theater productions either as actor or crew member. (6 laboratory hours per week). **[CB50.0506.5326]**

DRAM 2121
Theatre Practicum IV
(1 credits)
This course is an activities course in which the student participates in Theater productions either as actor or crew member. (6 laboratory hours per week). **[CB50.0506.5326]**

DRAM 2331
Stagecraft II
(3 credits)
This course is a study of the basic concepts of stage lighting, including principles and practice. The course also presents the basic principles of lighting design. (3 lecture and 3 laboratory hours per week). Prerequisite: READ 0309. **[CB50.0502.5126]**

DRAM 2336
Voice for the Theatre
(3 credits)
This course is a study of the necessary development of the voice for use for the stage. The course includes voice development, placement, projection, and diction. (3 lecture hours per week). Prerequisite: READ 0309. **[CB50.0506.5226]**

DRAM 2361
History of the Theatre I
(3 credits)
This course is an historical investigation of the theatre and dramatic literature from ancient Greece through 1800. (3 lecture hours per week). Prerequisites: READ 0309 and ENGL 0309. **[CB50.0505.5126]**

DRAM 2362
History of the Theatre II
(3 credits)
This course is an historical investigation of the theatre and dramatic literature from 1800 to the present. (3 lecture hours per week). Prerequisites: READ 0309, ENGL0309. **[CB50.0505.5126]**

DRAM 2366
Development of the Motion Picture
(3 credits)
Emphasis in this course is on the analysis of the visual and aural aspects of selected motion pictures. Dramatic aspects of narrative firms, historical growth, and sociological impact of film as an art will also be studied. (3 lecture hours per week). Prerequisites: READ 0309 **[CB50.0602.5126]**

Economics

Kevin Jefferies, Department Chairperson
Tim Reynolds, Gregory Roof

ECON 2301
Principles of Economics I
(3 credits)
An introduction to the macro-economics of a modern industrial society. This course is an analysis of economic aggregates: inflation, unemployment, economic growth, and the distribution of income (including current policies and problems). The course presents problems of fiscal and monetary policy and places primary emphasis on critical understanding of the economy's ability to meet the needs of its people participating as workers, consumers, and citizens. (3 lecture hours per week). Prerequisites: READ 0310 and ENGL 0310. **[CB45.0601.5125]**

ECON 2302
Principles of Economics II
(3 credits)
An introduction to the micro-economics of a modern industrial society. This course provides a study of supply-demand relationships, economics of the firm and resource allocation (price and output determination, pure competition, monopolistic competition, oligopoly, and monopoly), economic problems (business, agriculture, labor, etc.), and international economic relations. (3 lecture hours per week). Prerequisites: READ 0310 and ENGL 0310. **[CB45.0601.5125]**

Electroneurodiagnostics (END)

Stacy Pedigo, Department Chair

ENDT 1345
Allied Electronics & Instrumentation
(3 credits)
Theory & application of electrical concepts, recording techniques, data analysis, and descriptions. Includes electronics & instrumentation associated with the conventional electroencephalograph such as the power supply, contribution of electrodes, differential amplifier concepts, filters (low frequency, high frequency and 60-Hz filters), the writer unit, electrical output, electrical safety, and standards for clinical electroencephalographs. Also covers ambulatory monitoring & digital electroencephalography.
(2 lecture hours & 2 lab hours per week)
[CIP 51.0903]

ENDT 1350
Electroencephalography
(3 credits)
The field of electroencephalography (EEG) and its use in medicine & surgery. Emphasizes patient hookup, taking histories, careful handling of the patient, and reviewing normal and abnormal brainwaves, identifying artifacts, EEG instrumentation, pattern recognition, and sleep recordings. Includes examination of EEG findings in neurological disease and introduces special EEG procedures.(2 lecture hours & 2 lab hours per week)
[CIP 51.0903]

ENDT 1463
Electroneurodiagnostics Clinical I
(4 credits)
A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. (20 clinical hours per week) **[CIP 51.0903]**

ENDT 2210
Evoked Potentials
(2 credits)
Evoked potentials (EP) instrumentation, EP history, signal averaging, statistics, A/D converter, amplifiers, filters & simulators. Includes recording evoked potentials from volunteers & observing the effect of different variables. Emphasizes somatosensory, visual & brainstem auditory evoked responses & provides practical application & evaluation of EP data. (2 lecture hours per week)
[CIP 51.0903]

ENDT 2215
Nerve Conduction Studies
(2 credits)
Electrodiagnostics, principles of nerve conduction studies and methods designed to assess neuromuscular transmission. Includes conventional & single-fiber electromyography & methods designed for reaching less accessible regions of the nervous system. (2 lecture hours per week)
[CIP 51.0903]

ENDT 2320
Electroneurodiagnostics Technology I
(3 credits)

Electroneurodiagnostics & normal functional neuroanatomy & physiology. Explores abnormal functional neuroanatomy & physiological conditions & correlates. Includes an examination of electroencephalographic signs of cerebral disorders, specific neurological diseases entities & the integration of electroencephalography patterns for cerebral disorders & diagnosis. (2 lecture hours & 2 lab hours per week) **[CIP 51.0903]**

ENDT 2425
Electroneurodiagnostics Technology II
(4 credits)

Electroneurodiagnostics & normal & abnormal functional neuroanatomy & physiology. (3 lecture & 2 lab hours per week) **[CIP 51.0903]**

ENDT 2463
Electroneurodiagnostics Clinical II
(4 credits)

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. (14 clinical hours per week) **[CIP 51.0903]**

ENDT 2561
Electroneurodiagnostics Clinical III
(5 credits)

A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. (30 clinical hours per week) **[CIP 51.0903]**

Emergency Medical Technology

Douglas Stevenson, Department Chairperson
Patty Stemmer, Instructor
David Suffian, MD Medical Director

EMSP 1160
Emergency Medical Technician Basic - Clinical
(1 credit)

A course of instruction that provides detailed education, training, and work-based experience in the hospital and ambulance arena. Clinical experiences are unpaid external learning experiences. (6 hours per week external experience). Co-Requisites: American Heart Association or Red Cross CPR certification. Enrollment in EMSP 1501. **[CIP51.0904]**

EMSP 1166
EMS Practicum I
(1 credit)

A course of instruction that provides detailed education, training, and work-based experience in various ambulance services. All EMS practicum experiences are unpaid external learning experiences. (7 hours per week external experience). Prerequisite: Completion of EMSP 1501/ EMSP 1160. Co-Requisite: Enrollment in EMSP 1338, EMSP 1355, EMSP 1356, EMSP 1261. **[CIP51.0904]**

EMSP 1261
Paramedic Clinical I
(2 credits)

A course of instruction that provides detailed education, training, and work-based experience in the hospital clinical areas. Clinical experiences are unpaid external learning experiences. (1 lecture hours & 6 lab hours per week) Prerequisite: Completion of EMSP 1501/ EMSP 1160. Co-Requisite: Enrollment in EMSP 1338, EMSP 1356, EMSP 1355, EMSP 1166. **[CIP51.0904]**

EMSP 1338
Introduction to Advanced Practice
(3 credits)

An exploration of the foundations necessary for mastery of the advanced topics or prehospital care. (3 hours of lecture and 1 hour of laboratory hours per week). Prerequisite: Completion of EMSP 1501/ EMSP 1160. Co-Requisite: Enrollment in EMSP 1356, EMSP 1355, EMSP 1261, EMSP 1166. **[CIP51.0904]**

EMSP 1355
Trauma Management
(3 credits)

A detailed study of the knowledge and skills necessary to reach competence in the assessment and management of patients with traumatic injuries. (2 hours of lecture and 3 hour of laboratory per week). Prerequisite: Completion of EMSP 1501/ EMSP 1160. Co-Requisite: Enrollment in EMSP 1338, EMSP 1356, EMSP 1261, EMSP 1166. **[CIP51.0904]**

EMSP 1356
Patient Assessment and Airway Management
(3 credits)

A detailed study of the knowledge and skills required to reach competency in performing patient assessment and airway management. (2 hours of lecture and 2 hours of laboratory per week). Prerequisite: Completion of EMSP 1501/ EMSP 1160. Co-Requisite: Enrollment in EMSP 1338, EMSP 1355, EMSP 1261, EMSP 1166. **[CIP51.0904]**

EMSP 1391
Special Topics in EMS
(3 credits)

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. (2 hours lecture, and 2 hours laboratory per week). **[CIP51.0904]**

EMSP 1501
Emergency Medical Technician - Basic
(5 credits)

Introduction to the level of Emergency Medical Technician (EMT) - Basic. Includes all the skills necessary to provide emergency medical care at a basic life support level with an ambulance service or other specialized service. (5 lecture and 6 laboratory hours per week). Co-Requisites: American Heart Association or Red Cross CPR certification. Enrollment in EMSP 1160. **[CIP51.0904]**

EMSP 2160
Paramedic Clinical II
(1 credit)

A course of instruction that provides detailed education, training, and work-based experience in the hospital emphasizing cardiovascular care. Clinical experiences are unpaid external learning experiences. (6 hours per week external experience). Prerequisite: Completion of EMSP 1501/ EMSP 1160/ EMSP 1338/ EMSP 1356/ EMSP 1355/ EMSP 1261/ EMSP 1166. Co-Requisite: Enrollment in EMSP 2248, EMSP 2338, EMSP 2444. **[CIP51.0904]**

EMSP 2166
Paramedic Practicum II
(1 credit)

A course of instruction that provides detailed education, training, and work-based experience in the pre-hospital area. Clinical experiences are unpaid external learning experiences. (9 hours per week external experience). Prerequisite: Completion of EMSP 1501/ EMSP 1160/ EMSP 1338/ EMSP 1356/ EMSP 1355/ EMSP 1261/ EMSP 1166/ EMSP 2444/ EMSP 2248/ EMSP2338/ EMSP 2160/ EMSP 2434/ EMSP 2261. Co-Requisite: Enrollment in EMSP 2330/ EMSP 2243. **[CIP51.0904]**

EMSP 2243
Assessment Based Management
(2 credits)

The capstone course of the EMSP program. Designed to provide for teaching and evaluating comprehensive, assessment-based patient care management. (1 hour of lecture and 3 hours of laboratory per week). Prerequisite: Completion of EMSP 1501/ EMSP 1160/ EMSP 1338/ EMSP 1356/ EMSP 1355/ EMSP 1261/ EMSP 1166/ EMSP 2444/ EMSP 2248/ EMSP2338 /EMSP 2160/ EMSP 2434/ EMSP 2261. Co-Requisite: Enrollment in EMSP 2330/ EMSP 2166. **[CIP51.0904]**

EMSP 2248
Emergency Pharmacology
(2 credits)

A comprehensive course covering all aspects of the utilization of medications in treating emergency situations. Course is designed to complement Cardiology, Special Populations, and Medical Emergency courses. (2 hours of lecture hours and 1 hour of laboratory per week). Prerequisite: Completion of EMSP 1501/ EMSP 1160/ EMSP 1338/ EMSP 1356/ EMSP 1355/EMSP 1261/ EMSP 1166. Co-Requisite: Enrollment in EMSP 2444, EMSP 2338, EMSP 2160. **[CIP51.0904]**

EMSP 2261
Paramedic Clinical III
(2 credits)

A course of instruction that provides detailed education, training, and work-based experience in the hospital areas specializing in the care of patients with medical emergencies.. Clinical experiences are unpaid external learning experiences. (1 lecture hour & 8 clinical hours per week) Prerequisite: Completion of EMSP 1501/ EMSP 1160/ EMSP 1338/ EMSP 1356/ EMSP 1355/ EMSP 1261/ EMSP 1166/ EMSP 2444/ EMSP 2248/ EMSP2338/ EMSP 2160. Co-Requisite: Enrollment in EMSP 2434. **[CIP51.0904]**

EMSP 2300
Methods of Teaching - Emergency Medical Services
(3 credits)
Instruction in teaching methodology for instructors of emergency medical services. (3 hours of lecture per week). Sponsorship by a Texas State Department of Health Services EMS Coordinator required. **[CIP51.0904]**

EMSP 2330
Special Populations
(3 credits)
A detailed study of the knowledge and skills necessary to reach competence in the assessment and management of ill or injured patients in non-traditional populations. (2 hours of lecture and 2 hours of laboratory per week). Prerequisite: Completion of EMSP 1501/ EMSP 1160/ EMSP 1338/ EMSP 1356/ EMSP 1355/EMSP 1261/ EMSP 1166/ EMSP 2444/ EMSP 2248/ EMSP 2338/EMSP 2160/ EMSP 2434/ EMSP 2261. Co-Requisite: EMSP 2243/ EMSP 2166. **[CIP51.0904]**

EMSP 2338
EMS Operations
(3 credits)
A detailed study of the knowledge and skills necessary to reach competence to safely manage the scene of an emergency. (3 hours of lecture per week). Prerequisite: Completion of EMSP 1501/ EMSP 1160/ EMSP 1338/ EMSP 1356/ EMSP 1355/ EMSP 1261/ EMSP 1166. Co-Requisite: EMSP 2444, EMSP 2248, EMSP 2160. **[CIP51.0904]**

EMSP 2352
EMS Research
(3 credits)
Primary and/or secondary research in current and emerging issues in EMS. Basic research principles, scientific inquiry, and interpretation of professional literature are emphasized. (3 hours of lecture per week). **[CIP51.0904]**

EMSP 2359
EMS Supervision/ Management
(3 credits)
Instruction, literary review, group discussions, and case study on topics pertinent to the emergency medical service (EMS) supervisor or manager. (3 lecture and 1 lab hour per week). **[CIP51.0904]**

EMSP 2434
Medical Emergencies
(4 credits)
A detailed study of the knowledge and skills necessary to reach competence in the assessment and management of patients with medical emergencies. (3 hours of lecture and 3 hours of laboratory per week). Prerequisite: Completion of EMSP 1501/ EMSP 1160/ EMSP 1338/ EMSP 1356/ EMSP 1355/ EMSP 1261/ EMSP 1166/ EMSP 2444/ EMSP 2248/ EMSP2338/ EMSP 2160. Co-Requisite: Enrollment in EMSP 2261 **[CIP51.0904]**

EMSP 2444
Cardiology
(4 credits)
A detailed study of the knowledge and skills necessary to reach competence in the assessment and management of patients with cardiac emergencies. (3 hours of lecture and 3 hours of laboratory and per week). Prerequisite: Completion of EMSP 1501/ EMSP 1160/ EMSP 1338/ EMSP 1356/ EMSP 1355/ EMSP 1261/ EMSP 1166.
Co-Requisite: EMSP 2248, EMSP 2338, EMSP 2160. **[CIP51.0904]**

EMSP 2458
Critical Care Paramedic
(4 credits)
Prepares healthcare personnel to function as members of a critical care transport team. (lecture and 6 lab hours per week).. Prerequisite: Completion of EMSP 1501/ EMSP 1160/ EMSP 1338/ EMSP 1356/ EMSP 1355/ EMSP 1261/ EMSP 1166/ EMSP 2444/ EMSP 2248/ EMSP2338/ EMSP 2160/ EMSP 2434/ EMSP 2261/ EMSP 2330/ EMSP 2243/ EMSP 2166 Or current Texas State Department of Health Services Paramedic certification or Paramedic Licensure. **[CIP51.0904]**

HITT 1305
Medical Terminology
(3 credits)
Study of word origin and structure through the introduction of prefixes, suffixes, root words, plurals, abbreviations and symbols, surgical procedures, medical specialties, and diagnostic procedures. (3 lecture hours per week). **[CIP51.0707]**

English

Thomas Parker, Department Chairperson
James Creel, Ann Guess, Linda Matteson, Brietta Perez , Ashley Salter

NOTE: The basics of writing are taught in ENGL 0309 and ENGL 0310. These courses benefit students needing additional preparation for college-level work and those desiring only to improve their writing skills.

One or both of these course may be required by state law for students whose scores on either the local placement test or the TASP fall below the established cutoff levels.

ENGL 0309
Developmental Writing I
(3 credits)
Beginning with a study of basic grammar, this course concentrates on correct sentence patterns and gives some attention to paragraph writing. (3 lecture hours and 1 laboratory hour per week). **[CB32.0108.5312]**

ENGL 0310
Developmental Writing II
(3 credits)
Extensive practice in writing paragraphs and short papers follows a review of grammar.Prerequisite: ENGL 0309 and READ 0310 (3 lecture hours and 1 laboratory hour per week). **[CB32.0108.5312]**

ENGL 1301
Composition I
(3 credits)
This standard course focuses on correct and effective writing through a review of grammar and progression of written assignments. Reading assignments in the short story provide topics for required themes. (3 lecture hours per week). Prerequisite: ENGL 0310 & READ 0310 or passing score on THEA or equivalent test. **[CB23.1301.5112]**

ENGL 1302
Composition II
(3 credits)
This course is a continuation of ENGL 1301. There is more intensive practice in theme writing, including a research paper, and reading assignments include drama and poetry as well as fiction. (3 lecture hours per week). Prerequisite: ENGL 1301. **[CB23.1301.5112]**

NOTE: To fulfill the sophomore English requirements of ACC programs of study, the English Department recommends either ENGL 2332-2333 or 2322-2323, taken in sequence. However, a combination of one course from Group A and one from Group B, taken in any order, is acceptable. Group A: 2332 or 2322. Group B: 2333 or 2323 or 2327 or 2328 Under appropriate circumstances, ENGL 2311 may be allowed as one of the two required sophomore courses.

ENGL 2307
Creative Writing
(3 credits)
Designed for students interested in writing poetry, fiction, or nonfiction, this humanities elective course presents a study of literary techniques in contemporary published examples, but it emphasizes writing and revising original works. (3 lecture hours per week). Prerequisite: ENGL 1302. **[CB23.1302.5112]**

ENGL 2311
Technical Communication
(3 credits)
Designed primarily for students working toward a four-year science or technology degree, this course stresses accurate and effective writing in formal reports and other professional communication forms. Brief attention is also given to the oral report. (3 lecture hours per week). **[CB23.1101.5112]**

ENGL 2322
Survey of English Literature I
(3 credits)
This course covers British literature from its beginning to the eighteenth century. Collateral reading and reports are required. (3 lecture hours per week). Prerequisite: ENGL 1302. **[CB23.1404.5112]**

ENGL 2323
Survey of English Literature II
(3 credits)
As a continuation of ENGL 2322, this course is a study of British literature from the Romantic Period to the present. Collateral reading and reports are required. (3 lecture hours per week). Prerequisite: ENGL 1302. **[CB23.1404.5112]**

ENGL 2327
Survey of American Literature I
(3 credits)
Selected significant works of American Literature from the pre-colonial era through 1865. (3 lecture hours per week) Prerequisite: ENGL 1302 **[CB 23.1402.5112]**

ENGL 2328
Survey of American Literature II
(3 credits)
Selected significant works of American Literature from 1865 to the present. (3 lecture hours per week) Prerequisite: ENGL 1302 **[CB 23.1402.5112]**

ENGL 2332
Survey of Literature I
(3 credits)
Readings in world masterpieces dating from ancient times to the eighteenth century provide topics for various kinds of written analysis. Collateral reading and reports are required. (3 lecture hours per week). Prerequisite: ENGL 1302. **[CB16.0104.5213]**

ENGL 2333
Survey of Literature II
(3 credits)
This course is a continuation of ENGL 2332. World literature ranging from seventeenth-century Europe to twentieth-century America is the subject area of reading and writing assignments. Collateral reading and reports are required. (3 lecture hours per week). Prerequisite: ENGL 1302. **[CB16.0104.5213]**

English for Speakers of Other Languages

ESOL 0300
Reading and Vocabulary for Non-Native Speakers
(3 credits)
Develop reading fluency and vocabulary in speakers of languages other than English and prepare them to function in an English speaking society. (3 lecture hours per week). **[CB32.0108.5612]**

ESOL 0306
Oral Communication
(3 credits)
Develop listening and speaking skills, preparing students to function in an English speaking society. (3 lecture hours per week). **[CB32.0108.5512]**

French

Amalia D. Parra, Department Chairperson

NOTE: All foreign language classes aim to integrate acquisition with culture, cultural comparisons, connections to other disciplines, and participation in other language communities. Students with two or more years of high school French are urged to take the departmental online placement test to determine at which level to begin French.

FREN 1411
Elementary French I
(4 credits)
Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. (3 lecture and 2 lab hours per week) (3 lecture and 2 laboratory hours per week). **[CB16.0901.5113]**

FREN 1412
Elementary French II
(4 credits)
Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. (3 lecture and 2 lab hours per week) Prerequisite: FREN 1411 with grade of C or above or the departmental online placement test. **[CB 16.0901.5113]**

FREN 2306
Intermediate French Conversation
(3 credits)
Basic practice in comprehension and production of the spoken language. (3 lecture hours per week) **[CB16.0901.5413]**

FREN 2311
Intermediate French I
(3 credits)
Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture. (3 lecture and 1 lab hour per week) Prerequisite: FREN 1412 or the departmental online placement test. **[CB16.0901.5213]**

FREN 2312
Intermediate French II
(3 credits)
Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture. (3 lecture and 1 lab hour per week) Prerequisite: FREN 2311 or the departmental online placement test. **[CB16.0901.5213]**

Geography

Christopher Chance, Department Chairperson
Johanna Hume

GEOG 1301
Physical Geography
(3 credits)
This course is designed to enhance student understanding of the physical and human elements that have shaped the present physical environments and cultures of the world. Emphasis is placed on scientific principles and explanations underlying the distribution of tectonic activities and landforms, elements and factors of local and world climates, population, economic activities, cultures, urban landscapes, and political systems. The important role of maps in geography is also discussed. (3 lecture hours per week). Prerequisites: READ 0310 and ENGL 0310. **[CB45.0701.5125]**

GEOG 1303
World Regional Geography
(3 credits)
A survey of the world's major geographic regions, with emphasis on intra-regional and inter-regional similarities and differences in climates, land and water resources, population distribution, and the extent of resource utilization. Physical and human factors that enhance, hinder, or threaten economic development and living conditions in the respective regions are also stressed. (3 lecture hours per week).Prerequisites: READ 0310, ENGL 0310 **[CB45.0701.5325]**

GEOG 2389
Academic Cooperative
(3 credits)
An instructional program designed to integrate on-campus study with practical hands-on experience in geography. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of human social behavior and/or social institutions. (3 lecture hours per week) **[45.0101.5125]**

Geology

Dora Devery, Department Chairperson

GEOL 1301
Investigating the Earth, Sea and Sky
(3 credits)
This is a survey course to introduce non-majors to the solid Earth, the oceans, the atmosphere, and the Earth's neighbors in space. (3 lecture hours per week). Prerequisite: READ 0310. **[CB40.0601.5103]**

GEOL 1303
Essentials of Physical Geology
(3 credits)
An introductory class designed for non-majors to study the composition, internal structure, and physical processes of the earth. (3 lecture hours per week). Prerequisite: READ 0310. **[CB40.0601.5403]**

GEOL 1401
Earth Science
(4 credits)

Topics covered in this course include geology, oceanography, meteorology and astronomy. The course integrates information about the earth and how it works. Emphasis is placed on the study of the structure and composition of the earth, natural hazards; such as tornadoes and hurricanes, as well as discussions about the solar system. This course is particularly well suited for students planning a career teaching in the elementary grades. (3 lecture and 3 laboratory hours per week). Prerequisite: READ 0310. **[CB40.0601.5103]**

GEOL 1403
Physical Geology
(4 credits)

This course provides an introduction to the study of rocks, minerals and physical processes that modify the surface of the earth, and it gives special attention to the practical aspects of geology in society, such as mineral, energy, and water resources, volcanism, and geologic factors that influence the environment. (3 lecture and 3 laboratory hours per week). Prerequisite: READ 0310. **[CB40.0601.5403]**

GEOL 1404
Historical Geology
(4 credits)

This course is a study of the history of the Earth as recorded by rocks and fossils. Topics covered in the course include: plate tectonics, determining sequence of events, and the identification of fossils. Special emphasis is placed on the study of sedimentary rocks and geologic maps. Prerequisite: READ 0310. **[CB40.0601.5403]**

GEOL 1405
Environmental Geology
(4 credits)

Topics covered in this course include geologic hazards, energy resources, waste disposal, air and water pollution, medical geology, environmental law as well as land use planning. The emphasis is on geologic processes and how they influence human activities. (3 lecture and 3 lab hours per week). Prerequisite: READ 0310. **[CB03.0103.5301]**

GEOL 1445
Oceanography
(4 credits)

This course is an online lab science course (both lecture and lab are offered online). It is designed to introduce students to the physical, geological, and chemical characteristics of the Earth's oceans. Topics covered include: plate tectonics and ocean basin formation, topographic features of the ocean floors, properties of ocean water, as well as tides, waves, and ocean currents. This course also looks at the interaction between marine organisms and the marine environment as well as the interaction between land and sea and the interaction between the atmosphere and the sea. Prerequisite: READ 0310 and MATH 0312. **[CB40.0601.5103]**

GEOL 1447
Meteorology
(4 credits)

The study of the atmosphere and weather, are the focus of this online, lab science course (both lecture and lab are offered online). Topics include: composition and structure of the atmosphere, solar and terrestrial radiation, air pressure, humidity, clouds, precipitation, thunderstorms, tornadoes, hurricanes, and climate change. Prerequisite: READ 0310 and MATH 0312. **[CB40.0601.5103]**

German

Amalia D. Parra, Department Chairperson

NOTE: Students with two or more years of high school German are urged to take a placement examination to determine at which level to begin German.

GERM 1411
Elementary German I
(4 credits)

Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. (3 lecture and 2 lab hours per week) **[CB16.0501.5113]**

GERM 1412
Elementary German II
(4 credits)

Fundamental skills in listening comprehension, speaking, reading, and writing. Includes basic vocabulary, grammatical structures, and culture. Prerequisite: GERM 1411 or an appropriate placement test. (3 lecture and 2 lab hours per week) **[CB16.0501.5113]**

GERM 2311
Intermediate German I
(3 credits)

Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture. (3 lecture and 1 lab hour per week) Prerequisites: GERM 1412 or an appropriate placement test. **[CB 16.0501.5213]**

GERM 2312
Intermediate German II
(3 credits)

Review and application of skills in listening comprehension, speaking, reading, and writing. Emphasizes conversation, vocabulary acquisition, reading, composition, and culture. (3 lecture and 1 lab hour per week) Prerequisites: GERM 2311 or an appropriate placement test. **[CB16.0501.5213]**

Government

Kevin Jefferies, Department Chairperson
Tim Reynolds, Gregory Roof

GOVT 2301
American National & State Governments I
(3 credits)

This course surveys the origin and development of the federal system and includes an analysis of the federal constitution and various state constitutions, particularly the Texas constitution. The course focuses on federal, state and interstate relations, Texas state government, and citizenship in a modern democratic society. (3 lecture hours per week). Prerequisites: READ 0310 and ENGL 0310. **[CB45.1002.5125]**

GOVT 2302
American National and State Governments II
(3 credits)

The primary focus of this course is the federal system. Particular emphasis is placed on national issues and the executive, judicial and legislative branches of the federal government. The course also surveys the functions and services of the federal system and those of the various state governments, including the Texas state government. Prerequisites: READ 0310 and ENGL 0310. **[CB45.1002.5125]**

History

Christopher Chance, Department Chairperson
John Duke, Johanna Hume, Marjorie Nash

HIST 1301
The United States to 1877
(3 credits)

This course surveys United States history from colonial origins through reconstruction, including exploration and colonization of the new world, the American Revolution, westward expansion, the Civil War, and reconstruction. (3 lecture hours per week). Prerequisites: READ 0310 and ENGL 0310. **[CB54.0102.5125]**

HIST 1302
The United States Since 1877
(3 credits)

This course surveys United States history from 1877 to the present. Topics include big business, big labor, the United States as a world power, the Great Depression, and the Cold War. (3 lecture hours per week). Prerequisites: READ 0310 and ENGL 0310. **[CB54.0102.5125]**

HIST 2301
Texas History
(3 credits)

This course surveys social, economic and political developments in Texas from the arrival of the first Native Americans in Texas to present. (3 lecture hours per week). Prerequisites: READ 0310 and ENGL 0310. **[CB54.0102.5225]**

*Texas law stipulates that three hours in Texas history may be applied toward satisfying the United States history requirement.

HIST 2311
Western Civilization I
(3 credits)
This course surveys the primary political, social, intellectual, and religious developments of near eastern and western human societies with emphasis on the Mesopotamian, Egyptian, Greek, and Roman civilizations; the development of Judaism, Christianity, and Islam; the Byzantine empire; feudalism in eastern and western Europe; the Renaissance and the Reformation; national monarchies and state building in the early modern period; and the Scientific Revolution. Prerequisites: READ 0310 and ENGL 0310. (3 lecture hours per week) **[CB 54.0101.5425]**

HIST 2312
Western Civilization II
(3 credits)
This course surveys the primary political, social, intellectual, and religious developments in western human societies from the 17th century to the 20th century. Particular emphasis will be placed on the trans-Atlantic world, absolutism and state building, the Enlightenment, the period of revolutions, ideology, the rise of nation-states, and the wars of the 20th century. READ 0310 and ENGL 0310. (3 lecture hours per week) **[CB54.0101.5425]**

HIST 2312
Western Civilization II
(3 credits)
This course surveys the primary political, social, intellectual, and religious developments in western human societies from the 17th century to the 20th century. Particular emphasis will be placed on the trans-Atlantic world, absolutism and state building, the Enlightenment, the period of revolutions, ideology, the rise of nation-states, and the wars of the 20th century. (3 lecture hours per week) Prerequisites: READ 0310 and ENGL 0310 **[CB54.0101.5425]**

HIST 2313
History of England I
(3 credits)
Survey of the political, social, economic, military, cultural, and intellectual development of England from prehistory to 1603. (3 lecture hours per week) **[CB54.0101.5425]**

HIST 2314
History of England II
(3 credits)
Survey of the political, social, economic, military, cultural, and intellectual development of England from prehistory to 1603 to the present. (3 lecture hours per week) **[CB 54.0101.5425]**

HIST 2321
World Civilizations I
(3 credits)
A survey of the political, social, cultural, intellectual, diplomatic, technological, and economic development of civilizations in Africa, Asia, Europe and the New World to 1500. Particular attention is given to intersections between cultures along with a comparative analysis of their unique historical trajectories. (3 lecture hours per week). Prerequisites: READ 0310, ENGL 0310 **[CB54.0101.5325]**

HIST 2322
World Civilizations II
(3 credits)
A survey of the political, social, cultural, intellectual, diplomatic, technological, and economic development of civilizations in Africa, Asia, Europe and the New World from the 16th to the 20th centuries. Particular emphasis is placed on the rise of the nation-state and the West as a hegemonic power and its impact on the balance of civilization. (3 lecture hours per week). Prerequisites: READ 0310, ENGL 0310. **[CB54.0101.5325]**

HIST 2389
Academic Cooperative
(3 credits)
An instructional program designed to integrate on-campus study with practical hands-on experience in history. (3 lecture hours per week) **[CB54.0101.5425]**

Horticulture

Dwight Rhodes, Department Chairperson

HORT 1401
Principles of Horticulture
(4 credits)
This course presents the fundamental principles and practices of structure, growth, development, maintenance, and use of horticultural plants. The course outlines the commercial horticulture industry and occupational opportunities. The laboratory experience provides an introduction to growing, grounds maintenance, planting, and transplanting. (3 lecture and 3 laboratory hours per week). **[CB01.0601.5101]**

Humanities

Amalia D. Parra, Department Chairperson

HUMA 1301
Introduction to Humanities I
(3 credits)
An interdisciplinary multi-perspective study of the cultural, political, philosophical, and aesthetic factors critical to the formulation of values and the historical development of the individual and of society. This course examines Ancient and Medieval thought and culture through works from Mesopotamia, Egypt, the early Greeks, the Roman Empire, Judaism, Christianity, Islam, the Byzantine Empire, and the Middle Ages. (3 lecture hours per week). Prerequisites: READ 0310 and ENGL 0310. **[CB24.0103.5112]**

HUMA1302
Introduction to Humanities II
(3 credits)
An interdisciplinary multi-perspective study of the cultural, political, philosophical, and aesthetic factors critical to the formulation of values and the historical development of the individual and of society. This semester focuses on works from the Renaissance, the Reformation and counter-Reformation, the Baroque world, the age of Reason and Neoclassicism, the Romantic era, and the twentieth century. (3 lecture hours per week). Prerequisites: READ 0310 and ENGL 0310. **[CB24.0103.5112]**

HUMA 1305
Introduction to Mexican-American Studies
(3 credits)
Introduction to the field of Mexican American/ Chicano studies from its inception to the present. Interdisciplinary survey designed to introduce students to the salient cultural, economic, educational, historical, political, and social aspects of the Mexican-American/Chicano experience. (3 lecture hours per week) **[CB 05.0203.5125]**

Human Services - Substance Abuse Counseling
(formerly Mental Health)

G. E. Carrier, Department Chairperson

CMSW 1341
Behavior Modification and Cognitive Disorder
(3 credits)
In depth study of the theories and principles of behavioral science and skill development in the methods of modifying and controlling behavior. Clinical and personal settings. Emphasis on techniques as managing self behavior. Topics include stimulus controls, shaping, relaxation training, reinforcement scheduling and taken economics. (3 lecture hours per week) (3 lecture and 3 laboratory hours per week) **[CIP51.1503]**

DAAC 1304 (see also SOCI 2340)
Pharmacology of Addiction
(3 credits)
Psychological, physiological, and sociological effects of mood altering substances and behaviors and their implications for the addiction process are discussed. Emphasis is placed on pharmacological effects of tolerance, dependency/withdrawal, cross addiction, and drug interaction. (3 lecture hours per week) **[CIP51.1501]**

DAAC 1305
Co-occurring Disorders
(3 credits)
Provides students with an understanding of co-occurring psychiatric and substance abuse disorders and their impact on the individual, family, and community. The course includes an integrated approach to address the issues accompanying the illness.(3 lecture hours per week) **[CIP: 51.1502]**

DAAC 1309
Assessment Skill of Alcohol and Other Drug Addictions
(3 credits)
Examines procedures by which a counselor/program identifies and evaluates an individual's strengths, weaknesses, problems, and needs which will be used in the development of a treatment plan. Prepares the student to appropriately explain assessment results and individual rights to clients. (3 lecture hours per week) [CIP51.1501]

DAAC 1311
Counseling Theories
(3 credits)
An introduction to major theories of various treatment modalities including Reality Therapy, Psycho-dynamic, Grief Therapy, Client Centered Therapy, Rational Emotive Therapy, cognitive-behavioral approaches such as life skills training, behavior modification, and the introduction to experiential therapies as they relate to detoxification, residential, outpatient, and extended treatment. (3 lecture hours per week) [CIP51.1501]

DAAC 1317
Basic Counseling Skills
(3 credits)
This course is designed to facilitate development of the basic communication skills necessary to develop an effective helping relationship with clients. Includes the utilization of special skills to assist individuals, families, or groups in achieving objectives through exploration of a problem and its ramification of attitudes and feelings; consideration of alternative solutions; and decision making. (3 lecture hours per week) [CIP51.1501]

DAAC 1319
Introduction to Alcohol and Other Drug Addictions
(3 credits)
Causes and consequences of addiction as they relate to the individual, family, community, and society are discussed. Response alternatives regarding intervention, treatment, education, and prevention are reviewed. Competencies and requirements for licensure in Texas are explained. Addiction issues related to diverse populations are presented. (3 lecture hours per week) [CIP51.1501]

DAAC 1364
Practicum Substance Abuse/Addiction Counseling
(3 credits)
Practical, general workplace training supported by an individualized learning plan developed by the state, college, employer and student. The student will apply concepts and skills associated with substance abuse counseling in a licensed treatment facility. (1 lecture hour and 20 lab hours per week) [CIP: 51.1502]

DAAC 1380
Cooperative Education I - Alcohol/Drug Abuse Counseling
(3 credits)
Career related activities encountered in the student's area of specialization are offered through a cooperative agreement between the college, employer, and student. Under supervision of the college and employer, the student combines classroom learning with work experience. Directly related to a technical discipline, specific learning objective guide the student through the work experience. This course may be repeated if topics and learning outcomes vary. (1 lecture hour and 20 laboratory hours per week) Prerequisite: DAAC 1364. [CIP51.1501]

DAAC 1381
Cooperative Education II - Alcohol/Drug Abuse Counseling
(3 credits)
Career related activities encountered in the student's area of specialization are offered through a cooperative agreement between the college, employer, and student. Under supervision of the college and employer, the student combines classroom learning with work experience. Directly related to a technical discipline, specific learning objective guide the student through the work experience. This course may be repeated if topics and learning outcomes vary. (1 lecture hour and 20 laboratory hours per week) Prerequisite: DAAC 1380 [CIP51.1501]

DAAC 1391
Special Topics in Alcohol/Drug Abuse Counseling
(3 credits)
This course is a review of the requirements for licensure in addiction counseling examination. The course is also used to work on topics in the area of mental health or addiction studies - example: research/projects/field work. (3 lecture hours per week) [CIP51.1501]

DAAC 2306
Substance Abuse Prevention
(3 credits)
This course focuses on aspects of substance abuse prevention from a public health model. We will identify risk and evidence based prevention strategies within a cultural context, include resources for prevention planning and programs. (3 lecture hours per week) [CIP: 51.1502]

DAAC 2307
Addicted Family Intervention
(3 credits)
An introduction to the family as a dynamic system focusing on the effects of addiction pertaining to family roles, rules, and behavior patterns. Discuss the impact of mood altering substances and behaviors and therapeutic alternatives as they relate to the family from a multicultural and transgenerational perspective. (3 lecture hours per week) [CIP51.1501]

DAAC 2341
Counseling Alcohol and Other Drug Addictions
(3 credits)
Special skills and techniques in the application of counseling skills for the Alcohol and Other Drug (AOD) client. Development and utilization of advanced treatment planning and management. Includes confidentiality and ethical issues. The course will use the format of the oral licensure process to prepare students for licensure. (3 lecture hours per week) [CIP51.1501]

DAAC 2343
Current Issues
(3 credits)
A study of issues that impact addiction counseling. Special populations, dual diagnosis, ethics, gambling, and infectious diseases associated with addiction counseling will be associated. (3 lecture hours per week) [CIP51.1501]

DAAC 2354
Dynamics of Group Counseling
(3 credits)
Exploration of group counseling skills, techniques, and stages of group development. (3 lecture hours per week) [CIP 51.1501]

DAAC 2380
Cooperative Education III - Alcohol/Drug Abuse Counseling
(3 credits)
Career related activities encountered in the student's area of specialization are offered through a cooperative agreement between the college, employer, and student. Under supervision of the college and employer, the student combines classroom learning with work experience. Directly related to a technical discipline, specific learning objective guide the student through the work experience. This course may be repeated if topics and learning outcomes vary. (1 lecture hour and 20 laboratory hours per week) [CIP51.1501]

GERS 1301
Introduction to Gerontology
(3 credits)
Overview of the social, psychological, and biological changes that accompany aging and an overview of the implications of these changes for the individual, as well as for the larger society. (3 lecture hours per week) [CIP30.1101]

PMHS 1380
Cooperative Education I - Psychiatric/Mental Health Services Technician
(3 credits)
Career related activities encountered in the student's area of specialization are offered through a cooperative agreement between the college, employer, and student. Under supervision of the college and employer, the student combines classroom learning with work experience. Directly related to a technical discipline, specific learning objective guide the student through the work experience. This course may be repeated if topics and learning outcomes vary. (1 lecture hour and 20 laboratory hours per week) [CIP51.1502]

PMHS 1381
Cooperative Education II - Psychiatric/Mental Health Services Technician
(3 credits)
Career related activities encountered in the student's area of specialization are offered through a cooperative agreement between the college, employer, and student. Under supervision of the college and employer, the student combines classroom learning with work experience. Directly related to a technical discipline, specific learning objective guide the student through the work experience. This course may be repeated if topics and learning outcomes vary. (1 lecture hour and 20 laboratory hours per week) Prerequisite: DAAC 1380. [CIP51.1502]

PMHS 1391
Special Topics in Psychiatric/Mental Health Services Technician
(3 credits)
This course will examine the management of psychological technicians and review the duties of training required. A variety of mental health settings, such as mental retardation, mental illness and dual diagnosis units will be discussed. Residential and non-residential settings will be reviewed in terms of training requirements and employment opportunities. (3 lecture hours per week) [CIP51.1502]

PMHS 2380
Cooperative Education III - Psychiatric/Mental Health Services Technician
(3 credits)
Career related activities encountered in the student's area of specialization are offered through a cooperative agreement between the college, employer, and student. Under supervision of the college and employer, the student combines classroom learning with work experience. Directly related to a technical discipline, specific learning objective guide the student through the work experience. This course may be repeated if topics and learning outcomes vary. (1 lecture hour and 20 laboratory hours per week) Prerequisite: DAAC 1381 [CIP51.1502]

RECT 1301
Introduction to Therapeutic Recreation
(3 credits)
Introduction to the value, history, philosophy, terminology, process, and outcomes of therapeutic recreation. Emphasis on identification of client groups, leisure activities, application of therapeutic recreation in various human services settings, and professional development and career opportunities. (3 lecture hours per week) [CIP51.2309]

SCWK 1313
Introduction to Social Work
(3 credits)
An overview of the social work profession and introduction to the terms, concepts, people, and critical events that have shaped the profession. We will examine why individuals enter the helping professions, apply the code of ethics to case work skills, evaluate the impact of social service delivery, discuss case management related to the needs of a culturally diverse society, identify community resources to meet various client needs and learn the role of advocacy for individuals who cannot advocate for themselves. (3 lecture hours per week) [CIP: 44.0701]

SCWK 1321
Orientation to Social Services
(3 credits)
Introduction to the basic concepts of social welfare, insurance, and service programs and practices. Topics include historical development, social and legal as well as clinical issues in the helping professions. Methods of treatment and services will be discussed for addicted persons and persons with mental illness or mental retardation. (Equates to PMHS 1301) (3 lecture hours per week) [CIP44.0701]

Industrial Design Technology
(formerly Drafting)

James Langley, Department Chairperson
Lupe Gonzales

ARCE 1452
Structural Drafting
(4 Credits)
A study of structural systems including concrete foundations and frames, wood framing and trusses, and structural steel framing systems; Includes detailing of concrete, wood, and steel to meet industry standards including the American Institute of Steel Construction and The American Concrete Institute. Identify components of structural systems; use reference materials; produce drawings for concrete, wood, and steel framing systems; draw design details and connections for framing components; and draw column and beam details for manufacture and assembly utilizing various fastening methods. (2 Lecture and 6 Laboratory hours per week) Prerequisites: DFTG 2419 [CIP04.0901]

ARCE 2452
Mechanical and Electrical systems
(4 Credits)
The properties of building materials (assemblies), specifications, codes, vendor references, and uses of mechanical, plumbing, conveying, and electrical systems as they relate to architecture for residential and commercial construction. Perform mechanical/ electrical/plumbing (MEP) calculations; select MEP components; interpret codes and specifications; and produce MEP drawings. (2 Lecture and 6 Laboratory hours per week) Prerequisites: DFTG 2428 [CIP04.0901]

DFTG 1405
Technical Drafting
(4 credits)
Course Description: Introduction to the principles of drafting to include terminology and fundamentals, including size and shape descriptions, projection methods, geometric construction, sections, and auxiliary views. Create technical sketches, geometric constructions, orthographic projections, pictorial/sectional views, and dimensioned drawings. (2 Lecture and 6 Laboratory hours per week) Prerequisites: DFTG 1409. [CIP15.1301]

DFTG 1409
Basic Computer Aided Drafting
(4 credits)
An introduction to computer-aided drafting. Emphasis is placed on setup; creating and modifying geometry; storing and retrieving predefined shapes; placing, rotating, and scaling objects, adding text and dimensions, using layers, coordinate systems, and plot/print to scale. Identify terminology and basic functions used with CAD software; use CAD hardware and software to create, display, and plot/ print working drawings. (2 Lecture and 6 Laboratory hours per week) [CIP15.1302]

DFTG 1410
Specialized Computer Aided Drafting (CAD)
(4 credits)
Microstation. A supplemental course to Basic Computer Aided Drafting using an alternative computer-aided drafting (CAD) software to create detail and working drawings. (2 lecture and 6 laboratory hours per week) [CIP15.1302]

DFTG 1433
Mechanical Drafting
(4 credits)
Study of mechanical drawings using dimensioning and tolerances, sectioning techniques, orthographic projection, and pictorial drawings. Develop a set of working drawings including assembly, detail, and pictorial. (2 Lecture and 6 Laboratory hours per week) Prerequisite: DFTG 2419 [CIP15.1306]

DFTG 1445
Parametric Modeling and Design
(4 credits)
Parametric-based design software for 3D design and drafting. Use parametric modeling techniques to create rendered assemblies, orthographic drawings, auxiliary views, and details from 3-dimensional models. (2 Lecture and 6 Laboratory hours per week). [CIP15.1306]

DFTG 2317
Descriptive Geometry
(3 Credits)
Graphical solutions to problems involving points, lines, and planes in space. Describe spatial relationships; use sequential thinking; and create views necessary to show object's true size and shape/development using points, lines, and planes in space. (3 lecture and 3 laboratory hours per week) Prerequisite: DFTG 1409. [CIP15.1301]

DFTG 2406
Machine Design
(4 Credits)
Theory and practice of design. Projects in problem-solving, including press fit, bolted and welded joints, and transmission components. Utilize the steps used in the design process, terminology, and mechanical processes to produce drawings. (2 Lecture and 6 Laboratory hours per week). Prerequisite: DFTG 1433 and DFTG 2440. [CIP15.1306]

DFTG 2419
Intermediate Computer-Aided Drafting
(4 credits)
AutoCAD. A continuation of practices and techniques used in basic computer-aided drafting including the development and use of prototype drawings, construction of pictorial drawings, extracting data, and basics of 3D. Produce 2D and 3D drawings, pictorial drawings; use external referencing of multiple drawings (2 Lecture and 6 Laboratory hours per week) Prerequisites: DFTG 1409 and BCIS 1405 or COSC 1401. [CIP15.1302]

DFTG 2423
Pipe Drafting
(4 credits)
A study of pipe fittings, symbols, specifications and their applications to a piping process