Advanced Technical Certificate Diagnostic Cardiovascular Sonography -**Pediatric Echocardiography**

CAAHEP accreditation for Pediatric Echocardiography is in progress.

** Program Pre-requisites:

Associate Degree or higher in an Allied Health field (preferably Echocardiography) from an Accredited Institution and current registry in Adult Echocardiography with at least one year experience. Prior education must have included: Algebra, Physics, English, and Anatomy & Physiology.

Course Number	Course Title	Credits
FIRST YEAR		E 1360
First Semester (Sprin	g 16 weeks)	
DSPE 2255	Neonatal/Pediatric Patient Care Skills	2083
DSPE 1300	Introduction to Pedi Echo Techniques	20AS E
DSPE 2360	Clinical – DMST, Intro to Pedi Echo	3
		8 9 9 9
Second Semester (Su	ummer 11 weeks)	Semester (Fall)
DSPE 2357	Echo Eval of Congenital Heart Disease 1	3 243 B
DSPE 2261	Clinical – DMST, Pedi Echo I	E 2467 conto e levelo
SECOND YEAR		
First Semester (Fall 1	6 weeks)	
DSPE 2349	Echo Eval of Congenital Heart Disease 2	3
DSPE 2461	Clinical – DMST, Pedi Echo II	4
		domen and feum 7 aerus:
Second Semester (Sp	ring 16 weeks)	
DSPE 2359	Advanced Pedi Echocardiography	t Teghnical Co
DSPE 2462	Clinical – DMST, Pedi Echo III	vnos 14 nož
		elsbossA sechiques
Total Credits Required A.T.C. Dia	anostic Cardiovascular Sonography Specialty in Radiatria Falance	led: Algebra, Physics. Ell
	gnostic Cardiovascular Sonography Specialty in Pediatric Echocardiograph	y 27
Deadline to apply is October 15th	erical Hoar Association only) Healbrare provide course for CPR due by a Sudents must	
**Prerequisite courses must be o	completed or in progress by the application deadline.	
3. Province offerent and R	annerson of its progress by the application deadille.	

2

Emergency Medical Technology Program 281-756-5625

Certificates: EMT Intermediate, EMT Paramedic

Purpose: The Emergency Medical Technology (EMT) curriculum includes a combination of class lectures, skills training and clinical training in hospital and ambulance settings. Program meets Texas Department of State Health Services (TDSHS) requirements for certification eligibility, and successful students may take the TDSHS Emergency Medical Services Examination for Certification. Students must meet departmental standards to take the TDSHS certification examinations. A fee is charged by the TDSHS for certification examinations. There may also be additional charges for field experiences. The basic EMT program is designed for persons in the emergency health care field, such as ambulance personnel, safety engineers, industrial nurses, rescue squad workers, child care personnel, policemen and firemen, as well as anyone who supervises or is responsible for the safety and well-being of a number of people. The Department of Emergency Medical Technology adheres to the curricula set forth by the U.S. Department of Transportation, the Texas State Department of Health Services, the American Heart Association, and the International Trauma Life Support Association.

Components of the curriculum include anatomical and physiological functions and dysfunctions, treatment modalities, rescue, management, Advanced Cardiac Life Support, Basic Trauma Life Support, pediatric, medical and ethical-legal responsibilities. Alvin Community College has completed its COAEMSP Initial Self-Study Report (ISSR) for accreditation for an educational program for EMT Paramedic and submitted.

Alvin Community College currently has an approved Letter of Review Self-Study Report (LSSR). A Letter of Review is NOT a CAAHEP accreditation status, it is a status granted by the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP) signifying that a program seeking initial accreditation has demonstrated sufficient compliance with the accreditation Standards through the Letter of Review Self Study Report (LSSR) and other documentation. Letter of Review is recognized by the National Registry of Emergency Medical Technicians (NREMT) for eligibility to take the NREMT's Paramedic credentialing examination(s). However, it is NOT a guarantee of eventual accreditation.

Student Objectives:

dult

- Demonstrate the knowledge base and skills necessary for pre-hospital emergency medical care and management.
- Utilize the knowledge and skills principles to provide emergency medical care in the pre-hospital setting.
- Utilize communication skills to establish and maintain effective interpersonal relationships in the aspects of emergency medical care. 3.
- Assume responsibility for continuing education to maintain professional education and competency.
- Assume legal, ethical, and professional accountability.
- Participate as a member of the emergency medical services community in providing pre-hospital care, development, and education.
- 7. Successfully pass the Texas State Department of Health Services registry examination for certification in the field of emergency medical services.

Program Requirements:

Qualified EMT and EMT Intermediate applicants will be admitted according to space available each semester. The paramedic program enrollment starts in the Fall/ Spring semesters. To be considered for admission to the EMS program, applicants must:

- 1. be admitted to ACC for the EMS program (through Office of Admissions & Academic Advising);
- 2. complete an application in the EMS office, S-108 and provide copies of any current certifications;
- 3. be potentially eligible to write the Texas Department of State Health Services certification exam upon successful completion of the program.
- Applicants convicted of a felony and/or misdemeanor offense may or may not be eligible to write the state exam.
- 4. be 18 years-of-age or older;
- 5. have high school diploma or GED;
- 6. pay the Texas Department of State Health Services registry application fees and all other associated fees;
- 7. purchase appropriate clinical attire and equipment;
- 8. purchase student liability insurance annually (subject to rate applicable at time of registration);
- 9. complete a physical examination which includes TB skin test and immunizations upon enrollment in the program;
- 10. have current basic CPR certification for health professionals dated within one year prior to the course starting date;
- 11. adhere to clinical sites and times as arranged by the College and its affiliates (Sites and times are subject to change without notice);
- 12. Students must pay for background/fingerprinting by the FBI and pass a criminal background check.
- 13. Students must pass a 12 panel drug screen upon entering the EMS program.

Student Accountability:

- 1. Students are responsible for their transportation to and from the clinical facilities.
- 2. Students will abide by the EMS curriculum requirements in effect at the time they are accepted into the program.
- 3. No grade below a "B" in an EMS or "C" in an academic course will be acceptable for progression.
- 4. Students must complete the program within two years for EMT and EMT Intermediate certifications after initial acceptance. Paramedic students must complete within three years after initial acceptance.
- 5. Several Saturday departmental training and evaluation sessions are scheduled during the semester.

Emergency Medical Technician Intermediate Certificate

	Course Number	Course Title Idinos sebuch mecanic (EMI) (gold resemble in the Course Title Idinos sebuch means a second se	
	FIRST YEAR		
	First Semester EMSP 1501 EMSP 1160	Emergency Medical Technician-Basic Emergency Medical Technician-Basic Clinical	90 1 5 90
	Second Semester EMSP 1338 EMSP 1356 EMSP 1355	Introduction to Advanced Practice Patient Assessment and Airway Management Trauma Management	3 and
	EMSP 1261 EMSP 1166	Paramedic Clinical I EMS Practicum I	
CHAAD & D	radita Paguired for Certif	ficate in Emergency Medical Technician - Intermediate	

Emergency Medical Technology Paramedic Certificate

Course Number	Course Title grams (strangers) by present stake has easily believed	Cred
FIRST YEAR		
First Semester	tend and professional accomplishing also professional regional and campaign	5 60 5
EMSP 1501	Emergency Medical Technician-Basic	m s as ef
EMSP 1160	Emergency Medical Technician-Basic Clinical	areq yill
Second Semester	dvended Pesti Encontrollography	2
EMSP 1338	Introduction to Advanced Practice	
EMSP 1356	Patient Assessment and Airway Management	
EMSP 1355	Trauma Management	
EMSP 1261	Paramedic Clinical I	
EMSP 1166	EMS Practicum I	
Third Semester		
EMSP 2444	Cardiology	
EMSP 2248	Emergency Pharmacology	
EMSP 2338	EMS Operations	
EMSP 2160	Paramedic Clinical II	
SECOND YEAR		
First Semester		
EMSP 2434	Medical Emergencies	
EMSP 2261	Medical Emergencies Paramedic Clinical III	
Second Semester		
EMSP 2330	Special Populations (Malgard 2ME) and genetic add needed guid tanks at	
EMSP 2243	Assessment Based Management	
EMSP 2166	EMS Practicum II	
Credits Required for Cer		

Human Services - Substance Abuse Counseling 281-756-3652

Associate of Applied Science Degree Program (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.

Course Number	Course Title Course Ind Other Day Addictions Officers	Credits
FIRST YEAR		
First Semester		
ENGL 1301	Composition I	
PSYC 2301		3
SCWK 1313	General Psychology	3
DAAC 1304	Introduction to Social Work	refavrn38 bo
DAAC 1364 or	Pharmacology of Addiction	3 81 0
PMHS 1380	Practicum Substance Abuse or	
FIVING 1300	Coop Ed I - Psychiatric/Mental Health Services	3
Second Semester		15
ENGL 1302	Addicted Family Intervention	C 2307
SOCI 1301	Composition II	3 3
Elective	Introductory Sociology MENH Elective	3
DAAC 1311	MENT FIECUVE	3
	Counseling Theories	3
DAAC 1380 or	Coop Ed I - Alcohol/Drug Abuse Counseling or	
PMHS 1381	Coop Ed II - Psychiatric/Mental Health Services	3
DAAC 1317	Basic Counseling Skills	<u>3</u>
SECOND YEAR		18
First Semester		
BIOL 2401 or	A	
BIOL 1406	Anatomy and Physiology or	
PSYC 2314	General Biology I	4
DAAC 1309	Life-Span Growth and Development	3
DAAC 1309 DAAC 2341	Assesments and Procedures	3
	Counseling Alcohol & Other Drug Addictions	3
DAAC 1381 or	Coop Ed II-Alcohol/Drug Abuse Counseling or	
PMHS 2380	Coop Ed III-Psychiatric/Mental Health Services	<u>3</u>
		16
Coond Comester		
Second Semester	All ale ale	
DAAC 2307 DAAC 2343	Addicted Family Intervention	3
DAAC 2354	Current Issues	3
	Dynamics of Group Counseling	3
DAAC 1305	Co-Occurring Disorders	3
DAAC 2306	Substance Abuse Prevention	3 <u>3</u>
Visual & Perf Arts / Humanities	Visual & Performing Arts or Humanities Core Curriculum	<u>3</u>
		18
A CONTRACTOR OF THE PROPERTY O		
Required for A A & Human Co	rvice-Substance Abuse Counseling	

*Capstone Course

Human Services - Substance Abuse Counseling Certificate

Purpose: The one-year program prepares the student to meet the foundation educational and practicum requirements for licensure eligibility as 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 Abuse Counseling Program requires a personal interview with the Human Services-Substance Abuse Counseling Department Chairman.

Course	Number	Course Title 2003) and parties of the applicant hadridalbeaviegue and to	motolomoo Credits
First Se	mester		
SCWK 1	313	Introduction to Social Work	
DAAC 1	304	Pharmacology of Addiction and an analysis and an action and action action and action action and action action and action	nemuti ent this greivis
DAAC 1	309	Assessment and Procedures	3
DAAC 2		Counseling Alcohol and Other Drug Addictions Dynamics of Group Counseling	redmul/3 stuc
DAAC 1	364 or	Practicum Substance Abuse Counseling or	
PMHS 1		Co-Op I - Psychiatric/Mental Health Services	3
		Composition I	18
Second	Semester		
DAAC 1	311	Counseling Theories	4083 OA
DAAC 2		Current Issues	VAC 8264 or
DAAC 1		Co-Occurring Disorders 12 diagnation of the Co-Occurring Disorders	08.3 SHA
DAAC 1	391	Special Topics in Psychiatric/Mental Health Services	3
DAAC 2	307	Addicted Family Intervention	con g Samester
DAAC 1	380 or	Coop Ed I - Alcohol/Drug Abuse Counseling or	
PMHS 1		Coop Ed II - Psychiatric/Mental Health	
		Services Technician senoeri Technician	<u>3</u>
			18
	Satord Seme	n Service-Substance Abuse Counseling Certificate	36



Amalia Parra and Saul Olivares, instructors of Foreign Languages and Humanities, promote their department and the Study Abroad program during ACC's Open House.

Industrial Design Technology

Associate of Applied Science Degree Program (A.A.S.) - Articulated Credit

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	Credits
First Semester		
Computer Literacy	Select from Basic Computer Literacy Core Curriculum	rpose: The one-year pr
ENGL 1301	Composition I	ogram Requirements:
DFTG 1409	Basic Computer-Aided Drafting	4
Mathematics	Select from Mathematics Core Curriculum	3-4
ARTS 1316	Drawing I	Telegrad Jenia
	y Select from Basic Computer Literacy Core Curribilitin 19100	17-18
Second Semester		DFT@ 2417
	Technical Displacement	DETTO 140g
TECM 1317	Technical Trigonometry	OFTG 140k
DFTG 1405	rechnical Draiting	4
DFTG 2417	Descriptive Geometry	teamy 2 hanne2
DFTG 2419	Intermediate Computer-Aided Drafting	4510 0130
		15
Third Semester		
ENTC 1423	Strength of Materials	4
DFTG 2440	Solid Modeling and Design	4
DFTG Elective	Drafting Elective	4
Social & Behavioral Sciences	Select from Social & Behavioral Sciences Core Curriculum	tal Credits Roquit 6 for
		15
Fourth Semester		
DFTG Elective	Drafting Elective	SKISHEVA SOVILLBICE OF HITE
* DFTG Elective	Drafting Elective	52, CNBT 1411. 4
* DFTG Elective	Drafting Elective	и из 4 завеще втивин
Communication Skills	Select Communication Skills course from Communication Core Curriculum	TALE 3 AL COURSE S SOURCE
LI-ON ZALI	ons Englopies of Economics I	URSES LISTED 112 HAT 15

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	Credits
ARCE 1452	Structural Drafting	4, CAS
DFTG 2423	Pipe Drafting	4
DFTG 2430	Civil Drafting	4
** DFTG 2445 or	Advanced Pipe Drafting or	4
** DFTG 2481	Cooperative Education-Drafting	104
		16

Specialization in Commercial Building Design

Course Title	Credits
Structural Drafting	4
Architectural Drafting-Commercial	4
Civil Dratting	40045
Construction Methods & Materials I or TO 100290 901008/	140045
Cooperative Education-Drafting https://discoubilists/second	2481
	16
	Structural Drafting Architectural Drafting-Commercial Civil Drafting

^{*}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, 2423, 2428, 2406, 2430, 2445, 2450, 2481, ARCE 1452, CNBT 1411

Specialization in Mechanical Design

Course Number	Course Title	Credits
DFTG 1433	Mechanical Drafting	4
** DFTG 2450	Geometric Dimensioning and Tolerancing	4
DFTG 1445	Parametric Modeling & Design	4
** DFTG 2406	Machine Design (50 and 10 miles) (soften leading to the control of	1010 <u>4</u> 000
		16

^{**}Capstone Course

Industrial Design Technology Certificate

281-756-3784

Articulated Credit

Purpose: The one-year program prepares the student for entry into the design and drafting occupation. **Program Requirements:** A minimum of 32 hours is required for this certificate.

Course Number	Course Title	Credits
First Semester		
Computer Literacy	Select from Basic Computer Literacy Core Curriculum	4
DFTG 2417	Descriptive Geometry	4
DFTG 1405	Technical Drafting	13335110G 1111G 151G
DFTG 1409	Basic Computer-Aided Drafting	<u>4</u>
		16
Second Semester		
DFTG 2419	Intermediate Computer-Aided Drafting	4
* DFTG Elective	Drafting Elective	4
* DFTG Elective	Drafting Elective	4
DFTG 2440	Solid Modeling and Design	4
	Coop Ed II - Payeliario Mental Health Inglet bits grilloom block	16
Total Credits Required for Industr	ial Design Technology Certificate	9.232

^{*}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, 2423, 2428, 2406,2430, 2445, 2450, 2481, ARCE 1452, CNBT 1411.

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		Credits
DFTG 2423	Pipe Drafting	7	4
**DFTG 2445 or	Advanced Pipe Drafting or	MERCANDE PODMINES VOISSE JAMES OF	Make in Orice 4 and
**DFTG 2481	Cooperative Education-Drafting		AT PARTICULAR DISC
			8

Specialization in Commercial Building Design

Course Number	Course Title	Credits
DFTG 2428	Architectural Drafting-Commercial	4
**ARCE 1452 or	Structural Drafting or	4
**CNBT 1411 or	Construction Methods & Materials I or	
**DFTG 2481	Cooperative Education-Drafting	DH 15 2445 or
		Q

Specialization in Mechanical Design

Course Number	Course Title	Credits
DFTG 1433	Mechanical Drafting	ARCE 1452
**DFTG 2450 or	Geometric Dimensioning and Tolerancing or	4
**DFTG 2406 or	Machine Design or	
**DFTG 2481	Cooperative Education-Drafting	DFT C-2481
0 0		8

281-756-3812

Management

Associate of Applied Science Degree Program (A.A.S.) - Articulated Credit

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	Cred
First Semester		
BMGT 1327	Principles of Management	3
BMGT 1382	Cooperative Education - Business Administration & Management, General I	3
BMGT 2303	Problem Solving & Decision Making	3
ENGL 1301	Composition I project a province melang soci	3
**Elective	College Level	3
		15
Second Semester		
HRPO 1311	Human Relations	3
BMGT 2382	Cooperative Education - Business Administration & Management, General II	3
MATH 1314 or	College Algebra or	3
MATH 1333	Contemporary Mathematics for Tech	i vita
MRKG 1311	Principles of Marketing	3
**Elective	College Level	3
	with all least two (2) years tell-time expansion in the hald will have incoming	15
Third Semester		
BUSG 2309	Small Business Management	3
BMGT 1345	Communication Skills for Managers	3
*BMGT 2383	Cooperative Education-Business Administration & Management, General III	3
HRPO 1391 or	Special Topics in Human Resource Management	3
MRKG 2333	Principles of Selling	·
SOCI 1301 or	Introductory Sociology	3
ECON 2301	Principles of Economics I	J
HIST 1301	The United States to 1877	0
11101 1001	The officed states to 1077	<u>3</u> 18
Fourth Semester		18
HRPO 2301	Human Resources Management	^
*MRKG 1301	Services Marketing/Management	3
POFI 1401	Computer Applications I (Word, Excel, Access, Powerpoint, Outlook, & Publisher)	3
Political Science	Select from Political Science Core Curriculum	4
**Visual & Perf Arts / Humanities	Select from Visual & Performing Arts or Humanities Core Curriculum	3
vioual & 1 cit/tits / Humanities	Celect from visual & Penorming Arts of Humanities Core Cumculum	3
		16

^{*}Capstone Course

ARCE

ETHE

^{**}Recommended list of electives: HIST 1301, GOVT 2306, ENGL 1302, MATH 1324, Natural Sciences - 6 hours

Management Certificate

Articulated Credit

281-756-3812

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	Credits
	First Semester		
	BMGT 1327	Principles of Management DA assertable - not soubill evaluate good	2881 J.O. 3
	BMGT 1382	Cooperative Education I - Business Administration & Management, General I	BIGT 2303
	BMGT 2303	Problem Solving & Decision Making and Company and Goldsogmod	1001 JOI39
	BUSG 2309	Small Business Management	9/10-3
	MRKG 1311	Principles of Marketing	3
			itsemes bno 15
	Second Semester		HRPO 1311
	*BMGT 2382	Cooperative Education II - Business Administration & Management, General II	BMGT 2382
	HRPO 1311	Human Relations imputer Alege Drafting 10 stdeptA spello0	NETH 1314 or
	POFI 1401	Computer Applications I (Word, Excel, Access, Powerpoint, Outlook, & Publisher	
	HRPO 2301	Human Resource Management Priday is Assigned States of Assignment	TER DATA
	*MRKG 1301	Services Marketing & Management	evilo 3
		•	16
			Third Semester
		Small Business Management elaboratory vg dambar nament in	
Total Cred	dits Required for Manag	gement Certificate	31
		Cooperative Education-Business Administration Management Cen	**************************************
*Capstor	ne Course		



Susan Cooper, instructor of Management Development, prepares students for the job market.

Neurodiagnostic Technology

Associate of Applied Science Degree Program (A.A.S.) - Articulated Credit

281-756-5644

Purpose: Neurodiagnostic Technology is an allied health specialty for recording electrical activity arising from the brain, spinal cord, peripheral nerves, somatosensory or motor nerve systems using a variety of techniques and instruments. The NDT technologist works with patients of all ages in a variety of settings including: hospitals, out-patient clinics physician offices, epilepsy monitoring units, operating rooms and research facilities.

The Neurodiagnostic Technology program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the committee on Accreditation for Education in Neurodiagnostic Technology (www.coa-ndt.org).

Admission Requirements:

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To be considered for admission to the Neurodiagnostic Technology program, the applicant must:

- a. Make application to Alvin Community College and fulfill the admission requirements.
- b. Make application to the Neurodiagnostic Technology program by July 1st.
- 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).
- e. Complete physical examination form which includes TB skin test and immunizations upon acceptance to the program.
- f. Not currently be on suspension or academic probation.
- Anegaive background check and a negative drug screen are required as a condition of full acceptance into the program.
- h. CPR certification will be taught in HPRS 1304.
- Personal health insurance is required (Student Health Insurance is available through ACC. Insurance form is available in S108.)

Advanced Standing

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

Progression Policy

- 1. The NDT students will abide by the admission and curriculum requirements of the NDT Department at the time they are admitted or re-admitted to the program.
- 2 Once a student has enrolled in the NDT Program, all NDT 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.
- 1. No grade below a C in a NDT or academic course will be acceptable.
- Astudent 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.
- 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.
- 1 Only two (2) attempts in any science/math or any NDT course will be permitted. An attempt is defined as a course in which a grade of D or F is recorded on the transcript.
- 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/stemust be on medications which may interfere with his/her ability to perform satisfactorily.
- Astudent who is pregnant must present a physician's statement giving evidence of her ability to perform the required work.
- Students must complete the program within four (4) years after initial acceptance.

Neurodiagnostic Technology (NDT)

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

Course Number	Course Title (1999) 1990 (1999) 1991 (1999	Credits
Pre-requisite Courses		
ENGL 1301	Composition I	3
BIOL 2401	Anatomy & Physiology I	4
Mathematics	Select from Mathematics Core	3-4
HITT 1305 000000 00000000	Medical Terminology I	311
BIOL 2402	Anatomy & Physiology II	4
		17-18
First Semester (Fall)		
HPRS 1304	Basic Health Profession Skills	3
PSYC 2314	Life Span Growth and Development	3
ENDT 1350	Electroencephalography	3
ENDT 1345	Applied Electronics and Instrumentation	<u>3</u>
anse (Chilani Screum 2029) FAC SINGT 2303	The second of the second secon	12
Second Semester (Spring)		
SPCH 1315 or	Public Speaking notification and add of the following the speaking the speak	3
SPCH 1318	Interpersonal Communications	
ENDT 2320	Electroneurodiagnostic Tech I	3
ENDT 1463	Electroneurodiagnostic Tech Clinical I	4
PSGT 1310	Neuroanatomy & Physiology	3
Visual & Perf Arts / Humanities	Select from Visual & Performing Arts or Humanities Core	3
	and the second of the property of the second	16
Third Semester (Summer)		
ENDT 2425	Electroneurodiagnostic Tech II	0 4
ENDT 2463	Electroneurodiagnostic Clinical II	4
ENDT 2215	Nerve Conduction Studies and appearance appearance of the conduction of the conducti	ed leu <u>2</u>
		10
Fourth Semester (Fall)		
ENDT 2561	Electroencephalography Clinical III	5
ENDT 2210	Evoked Potentials	2
		7
al Credits Required for A.A.S. Neuroo	Take de la Compania d	62-6



ACC offers a variety of health care curriculums including its new Neurodiagnostic Technology (NDT) program.

Neurodiagnostic Technology Advanced Technical Certificate

Purpose: Neurodiagnostic Technology is an allied health specialty for recording electrical activity arising from the brain, spinal cord, peripheral nerves, somatosensory or motor nerve systems using a variety of techniques and instruments.

The NDT technologist works with patients of all ages in a variety of settings including: hospitals, out-patient clinics physician offices, epilepsy monitoring units, operating rooms and research facilities.

Admission Requirements: Admission Requirement Requirements: Admission Requirement Requirement Requirement Requirements: Admission Requirement Requirem

To be considered for admission to the Neurodiagnostic Technology program, the applicant must:

- a. Make application to Alvin Community College and fulfill the admission requirements.
- b. Make application to the Neurodiagnostic Technology program by July 1st.
- c. Hold an Associate Degree in a health-related field.
- d. Submit official transcripts from where above degree was granted.
- e. Submit appropriate state licensure and/or credentials from one of the disciplines in (c) above.
- f. Complete physical examination and immunization form which includes TB skin test and immunizations upon acceptance into the program.
- g. Not currently be on suspension or academic probation.
- h. Current CPR certification AHA Health Care Provider.
- i A negative background check and negative drug screen are required as a condition of full acceptance into the program.

Course Number	Course Title	Credits
First Year		
First Semester (F	Fall) of the resources of each resource of the resources	
ENDT 1350	Electroencephalography	manual and 3
ENDT 1345	Applied Electronics and Instrumentation	3
		6
Second Semeste	r (Spring)	
ENDT 2320	Electroneurodiagnostic Tech I	em Inspilada VADA 3 olo
ENDT 1463	Electroneurodiagnostic Tech Clinical I	164 (4.51)
PSGT 1310	Neuroanatomy & Physiology	medeca mergoro 3 LA
		10
Third Semester (Summer)	
ENDT 2425	Electroneurodiagnostic Tech II	4
ENDT 2463	Electoneurodiagnostic Clinical II	4
ENDT 2215	Nerve Conduction Studies	<u>2</u>
		10
Fourth Semester	(Fall)	
ENDT 2561	Electroencephalography Clinical III	5
ENDT 2210	Evoked Potentials	2
		$\overline{7}$

Nursing 281-756-5630

Associate of Applied Science Degree Program (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 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.

At the successful completion of a minimum of two (2) academic years and all program requirements, the graduate is qualified to make application to 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 Accreditation Commission for Education in Nursing, Inc. (ACEN). 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 in the State of Texas is competent to practice safely. The ACEN is recognized by the U.S. Department of Education as the national accrediting body 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 ACEN (formerly NLNAC) 3343 Peachtree Road NE, Suite 850 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 for admission to the ADN Program.

Admission Requirements:

A new class begins each fall and spring semester. Application periods are from January through March for fall admission and September to mid-October for spring admission. Applications are available at www.alvincollege.edu during the application period. Qualified applicants are admitted according to space available. To be considered for admission to the Associate Degree Nursing (ADN) Program, the applicant must:

Be fully admitted to Alvin Community College.

2. Submit an ADN application to the ADN department during the application period.

3. Submit, by the application deadline, proof to the ADN department of having met the following minimum admission standards:

a. HESI A2 Admission Test score of 75 or higher on the composite and in each of the following sections: Math, Reading Comprehension, Vocabulary and General Knowledge, Grammar, Biology and Anatomy and Physiology. The test must be taken within 5 years of the ADN application deadline.

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. Receipt of at least two (2) of the three (3) immunizations for Hepatitis B or proof of Hepatitis-B immunity upon application. The series of three (3) immunizations 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.

5. Submit to the 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. 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 within five years of the application deadline. 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 ADN program is competitive. After the application deadline, applicants are ranked primarily according to the number of completed courses in the ADN curriculum, the GPA of those courses, and HESI A2 test scores. Priority admission is given to applicants who 1) achieved high standardized test scores 2) earned a high grade point average in the ADN curriculum academic coursework 3) completed BIOL 2401 and 4) completed, or are in progress in, BIOL 2402. Additional consideration is given to applicants who 1) complete ADN curriculum courses without repeating or withdrawing from courses in the last five years; 2) complete ADN curriculum courses at ACC; 3) hold a Bachelor's or higher degree from an accredited college or university; and 4) reside in the ACC tax district.

Program information:

 BIOL 2401, 2402, and 2420 must be taken within five years of application deadline. BIOL courses completed more than five years prior to the application deadline 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 social security number is required and will be verified during the background check. Individuals with felonies are ineligible for admission. A person with a criminal history other than a felony may be eligible to be considered for admission if:

The ADN clinical affiliates permit the person to practice in their agency and

- ii. The Texas Board of Nursing indicates in a letter that a "Declaratory Order" (D.O.) 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.
- b. CPR Certification from American Heart Association: Basic Life Support (BLS) 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 and Clinical Affiliates. (measles, mumps, rubella, tetanus, diphtheria, pertussis, varicella, hepatitis "B" series of 3 immunizations, seasonal flu)

- Negative tuberculin screen (yearly)
- Negative drug test f.
- Purchase of a school uniform and lab supplies
- 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.
- Each student is required to pay for standardized, computerized tests that are administered throughout the program.
- 3. Students attend various clinical sites in the Houston/Galveston region throughout the program. Clinical times/days vary each semester and include 4. weekend and evening hours.

Transfer of Nursing Credits:

- Courses accepted for transfer must be similar in content and credit to the ACC course(s).
- No grade below a "B" in any nursing course is accepted for transfer.
- Students must demonstrate competency through an examination in nursing content for courses without a clinical component that were 3. completed more than three (3) years prior to the time of application.
- 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), are considered for admission on a space available basis. Applicants must:
 - Meet the criteria for admission to the ADN program at ACC;
 - Have a written recommendation from the Dean/Director of their previous nursing program;
 - 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:

Astudent 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.

- 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.
- 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.
- Re-entering students must abide by the current admission, curriculum and program requirements of the department. 3.
- Students are readmitted on a space available basis.
- 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.
- The department reserves the right to deny readmission to a student who discontinued the program due to academic dishonesty or exhibited unsafe 6. and/or unprofessional behavior. The decision to deny or accept readmission will be made by a faculty review committee.
- Students who are unsuccessful in a professional nursing 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 professional nursing program are eliminated for these students.

Progression / Dismissal Policies:

- 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.
- 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.
- No grade below a C in nursing curriculum science and nursing courses will be acceptable for progression.
- In order to receive a grade of C, a minimum grade of 75% must be attained in each nursing course.
- 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 5. that course before enrolling in a subsequent nursing course.
- A student who withdraws from a nursing course with a related clinical component must withdraw from the corresponding course.
- 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.
- 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.
- 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).
- 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.
- 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".
- 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. A student currently enrolled in the second year of the program who receives more than one D, F, or W in a single semester is eligible to be considered for re-enrollment if they have not posted a previous D, F, or W.
- Co-Requisite courses must be completed for a student to progress to the next semester.
- A student may be dismissed from the program for demonstration of unprofessional and unsafe behaviors as described in the Texas Administration Code 215.8.
- A student may be dismissed from the program for academic dishonesty.

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Associate of Applied Science Degree Program (A.A.S.) with a Field of Study Curriculum in Nursing

Course Number	Course Title	Credits
Semester One		
*RNSG 1215	Health Assessment	2
*RNSG 1108	Dosage Calculations for Nursing	is ni "a" s i wois
+RNSG 1513	Foundations for Nursing Practice	5
RNSG 1260	Clinical: Foundations for Nursing Practice	2
*PSYC 2314	Life-Span Growth & Development	3 00
^*BIOL 2401	Anatomy & Physiology I	a not altei <u>4</u> 0 at
Board at Nursing (80h)	mendation from the Bear Dhester of their previous number program,	17
Semester Two		lagmos elima
+RNSG 1441	Common Concepts of Adult Health	ta taat sal Anaa
RNSG 1561	Clinical: Common Concepts of Adult Health	5
*PSYC 2301	General Psychology	A DOA 18 3103
^*BIOL 2402	Anatomy & Physiology II	nierun s n <mark>y</mark> ooli
DIOL 2402	Aliatotty & Filysiology II	16
Miconship at the William 1996 1990		
Summer***		
*BIOL 2420	Microbiology	4
+RNSG 2213	Mental Health Nursing	2
RNSG 1162	Clinical: Mental Health Nursing	neb em la <u>1</u> no0
		stur 7 ute
Semester Three		
+**RNSG 1512	Nursing Care of Childbearing & Childrearing Family	5
RNSG 2121	Management of Client Care	von y fluoritie y
**RNSG 2463	Clinical: Nursing Care of Childbearing & Childrearing Family	4
*ENGL 1301	Composition I	3
*Elective	Select from Visual & Performing Arts or Humanities Core Curriculum	500 mail an <u>3</u> 1 M
	Color from Floudi & Fortonning File of Floring Color Odinoulding	16
Competer Form	uso o tos tura comunicación de inspectos de en preso de expediente de entra el entra de entra de entra de entr Antes de la linea entra el ejo de la como de entra de en	10
Semester Four	Local and Ethical Januar for Names	iallo Linegiani
RNSG 1246	Legal and Ethical Issues for Nurses	red vd 9 de
+**RNSG 1443	Complex Concepts of Adult Health	4
**RNSG 2563	Clinical: Complex Concepts of Adult Health	510
*ENGL 1302	Composition II	<u>3</u>
		14

^{*} May be taken prior to admission to the ADN program.

^{**} Taught both Fall and Spring; students may be assigned to either set of course in Fall or Spring.

^{***} Summer courses are taken after Semester One for Spring admits.

⁺ Field of Study Curriculum course.

[^] Priority admission for applicants who 1) achieved high standardized test scores, 2) earned a high grade point average in the ADN curriculum academic coursework, 3) completed BIOL 2401, and 4) completed or are in progress in BIOL 2402.

Nursing Transition (LVN-to-ADN)

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

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:

- Apply to Alvin Community College and fulfill the admission requirements of the college.
- Apply to the ADN Program and meet admission and program requirements for that program.
- Hold a license to practice vocational nursing in the State of Texas or be scheduled to graduate from the ACC/VN program. 3.
- 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.
- Complete prerequisite courses before the start of the nursing program. 5.
- 6. Have a cumulative GPA of 2.5 or better.

To progress beyond the summer semester and register for Fall classes, ACC/VN graduates must pass the NCLEX-VN examination.

Selection for Admission: Admission to the LVN to ADN program is competitive. After the application deadline, applicants are ranked primarily according to the number of completed courses in the ADN curriculum, the GPA of those courses, and HESI A2 test scores. Additional consideration is given to applicants who 1) complete ADN curriculum courses without repeating or withdrawing from courses in the last five years; 2) complete ADN curriculum courses at ACC; 3) hold a Bachelor's or higher degree from an accredited college or university; 4) reside in the ACC tax district; and 5) have acute-care work experience.

	Course Number	Course Title	Credits
	Prerequisite Courses		
	(Must be completed prior to enroll	lment in RNSG 1262 and RNSG 1417)	t, Vocationa). N entance condi-
	ENGL 1301 PSYC 2301 PSYC 2314 BIOL 2401 BIOL 2402 BIOL 2420	Composition I General Psychology Life-Span Growth & Development Anatomy & Physiology I Anatomy & Physiology II Microbiology	3 3 4 4 4 21
	3 Week Mini Semester (May) RNSG 1215	Health Assessment	2/2
	Summer Semester RNSG 1262 RNSG 1417 Credit for Prior Learning	Clinical Nursing: Concepts of Nurse Practice for Articulating Students Concepts of Nursing Practice I for Articulating RNSG 1513 RNSG 1441 RNSG 1561	2 4 5 4 <u>5</u> 20
*1	Fall Semester RNSG 1246 *RNSG 1443 *RNSG 2563 *ENGL 1302	Legal Ethical Issues for Nurses Complex Concepts of Adult Health Clinical Nursing: Complex Concepts of Adult Composition II	2 4 5 <u>3</u> 14
	Spring Semester *RNSG 1512 RNSG 2121 *RNSG 2463 Visual & Perf Arts / Humanities	Nursing Care of the Childbearing and Childrearing Family Management of Client Care Clinical: Nursing Care of Childbearing and Childrearing Family Select from Visual & Performing Arts or Humanities Core Curriculum	5 1 4 3 13
Total Cre	edits Required for A.A.S. Nursing	cos precent research seminaterial de la companio d Colincol - Practica del duca de la companio de la c	70

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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 either set of courses in the Fall or Spring semester.

Vocational Nursing Certificate

Articulated Credit

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 30-50 qualified applicants per class depending on instructor and clinical availability. To be eligible for admission to the program, each applicant must:

be a high school graduate or hold a certificate of equivalency (GED);

meet all College admission requirements;

- 3. submit an application with HESI scores to the Vocational Nursing department. Minimum acceptable scores are reading, vocabulary, grammar, basic math, anatomy and physiology and composite HESI score of 75. Scores must be within 5 years of application deadline date.
- 4. attend an information meeting with the chairperson of Vocational Nursing before registration; either August 9, Septebmer 13, October 11, or November 8. All are at 3pm on a Friday. DO NOT BRING CHILDREN.
- 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 and are ineligible to apply to the program.

7. Deadline for 2014 class applications is December 2, 2013.

Program Requirements:

- 1. Expenses for the entire program are approximately \$5,600 (\$7,400 for students living out-of-district). This includes HESI test fee, CPR certification requirement, all tuition and fees, malpractice insurance, books, miscellaneous supplies, uniforms, andcosts related to graduation and licensure. Additional costs of health insurance and transportation are the student's responsibility.
- 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.

Cours	se Number	Course Title		Credits
First	Semester - S	ummer 11 Week		
VNSG	3 1122	Vocational Nursing Concepts	Clinical Nucsing: Concepts o	1
VNSG	1160	Clinical - Practical Nurse I	Concents of Nursing Practice	1
VNSG	1227	Essentials of Medication Administration	RNSG 1513	2
VNSG	3 1420	Anatomy & Physiology for Allied Health		4
VNSG	6 1423	Basic Nursing Skills		4
Secon	nd Semeste	- Fall		12
VNSG	1329	Medical-Surgical Nursing I		3
VNSG	1331	Pharmacology		3
VNSG	1332	Medical-Surgical Nursing II		3
VNSG	1660	Clinical - Practical Nurse II		<u>6</u>
Third	Semester -	and and Childrening Family gning		15
	1219	Professional Development		2
VNSG	1226			2
VNSG	1230			asimmen 2 H la
VNSG	1234	Pediatrics		2
VNSG	1301	Mental Health & Mental Illness		3
VNSG	1661	Clinical - Practical Nurse III		6 A A
		w		on a 17
Total Credits Re	equired for Vo	cational Nursing Certificate	2463 are taught both Fall and Signin	44

Office Administration – Administrative Assistant 281-756-3822

Associate of Applied Science Degree Program (A.A.S.) - Articulated Credit

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 (20/00/20) GALCA ON THE COURSE TITLE (20/00/20) GALCA ON THE COURSE TO THE COURSE TITLE (20/00/20) GALCA ON T	Credits
First Semester		
POFT 1319	Records Management I (516W) Languaged a citil ovifateirambA	3
POFI 1401	Computer Applications I (Word, Excel, Access, PowerPoint, Outlook)	487
POFT 1220	Job Search Skills (brow) pritnsodve/i stalitemental	2
POFT 1425	Business Math and Machine Applications	Δ
POFT 1429	Beginning Keyboarding II (Word)	4
	Office Assistant Certificate Program	10 0 17
Second Semester	Composition	
ACNT 1303	Introduction to Accounting (QuickBooks)	3
POFI 1341	Computer Applications II (Visio, Adobe Acrobat, Publisher,	3
	Adv. PowerPoint, Adv. Word)	3
POFT 1309	Administrative Office Procedures I	3
POFT 1382	Co-Op- General Office Occupations & Clerical Services	3
POFT 2401	Intermediate Keyboarding (Word)	4
	Secretary Course (Course of Author Astronom (Part Only)	16
		edmuly sa
Third Semester		
**BMGT 1345	Communication Skills for Managers	2 2
POFI 1449	Spreadsheets (Excel)	3
*POFT 2382	Co-Op-General Office Occupations & Clerical Services	4
Emphasis Elective (choose 2)	ACNT 1311 Intro to Computerized Accounting (QuickBooks)	3
Second Valery	POFI 2350 Databases (Access)	
	POFI 2301 Word Processing (Word)	
	POFL 1305 Legal Terminology Colonia Co	
	HITT 1305 Medical Terminology	
	Federal Civil Migation (Fall Only) / banks to inform of this	
	POFM 1317 Medical Administrative Support (Medisoft)	<u>6</u>
		16
Fourth Semester	"Intermediata Keyboarding (Welf) prince (Procedure France)	
ENGL 1301	Composition I	3
MATH 1333 or 1314	Contemporary Math for Tech or College Algebra	3
Social & Behavioral Sciences	Select from Social & Behavioral Sciences Core Curriculum (PSYC 1300 preferred)	3
SPCH 1318	Interpersonal Communications (leax) steed begans	3
Visual & Perf Arts / Humanities	Select from Visual & Performing Arts or Humanities Core Curriculum	3
	(choose 2) ACNT 1311 Intro to Computerized Accounting (QuidtBooks) assured	15

*Capstone course.

**Course description is under the Management department.

Medical Emphasis:

HITT 1305 Medical Terminology I and POFM 1317 Medical Administrative Support. 90 hogged evilonation be support.

Legal Emphasis:

POFL 1305 Legal Terminology

to the root began forminology

Executive Emphasis: ACNT 1311 Introduction to Computerized Accounting and POFI 2350 Databases (Access) or POFI 2301 Word Processing.

Office Administration - Office Assistant Certificate

Articulated Credit

	Course Number	Course Title	Credits
	First Semester		
	POFT 1319	Records Management I	3
	POFI 1401	Computer Applications I (Word, Excel, Access, Powerpoint, Outlook) 4
	POFT 1220	Job Search Skills	
	POFT 1425	Business Math and Machine Applications	4
	POFT 1429	Beginning Keyboarding II (Word)	4
		on Maaduspissa ou mine Ostaka () turiupide is il med to Avii Tales Amilio for sitripolea ta Mulieriotem isach profesiot da	17
	Second Semester		
	ACNT 1303	Introduction to Accounting (QuickBooks)	aoO gaden
	POFI 1341	Computer Applications II (Visio, Adobe Acrobat, Publisher,	table scores are 13 ng.
		Adv. PowerPoint, Adv. Word)	he within 6 years of aggs
	POFT 1309	Administrative Office Procedures I (Word)	and Acquisite 3
	*POFT 1382	Co-Op-General Office Occupations & Clerical Services	3
	POFT 2401	Intermediate Keyboarding (Word)	4
		Class *C* OPR for Heathcare Prevalenting equipment has ittell exer-	16
			inan helialbie to sealy to t
Total	Credits Required for Office	Assistant Certificate Program	

^{*}Capstone course.

Office Administration - Administrative Support Certificate

Course Number	Course Title	Credits
First Semester		
POFT 1319	Records Management I	3
POFI 1401	Computer Applications I (Word, Excel, Access, PowerPoint, Outlook)	4
POFT 1220	Job Search Skills	2 019
POFT 1425	Business Math and Machine Applications	4
POFT 1429	Beginning Keyboarding II (Word)	(Cleanorb) 4 vinsi
	s other than Alvin Community Collegeadd Alvesadd 2022 1969 1969 and	17
Second Semester		
ACNT 1303	Introduction to Accounting (QuickBooks)	3
POFI 1341	Computer Applications II (Visio, Adobe Acrobat, Publisher,	3
	Adv. PowerPoint, Adv. Word)	
POFT 1309	Administrative Office Procedures I	3
POFT 1382	Co-Op- General Office Occupations & Clerical Services	3
POFT 2401	Intermediate Keyboarding (Word)	4
	Composition notice that the site of the	16
Third Semester	Contemporary Math for Tech or College Algebrasilia not uncloissed 6 s	
**BMGT 1345	Communication Skills for Managers	asonero 2 3 oliver
POFI 1449	Spreadsheets (Excel)	4
*POFT 2382	Co-Op-General Office Occupations & Clerical Services	Saltinom III 3 at A
Emphasis Elective (choose 2)	ACNT 1311 Intro to Computerized Accounting (QuickBooks)	Committee Constitution
VALCE 1331 Pherma	POFI 2350 Databases (Access)	
	POFI 2301 Word Processing (Word)	
	POFL 1305 Legal Terminology	
	HITT 1305 Medical Terminology	
	POFM 1317 Medical Administrative Support (Medisoft)	6
	and Constanting and Constantin	6 16
Total Credits Required for Administrative	ve Support Certificate Program	49

^{*}Capstone course.

^{**}Course description is under the Management department.

Associate of Applied Science Degree Program (A.A.S.) - Articulated Credit

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.

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.

Associate of Applied Science Degree Program

Course Number	Course Title	Credits
FIRST YEAR		
First Semester		
ENGL 1301	Composition I O pring(2) subscoril & well smark(2)	3 2 A
LGLA 1301	Legal Research & Writing (Fall Only) (2) we be viewed	3 A
LGLA 1311	Introduction to Law	3
LGLA 2303	Torts and Personal Injury (Fall Only)	3
Social & Behavioral Sciences	Select from Social & Behavioral Sciences Core Curriculum	<u>3</u> 15
Second Semester		
LGLA 1353	Wills, Trust and Probate Administration (Fall Only)	3
LGLA 1355	Family Law (Spring Only)	3
POFT 1329	Keyboarding & Document Formatting	50 March 1950 March 19
Mathematics	Select from Mathematics Core Curriculum or	3-4
Natural Sciences	Select from Natural Sciences Core Curriculum	
POFI 1301	Computer Applications 1	3
Visual & Perf Arts / Humanities	Select from Visual & Performing Arts or Humanities Core Curriculum	<u>3</u> 18-19
SECOND YEAR		
First Semester		
ENGL 1302 or	Composition II or	3
ENGL 2311	Technical Communication	
LGLA 1342	Federal Civil Litigation (Fall Only)	30019
*LGLA 1380	Cooperative Ed - Paralegal	3
LGLA 2305	Interviewing and Investigating	3
LGLA 2313	Criminal Law & Procedure (Spring Only)	3
LGLA 1343	Bankruptcy	<u>3</u>
		18
Second Semester		
LGLA 1344	Texas Civil Litigation (Spring Only)	3
LGLA 1351	Contracts	3
LGLA 2311	Business Organizations	3
LGLA 2323	Intellectual Property	3
*LGLA 2381	Cooperative Ed - Paralegal	3
Communication Skills	Select Communication Skills course from Communication Core Curriculum	<u>3-4</u> 18-19

Total Credits Required for A.A.S. Paralegal Degree69-71

*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 Certificate

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 September 2 Asigned a signed as Islamme vog bris am	Credits
FIRST YEAR		
First Semester		
LGLA 1301	Legal Research & Writing (Fall Only)	ship). An internship pr
LGLA 2303	Torts and Personal Injury (Fall Only)	the Parisegui Progra
LGLA 1342	Federal Civil Litigation (Fall Only)	dor confact the dep
LGLA 1353	Wills, Trust, and Probate Administration (Fall Only)	2
	The Company of the Company of the Committee and the Committee of the Commi	Applied 3 clarke De
Second Semester		12
LGLA 1344		a reamun ezhoù
LGLA 2311	Texas Civil Litigation (Spring Only) Business Organizations	3
*LGLA 1380	Cooperative Ed - Paralegal	3 A21 1631
LGLA 2313	Criminal Law & Procedure (Spring Only)	133 9 132 121
LGLA 1355	Family Law (Spring Only)	3 1081 150
202111000	wal of miles have	3 1081 AJK
		15 1181 AJE
Third Confession		
Third Semester	Administrative Support Certificate	
**ELECTIVE	LGLA Elective	Tale 3 at hoose
LGLA 2305	Interviewing & Investigating	3
*LGLA 2381	Cooperative Ed - Paralegal	3 3381 A 18
POFI 1301	Computer Applications I	3 938 770
LGLA 2323	Intellectual Property	<u>3</u> citements
		15 salts
Total Credits Required for Paralegal Certi	milles Select from Visual & Performing Ada or Humanilless Date Carrior	

- * 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



Library resources and assistance are available to students and the community. Pictured above left to right: Kayla Soliz, Alexis Greene and Michael Cox.

Pharmacy Technician

Pharmacy Technician

Associate of Applied Science Degree Program (A.A.S.) - Articulated Credit

Purpose: The Pharmacy Technician Program offers a 2 year curriculum to prepare individuals for an allied health career working in a pharmacy. The program prepares you to take the Pharmacy Technician Certification Exam. Once certified, you will be able to work in retail pharmacies, hospital pharmacies, and mail order pharmacies. The 2 year curriculum provides courses in Management allowing you to gain knowledge needed to move into management.

Program Requirements:

- 1. Have a high school diploma or GED.
- 2. Make application to Alvin Community College and fulfill the admission requirements.
- 3. Not currently on suspension or academic probation.
- 4. A background check will be conducted by the state of Texas Pharmacy Board in when applying for technician in training status. You must not have any felonies in the last 5 years or drug convictions.
- 5. Physical Exam and immunization required for clinical rotation in the last semester.

Total Credits Required for A.A.S. Pharmacy Technician Degree

6. CPR certification required for clinical rotation in the last semester.

Course Number	Course Title	Credits
FIRST YEAR		
First Semester		
ENGL 1301	Composition I	3
Communication Skills	Select Communication Skills course from Communication Core Curriculum	3-4
PHRA 1301	Introduction to Pharmacy	3
PHRA 1315	Pharmacy Terminology	<u>3</u>
	HA Health Care Provider (will be found in KPPakes) acided of wearning	12-13
Second Semester		
PHRA 1205	Drug Classification	2
PHRA 1313	Community Pharmacy Practice	3
PHRA 1309	Pharmaceutical Mathematics I	3
BMGT 1327	Principles of Management	3
HRPO 1311	Human Relations	<u>3</u>
		14
Third Semester		
PHRA 1304	Pharmacy Therapy and Disease Process	3
PHRA 1349	Institutional Pharmacy Practice	3
CHEM 1405	Introductory to Chemistry	<u>4</u>
		10
SECOND YEAR		
Fourth Semester		
PHRA 1441	Pharmacy Drug Therapy & Treatment	4
PHRA 1445	Compounding, Sterile Preparations & Aseptic Techniques	4
Social & Behavioral Sciences	Select from Social & Behavioral Sciences Core Curriculum	3
HRPO 2301	Human Resource Management	<u>3</u>
		14
Fifth Semester		
PHRA 2362	Clinical - Pharmacy Technician	3
PHRA 1291	Special Topics for Pharmacy Technicians	2
MRKG 1311	Principles of Marketing	3
Visual & Perf Arts / Humanities	Select from Visual & Performing Arts or Humanities Core Curriculum	<u>3</u>
		11

Pharmacy Technician Certificate

281-756-3805

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	Credits
First Semester		
PHRA 1205	Drug Classification	2
PHRA 1301	Introduction to Pharmacy	.3
PHRA 1309	Pharmaceutical Mathematics I	3
PHRA 1313	Community Pharmacy Practice	3
PHRA 1315	Pharmacy Terminology	3
	,	14
Second Semester		
PHRA 1349	Institutional Pharmacy Practice	3
PHRA 1441	Pharmacy Drug Therapy & Treatment	4
PHRA 1445	Compounding, Sterile Preparations & Aseptic Techniques	4
PHRA 2362	Clinical - Pharmacy Technician	<u>3</u>
	Selection to December 2015 to Brown Control Control Control	14
Total Credits Required for Pharm		28



Alvin Community College students learn how to properly sterilize an IV as part of the pharmacy technician program.

the community. Pictured above lafe to date (but). Sets

Polysomnography - Sleep Medicine

Associate of Applied Science Degree Program (A.A.S.) - Articulated Credit

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 an application to Alvin Community College and fulfill the admission requirements.
- b. make an application to the Polysomnography program by June 15th.
- c. submit official transcripts from other colleges attended with application.
- d. complete pre-requisites before January start date.
- e. interview with the Program Director.
- f. complete a physical examination which includes TB skin test and immunizations upon acceptance to the program.
- g. not currently be on suspension or academic probation.
- h. have current CPR certification AHA Health Care Provider (will be taught in HPRS 1304).
- i. have a negative criminal background check and a clear drug screen as a condition of full acceptance into 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 Astudent 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. Astudent 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.
- Astudent who is pregnant must present a physician's statement giving evidence of her ability to perform the required work.
- 1. Students must complete the program within four (4) years after initial acceptance.

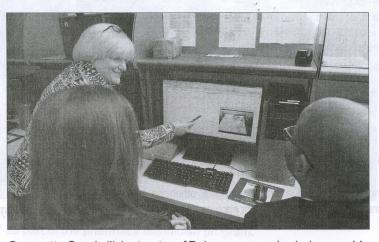
Advanced Standing

- Advanced standing applies to those Polysomnography personnel who have work experience and have not completed the associate degree program.
- 1 Polysomnography professional with at least two (2) years full-time experience in the field will have the opportunity to challenge polysomnography ourses.
- These courses must be challenged in sequence unless permission is otherwise granted.
- Not all Polysomonography courses may be challenged. For each credit hour granted by examination, a credit must be taken on this campus.

Polysomnography - Sleep Medicine

Associate of Applied Science Degree Program (A.A.S.) - Articulated Credit

Course Number	le Course Title a doue grada each dominion aghubal trachelisty at gradhoath goals	Credits
Pre-requisite Courses		
ENGL 1301	*Composition I bevlovel calls are atalipological atrawa laulpololaye's radio be	s nep3 o c
BIOL 2401	Anatomy & Physiology I	4
Mathematics Mathematics	Select from Mathematics Core Curriculum	3-4
neipiavil HITT 1305 eo geels befilheroos	Medical Terminology angrees no conclude a violence of a securior account to	d ear3ah
oldes to HPRS 1304 Heteros A to biso8	Basic Patient Care Skills	izarig <u>3</u> e r
		16
Souther FIRST YEAR -Acc) notice in 2	ilied by the Committee on Accreditation for Polysomnographic fechinologists	
First Semester (Spring)		
BIOL 2402	Anatomy & Physiology II	4
PSGT 1400	Polysomnographyl	4
PSGT 1440	Sleep Disorders	atmos 4
PSGT 1310	Neuroanatomy & Physiology	3
PSGT 1205	Neurophysiology of Sleep	2
		17
Second Semester (Summer)		
RSPT 1310	Respiratory Care Procedures	3
PSGT 1260	Polysomnography Clinical I	2
PSGT 2205	Sleep Scoring & Staging	2
		7
Third Semester (Fall)		
RSPT 2239	Advanced Cardiac Life Support	2
PSGT 2411	Polysomnography II	4
PSGT 2660	Polysomnography Clinical II	6
PSYC 2314	Life-Span Growth & Development	3
	audents will solde by the admission and curriculum requirements of the Polyso	15
Fourth Semester		
PSGT 1291	Special Topics	2
PSGT 2250	Infant and Pediatric Polysomnography	2
PSGT 2661	Polysomnography Clinicial III	6
Visual & Perf Arts / Humanties	Select from Visual & Performing Arts or Humanities Core Curriculum	3
	of later of city of the control of t	13
Total Credits Required for A.A.S. Polysomno	noranhy	68-69
Total Ground Required for A.A.G. Polysonlind	Alabu)	



Georgette Goodwill, instructor of Polysomnography, helps provide the skills to her students for promising health care careers.

Total

Stude

Polysomnography - Advanced Technical Certificate

281-756-5655

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 an application to Alvin Community College and fulfill the admission requirements.
- b. make an 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. Interview with the Program Director
- g. complete a physical examination which includes TB skin test and immunizations upon acceptance to the program.
- h. not currently be on suspension or academic probation.
- i. have current CPR certification AHA Health Care Provider.
- j. have a negative criminal background check and a clear drug screen as a condition of full acceptance into the program.

Course Number	Course Title	Credits	
First Semester (Spring) PSGT 1400 PSGT 1440 PSGT 1310 PSGT 1205	Polysomnography I Sleep Disorders Neuroanatomy & Physiology Neurophysiology of Sleep	4 4 3 2 13	
Second Semester (Summer)			
RSPT 1310 PSGT 1260 PSGT 2205	Respiratory Care Procedures Polysomnography Clinical I Sleep Scoring & Staging	3 2 <u>2</u> 7	
Third Semester (Fall)			
RSPT 2239	Advanced Cardiac Life Support	2	
PSGT 2411	Polysomnography II	4	
PSGT 2660	Polysomnography Clinical II	<u>6</u> 12	
Fourth Semester (Spring)			
PSGT 1291	Special Topics	2	PTAC 2438
PSGT 2250	Infant and Pediatric Polysomnography	2	
PSGT 2661	Polysomnography Clinical III	<u>6</u> 10	
Credits Required for A.A.S. Polysomno	graphy	42	

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

Total C

Process Technology

Associate of Applied Science Degree Program (A.A.S.) - Articulated Credit

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	Credi
First Semester		
BCIS 1405 or COSC 1401	Business Computer Applications or Microcomputer Applications	otholic 4
PTAC 1302	Introduction to Process Technology	3
CTEC 1401	Applied Petrochemical Technology (Physics)	4
PTAC 1308	Safety, Health, and Environmet	3
MATH 1332 or	Contemporary Mathematics I or	3
MATH 1314 or	College Algebra or	
MATH 1333 or	Contemporary Math for Tech or	
TECM 1303	Technical Calculations	n exiláçe
		17
Second Semester		
ENGL 1301	Composition I	3
PTAC 1332	Process Instrumentation I	3
PTAC 1410	Process Technology I (Equipment)	4
SCIT 1414	Applied General Chemistry	4
Social & Behavioral Sciences	Select from Social & Behavioral Science Core Curriculum	<u>3</u> 17
Third Semester		Seinestor
ENGL 1302 or	Composition II PRV Same and Sempleston 9160 your ligated	3
ENGL 2311	Technical Communication	
PTAC 2314	Quality, Statistical Process Control & Economics	3
PTAC 2420	Process Technology II (Systems)	4
PTAC 2436	Process Instrumentation II	4
Communication Skills	Select Communication Skills course from Communication Core Curriculum Select Communication Skills course from Communication Core Curriculum Select Communication Skills course from Communication Core Curriculum Select Core	<u>3-4</u> 17-1
- 40	Folytomnography B Polytomnography (Huber Elli	
Fourth Semester	Industrial Processes or	4
PTAC 1454 or *CTEC 2480	Internship-Process Technology	T emester
*PTAC 2438	Process Technology III (Operations)	4
PTAC 2446	Process Troubleshooting	4
Visual & Perf Arts / Humanities	Select from Visual & Performing Arts or Humanities Core Curriculum	3
visual & Peli Arts / Humanities	Select from Visual & Ferrorining Arts of Flumanities Core Curriculum	15

^{*}Capstone Course - Can not be substituted.

^{**}Requires Department Chair approval.

Respiratory Care

Associate of Applied Science Degree Program (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, St Luke's Episcopal Hospital, and eleven other clinical affiliates.

The program is fully accredited by the Committee 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. have a minimum score of 75 on the HESI A2 Entrance Exam and complete BIOL 2401, BIOL 2402 and ENGL 1301 with a grade no lower than a "C" prior to admission. Biology grades 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.

- h. as a condition of full acceptance into the program, a student must have a negative criminal background check and a clear drug screen.
- i. personal health insurance is required. (Student Health Insurance is available through ACC. Insurance information is available in S108.)
- j. a current CPR card is not required prior to acceptance. A CPR course will be taught in RSPT 1429.

k. 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 Respiratory Care Department with a description and/or syllabus of each respiratory course being considered for transfer.
- d. Must complete a minimum of 18 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.

281-756-5660

Respiratory Care

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

Course Number	Course Title			Credits
Prerequisite Courses				
ENGL 1301	Composition I			•
BIOL 2401	Anatomy & Physiology I			3
BIOL 2402	Anatomy & Physiology I			4
BIOL 2402 - 360 ATRO-9 88	Anatomy & Physiology II			4
FIRST YEAR				11
First Semester				
RSPT 1166	Brostiaum Boorinston, Com The 1011, 1910-9			
RSPT 1207	Practicum-Respiratory Care Therapist			1
	Cardiopulmonary Anatomy & Physiology			2
RSPT 1331	Basic Respiratory Care Fundamentals II			3
RSPT 1325	Respiratory Care Sciences			3
RSPT 1429	Respiratory Care Fundamentals I			4
	PLANERW NATE OF READ 0310			a C 13
				V 0310 or ENGL
Second Semester				
Visual & Perf Arts / Humanities	Select from Visual & Performing Arts or Huma	anities Core		3 4-51-9
RSPT 1266	Practicum-Respiratory Care Therapist I	10AS 13		2
RSPT 2317	Respiratory Care Pharmacology			3
RSPT 2210	Cardiopulmonary Diseases I			
RSPT 2414	Mechanical Ventilation I			2
USE 1909 OF FEBRUARY OF FE	Mechanical ventilation I to 0 and that MHO 9			4
Third Semester				14
RSPT 1267	Participation of the state of t			
	Practicum-Respiratory Care Therapist II			2
RSPT 2305	Pulmonary Diagnostics			3
RSPT 2314	Mechanical Ventilation II			3A39 3 0000 V
SECOND YEAR				8
First Semester	Sept. 24			
BIOL 2420	Microbiology 8060 QABR to 8060 WRIG 9		and CARDSI (\$P	4
RSPT 2239	Advanced Cardiac Life Support			2
RSPT 2355	Critical Care Monitoring			MAN 3 OF CO V
RSPT 2266	Practicum-Respiratory Care Therapist III			SAME OF EDV
RSPT 2310	Cardiopulmonary Disease II			THE TOTAL OF
	P-NCSM 0200 OF MALE 0009 SHO BOS MOS			14 14 15
Second Semester				BABA 150000
Social & Behavioral Sciences	Select from Social & Behavioral Science Core	Curriculum	1 P. W. S. 1010 C.	A KARC
RSPT 1191	Special Topics in Respiratory Therapy			1406 UN 1403 C
RSPT 2131	Simulations for Respiratory Care	2315		MINE 27 15
RSPT 2135	Pediatria Advanced Life Comment			MDS: 21-1
	Pediatric Advanced Life Support			W 0309 Pt ENGI
RSPT 2267	Practicum-Respiratory Care Therapist IV			2
RSPT 2166	Practicum-Respiratory Care Therapist V			VEAUP GINGS J
RSPT 2353	Neonatal/Pediatric Cardiopulmonary Care			3
				12 12

rea

Pre and Co Requisites

"P" indicates courses which must have been passed prior to enrollment in the selected course. In the case of DIRW 0309 or MATH 0310, the student must have passed at least the 0309 level course or must have passed the 0309 level on the TSI or an alternate test.

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

COT		CHEF		2312	P-CRTR 2401 & CRTR 1308
CCT	D ACCT 2201		P-DIRW 0310 or READ 0310	2313	P-CRTR 1314, CRTR 1404
12	P-ACCT 2301		P-DIRW 0310 or READ 0310,and C-CHEF1305	2331	P-CRTR 2403
NT		1			P-CRTR 1346
	P-ACNT 1303		P-CHEF 1301		P-CRTR 1314, CRTR 2311
11	P-ACINI 1303		C-CHEF 1301	the second of the	
ITH		1310	P-CHEF 1301	2381	P-CRTR 2403, 1314
	P-DIRW 0310 or ENGL 0310 & READ 0310	1341	P-CHEF 1301	2401	P-CRTR 1406
		1345	P-CHEF 1301	2403	P-CRTR 2401
	P-DIRW 0310 or ENGL 0310 & READ 0310		P-CHEF 1301	2435	P-CRTR 2403
	P-DIRW 0310 or ENGL 0310 & READ 0310			130	HSH 120/
51	P-DIRW 0310 or ENGL 0310 & READ 0310		P-CHEF 1301	CVTT	
		2301	P-CHEF 1301	1161	C-DSAF 1340
RCE	has a blancathoni or GED aranuale.	2302	P-CHEF 1301	1971	
52	P-DFTG 2419	design of		DAAC	
		CHEM		1380	P-DAAC 1364
RTS			P-DIRW 0310 or READ 0310	1381	P-DAAC 1380
	P-DIRW 0310 or ENGL 0310 & READ 0310		P-CHEM 1405		
	P-DIRW 0310 or ENGL 0310 & READ 0310	1411	P-MATH 1314, CHEM 1405 recommended	DIRW	
304	P-DIRW 0310 or ENGL 0310 & READ 0310	1412	P-CHEM 1411	0309	P-NCBW 0100 & NCBR 0200
	P-ARTS 1316		P-CHEM 1412	0310	P-DIRW 0309 or ENGL 0309 & READ 0
		2401		12000	
	P-ARTS 2316	2423	P-CHEM 1412	DFTG	
327	P-ARTS 2326	2425	P-CHEM 2423	1405	P-DFTG 1409
334	P-ARTS 2333	61111	(and an attendated entire placement text)	1409	P-BCIS 1405 or COSC 1401 or as
342	P-ARTS 2341	CHIN	(or departmental online placement test)	1400	a Corequisite with dept. approval
347	P-ARTS 2346	1412	P-CHIN 1411, with a C or higher	4400	[10명 - 17일 전 12일 중에서 보고 있는데 그래요 성능 [12] (12] (12] (12] (12] (12] (12] (12] (
	P-ARTS 2348	2311	P-CHIN 1412, with a C or higher	1433	P-DFTG 2419
349		2312	P-CHIN 2311, with a C or higher	2417	P-DFTG 1409
	P-ARTS 2356		Hall Haw Mon analogues collect of holy	2406	P-DFTG 1433 & DFTG 2440
367	P-ARTS 2366	CNBT		2419	P-DFTG 1409
010		1411	P-DFTG 2419	- 1 - 2 - 2	P-DFTG 2419
CIS	B BIBW 0000 BEAD 0000			2.4	P-DFTG 2419 ATES T989
405	P-DIRW 0309 or READ 0309	COMM	is indistingly as a second	2428	F-DI 10 2413
420	P- NCBM 0200 or MATH 0309 and BCIS 1405	1319	P-COMM 1318 or ARTS 2356	2430	P-DFTG 1409;C-DFTG 2419
	or COSC 1401 or COSC 1415	2326	P-COMM 2311	2440	P-DFTG 1409
431	P- NCBM 0200 or MATH 0309 and BCIS 1405	2020	1 COMMIT 2011	2445	P-DFTG 2423
101	or COSC 1401 or COSC 1415	COSC		2450	P-DFTG 1433
431	P-BCIS 1431or ITSE 1431	1401	P-DIRW 0309 or READ 0309	2400	810L 2420
431	F-DGIO 143101110E 1431	1415	P-DIRW 0309 or READ 0309	DRAI	M pree taga
BIOL				1310	P-DIRW 0309 or READ 0309
308	P-DIRW 0310 or READ 0310	1420	P-NCBM 0200 or MATH 0309, and BCIS 1405	1330	P-DIRW 0309 or READ 0309
1309	P-DIRW 0310 or READ 0310		or COSC 1401 or COSC 1415	- And Cl	
		1430	P-BCIS 1420 or 1431 or COSC 1420 or 1436	1341	P-DIRW 0309 or READ 0309
1406	P-DIRW 0310 or READ 0310	a Ray son	or 1437 or ITSE 1407 or 1422 or 1431	1351	P-DIRW 0309 or READ 0309
1407	P-DIRW 0310 or READ 0310	1436	P-NCBM 0200 or MATH 0309, and BCIS 1405	2331	P-DIRW 0309 or READ 0309
2306	P-DIRW 0310 or READ 0310	1400	or COSC 1401 or COSC 1415	2336	P-DIRW 0309 or READ 0309
2401	P-DIRW 0310 or READ 0310	4407			P-DIRW 0309 or ENGL 0309 & READ
	P-BIOL 2401	1437	P-NCBM 0200 or MATH 0309, and BCIS 1405	2361	
2402		in the state of	or COSC 1401 or COSC 1415	2362	
2420	P-BIOL 1406 or 1407 or 2401 or 2402	2315	P-COSC 1420, COSC 1437 or ITSE 1407	2366	P-DIRW 0309 or READ 0309
BMG	T	2420	P-COSC 1420 or 1437 or ITSE 1407	uni8	EKZ PAZ S
DINIG		2425	P-BCIS 1420 or 1431 or COSC 1420 or 1436	DSA	
	1 -DILVA 0000 OF ELAGE 0000	2420	or 1437 or ITSE 1407 or 1422 or 1431	1303	C-DSAE 1360
	approval	20 St 0814	나는 그렇게 하는 사람들은 이 없었다. 내용 내용하다 되는 경기 사용하다 가능하는 생활하다 되었다. 하는 것은 이 모든 것이다.	1360	C-DSAE 1303, 1318
	~oval	2436	P-BCIS 1420 or 1431 or COSC 1420 or 1436		P-DSAE 2437; C-DSAE 2462
		O COME	or 1437 or ITSE 1407 or 1422 or 1431		
		ODT	The Black Magazania comprehensative and a	2361	
The same of the sa		CRTF		Section 1997	P-DSAE 1303; C-DSAE 2361
		1207		2437	P-DSAE 2404; C-DSAE 2461
		1302	P-DIRW 0310 or ENGL 0310 & READ 0310	2461	P-DSAE 2361; C-DSAE 2437
6.		1308	P-CRTR 1314, 1406	2462	
		/2		2402	1 80/12 2101, 0 80/12 2000
				DSV	Т
		346		1300	
7.	A. S.	1357			영화가 있다면 내 전 사람들은 발표를 하면 하는데 하는 것이 있다면 하다고
	Ctur	1359		1360	
8.	Stuc	1404		233	
		1406		236	1 P-DSVT 1360; C-DSVT 2430
	The state of the s	1400		241	8 P-DSVT 1300; C-DSVT 2461
			and CRTR 1404	243	
		2236			
		2306	P-DIRW 0310 or ENGL 0310 & READ 0310,	246	
			and CRTR 1404	246	2 P-DSVT 2461; C-DSVT 2335
		2311	and CRTR 1404 P-DIRW 0310 or ENGL 0310 & READ 0310,	246	2 P-DSV1 2461; C-DSV1 2333

and CRTR 1312

141 231 231

230

Pre and Co Requisites

"P" indicates courses which must have been passed prior to enrollment in the selected course. In the case of DIRW 0309 or MATH 0310, the student must have passed at least the 0309 level course or must have passed the 0309 level on the TSI or an alternate test.

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

ACCT		CHEF		2312	P-CRTR 2401'& CRTR 1308
		1291	P-DIRW 0310 or READ 0310	No.	P-CRTR 1314, CRTR 1404
2302	P-ACCT 2301				
ACNT		1301	P-DIRW 0310 or READ 0310,and C-CHEF1305	2331	
1311	P-ACNT 1303	1302	P-CHEF 1301	2333	P-CRTR 1346
1311	F-ACINI 1303	1305	C-CHEF 1301	2380	P-CRTR 1314, CRTR 2311
ANTH		1310	P-CHEF 1301	2381	P-CRTR 2403, 1314
2301	P-DIRW 0310 or ENGL 0310 & READ 0310	1341	P-CHEF 1301	2401	P-CRTR 1406
		1345	P-CHEF 1301	2403	P-CRTR 2401
2302	P-DIRW 0310 or ENGL 0310 & READ 0310				
2346	P-DIRW 0310 or ENGL 0310 & READ 0310	1364	P-CHEF 1301	2435	P-CRTR 2403
2351	P-DIRW 0310 or ENGL 0310 & READ 0310	1365	P-CHEF 1301	CVTT	
		2301	P-CHEF 1301	d Sal	C DCAE 1240
ARCE		2302	P-CHEF 1301	1161	C-DSAE 1340
1452	P-DFTG 2419	declaration.		DAAC	
ADTO		CHEM		1380	P-DAAC 1364
ARTS	make application to the restrictory water	1405	P-DIRW 0310 or READ 0310		
1301	P-DIRW 0310 or ENGL 0310 & READ 0310	1407	P-CHEM 1405	1381	P-DAAC 1380
1303	P-DIRW 0310 or ENGL 0310 & READ 0310	1411	P-MATH 1314, CHEM 1405 recommended	DIRW	
1304	P-DIRW 0310 or ENGL 0310 & READ 0310			0309	P-NCBW 0100 & NCBR 0200
1317	P-ARTS 1316	1412	P-CHEM 1411	0 0 0 0 0 0	
		2401	P-CHEM 1412	0310	P-DIRW 0309 or ENGL 0309 & READ 0
2317		2423	P-CHEM 1412	DFTG	
2327	P-ARTS 2326	2425	P-CHEM 2423	10171	
2334	P-ARTS 2333		DOS TO DOT TOSE ADDRESSANT MARKET VARIA	1405	P-DFTG 1409
2342	P-ARTS 2341	CHIN	(or departmental online placement test)	1409	P-BCIS 1405 or COSC 1401 or as
2347		1412	P-CHIN 1411, with a C or higher	BW.	a Corequisite with dept. approval
		2311	P-CHIN 1412, with a C or higher	1433	P-DFTG 2419
2349	P-ARTS 2348	1 2017 2018	젊물하셨다. 마루는 다루에 열차가 있다면 하였다는 걸리라고 하는 아래지를 하는 없는 하나야 하	2417	P-DFTG 1409
2357	P-ARTS 2356	2312	P-CHIN 2311, with a C or higher	the state of the s	P-DFTG 1433 & DFTG 2440
2367	P-ARTS 2366	CNBT		2406	
		The second second		2419	P-DFTG 1409
BCIS		1411	P-DFTG 2419 applications to year on	2423	P-DFTG 2419
1405	P-DIRW 0309 or READ 0309	COM	Aanicel Ventilation II	2428	P-DFTG 2419
1420	P- NCBM 0200 or MATH 0309 and BCIS 1405			2430	P-DFTG 1409;C-DFTG 2419
	or COSC 1401 or COSC 1415	1319	P-COMM 1318 or ARTS 2356		
1431	P- NCBM 0200 or MATH 0309 and BCIS 1405	2326	P-COMM 2311	2440	P-DFTG 1409
1431		0000	canoniction and/or substance of each restrict	2445	P-DFTG 2423
	or COSC 1401 or COSC 1415	cosc		2450	P-DFTG 1433
2431	P-BCIS 1431or ITSE 1431	1401	P-DIRW 0309 or READ 0309	a MA	\$10L 2429
BIOL		1415	P-DIRW 0309 or READ 0309	DRAN	RSPT 2239
	D DIDW 0240 DEAD 0240	1420	P-NCBM 0200 or MATH 0309, and BCIS 1405	1310	P-DIRW 0309 or READ 0309
1308	P-DIRW 0310 or READ 0310		or COSC 1401 or COSC 1415	1330	P-DIRW 0309 or READ 0309
1309	P-DIRW 0310 or READ 0310	1430	P-BCIS 1420 or 1431 or COSC 1420 or 1436	1341	P-DIRW 0309 or READ 0309
1406	P-DIRW 0310 or READ 0310	1430			
1407	P-DIRW 0310 or READ 0310	- 100	or 1437 or ITSE 1407 or 1422 or 1431	1351	P-DIRW 0309 or READ 0309
2306	P-DIRW 0310 or READ 0310	1436	P-NCBM 0200 or MATH 0309, and BCIS 1405	2331	P-DIRW 0309 or READ 0309
			or COSC 1401 or COSC 1415	2336	P-DIRW 0309 or READ 0309
2401	P-DIRW 0310 or READ 0310	1437	P-NCBM 0200 or MATH 0309, and BCIS 1405	2361	P-DIRW 0309 or ENGL 0309 & READ (
2402	P-BIOL 2401	Curricula	or COSC 1401 or COSC 1415		P-DIRW 0309 or ENGL 0309 & READ (
2420	P-BIOL 1406 or 1407 or 2401 or 2402	2215	P-COSC 1420, COSC 1437 or ITSE 1407	2362	
	statistical cále sindouts au conce da un	Charles and the control of		2366	P-DIRW 0309 or READ 0309
BMG'			P-COSC 1420 or 1437 or ITSE 1407	DSAE	1012 1707
15	P-DIRW 0309 or ENGL 0309	2425	P-BCIS 1420 or 1431 or COSC 1420 or 1436	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
	ેnt. approval	The state of the s	or 1437 or ITSE 1407 or 1422 or 1431	N 1985	C-DSAE 1360
	nval	2436	P-BCIS 1420 or 1431 or COSC 1420 or 1436	1360	
	The residence of Clinia respectatory care of	r acade	or 1437 or ITSE 1407 or 1422 or 1431	2335	P-DSAE 2437; C-DSAE 2462
		e na Washin	01 1707 01 1102 1707 01 1922 01 1901	2361	P-DSAE 1360; C-DSAE 2404
The same of	The second secon	CRTR	the state of the s	2404	
	200 Sept 200 Date (200 Dat	1207	P-CRTR 1404	ed her depleted sitter	
		A Part Portage Contract	P-DIRW 0310 or ENGL 0310 & READ 0310	2437	
ò.			P-CRTR 1314, 1406	2461	
1				2462	P-DSAE 2461; C-DSAE 2335
1			P-DIRW 0310 or ENGL 0310 & READ 0310	DOLG	to contribute the recent the secondary
	A CONTRACTOR OF THE PARTY OF TH	346	P-CRTR 2401	DSVT	
7.	A.	1357	P-CRTR 1404	1300	C-DSVT 1360, DSAE 1318
		1359		1360	C- DSVT 1300
8.	Stuc			2335	
	A STATE OF THE PROPERTY OF THE CHARGE	/	P-DIRW 0310 or ENGL 0310 & READ 0310	2361	
		1406	P-DIRW 0310 or ENGL 0310 & READ 0310,		
			and CRTR 1404	2418	
		2236	P-CRTR 2401	2430	P-DSVT 1300; C-DSVT 2361
	The same of the sa	2306		2461	P-DSVT 2361; C-DSVT 2418
	~ /. ·	2500		2462	
•			and CRTR 1404	2702	. 501. 2.01, 0 5011 2000
		2311	P-DIRW 0310 or ENGL 0310 & READ 0310,		

2311 2312

2306 P.DRW 0310 of EMGL 0310 & READ 9 NOOS	HAMG	1353 P-DIRW 0309 or ENGL 0309 & READ 0309
2301 P-DIRW 0310 or ENGL 0310 & READ 0310	1321 P-DIRW 0310 or READ 0310	1355 P-DIRW 0309 or ENGL 0309 & READ 0309
2302 P-DIRW 0310 or ENGL 0310 & READ 0310	1324 P-DIRW 0310 or READ 0310	1380 P-DIRW 0309 or ENGL 0309 & READ 0309
EDUC	Alarmate a second	2303 P-DIRW 0309 or ENGL 0309 & READ 0309
	HECO	2311 P-DIRW 0309 or ENGL 0309 & READ 0309
1301 P-DIRW 0310 or ENGL 0310 & READ 0310	1322 P-BIOL 2401	The second secon
2301 P-EDUC 1301	HIST	- 11 1000 S. E. 102 0000 & 11E/1D 0000
EMSP		2381 P-DIRW 0309 or ENGL 0309 & READ 0309
1160 C-EMSP 1501		MATH
1501 C-EMSP 1160	- 11 11 11 11 11 11 11 11 11 11 11 11 11	0310 P-NCBM 0200 or MATH 0309 or required score
All courses require departmental approval.	2301 P-DIRW 0310 or ENGL 0310 & READ 0310	on placement test.
7 iii oodi sees require departmentar approvar.	2311 P-DIRW 0310 or ENGL 0310 & READ 0310	0311 P-NCBM 0200 or MATH 0309 or required score
ENDT	2312 P-DIRW 0310 or ENGL 0310 & READ 0310	on placement test, DIRW 0310 or READ 0310
1463 P-ENDT 1345, ENDT 1350;	2321 P-DIRW 0310 or ENGL 0310 & READ 0310	or TSI standard.
C-ENDT 2320	2322 P-DIRW 0310 or ENGL 0310 & READ 0310	0312 P-MATH 0310 or required score on placement
2210 P-ENDT 1345, ENDT 1350	HUMA	test.
2215 P-ENDT 1345, ENDT 1350	1301 P-DIRW 0310 or ENGL 0310 & READ 0310	1314 P-MATH 0312, and DIRW 0310 or READ 0310
2320 P-ENDT 1345, ENDT 1350		with a C or better or the TSI standard.
2425 P-ENDT 1463; C-ENDT 2463	1302 P-DIRW 0310 or ENGL 0310 & READ 0310	1324 P-MATH 1314
2463 P-ENDT 1463; C-ENDT 2425	IFWA	AND TOTAL PROPERTY AND ALLEY
	1217 P-DIRW 0310 or READ 0310	1325 P-MATH 1314 or 1324
2561 P-ENDT 1463, ENDT 2463	1318 P-DIRW 0310 or READ 0310	1332 P-MATH 0312 or 0311, and DIRW 0310 or
All others require dept. approval.	(3 course) - Mai agaa wan e gaa	READ 0310 with a C or better or the TSI
ENGL	IMED	standard.
	2415 P-DIRW 0309 or READ 0309	1333 P-MATH 0310 or MATH 0311, and DIRW 0310
1301 P-DIRW 0310 or ENGL 0310 & READ 0310		or READ 0310 w/a C or better or TSI standard.
1302 P-ENGL 1301	ITMT	1342 P-MATH 0312 or 0311
2307 P-ENGL 1302	1340 P-ITMT 1302	1350 P-MATH 1314
2311 P-ENGL 1301	2301 P-ITMT 1340	1351 P-MATH 1314 or 1350
2322 P-ENGL 1302	2302 P-ITMT 1340	2318 P-MATH 2413 or Departmental approval
2323 P-ENGL 1302	2322 P-ITMT 2301 or ITMT 2302	2320 P-MATH 2414 or Departmental approval
2327 P-ENGL 1302	2340 P-ITMT 1340	2412 P-MATH 1314 or Departmental approval
2328 P-ENGL 1302	2346 P-ITMT 1340 1 10 0 10 10 10 14 14 14 15 14 15 16 16 16 16 16 16 16 16 16 16 16 16 16	
2332 P-ENGL 1302	2351 P-ITMT 2301 or ITMT 2302	
	2001 1 11W1 2001 01 11W1 2002	2414 P-MATH 2413
2333 P-ENGL 1302	ITNW	2415 P-MATH 2414
ENGR	1313 P-ITMT 1340	MRKG
1201 - P-MATH1314 or equivalent academic	1325 P-ITNW 1358	1301 P-MRKG 1311
preparation	2321 P-ITMT 1340	1301 1 - WICKG 1311
	THE TARK THE PROPERTY OF THE P	MUSI
ENTC	ITSC	1211 P-DIRW 0310 or READ 0310;
1423 P-TECM 1317	1419 P-DIRW 0309 or READ 0309	and C-MUSI 1216
FREN (or departmental apline planes at the th	ITSE	1212 P-DIRW 0310 or READ 0310, and MUSI 1211;
FREN (or departmental online placement test)		and C-MUSI 1217
1412 P-FREN 1411, with a C or higher	1407 P-NCBM 0200 or MATH 0309 and BCIS 1405	1216 C-MUSI 1211
2311 P-FREN 1412, with a C or higher	or COSC 1401 or COSC 1415	
2312 P-FREN 2311, with a C or higher	1422 P- NCBM 0200 or MATH 0309, BCIS 1405, or	13,0 11301 1212
GAME	COSC 1401 or COSC 1415	1301 P-DIRW 0309 or READ 0309
	1431 P- NCBM 0200 or MATH 0309 and BCIS 1405	1306 P-DIRW 0309 or READ 0309,
1436 P-NCBM 0200 or MATH 0309	or COSC 1401 or COSC 1415	1308 P-DIRW 0310 or ENGL 0310 & READ 0310
2409 P-GAME 1436	1445 P-ITSE 2409	1309 P-DIRW 0310 or ENGL 0310 & READ 0310
GEOG	1491 P-NCBM 0200 or MATH 0309 and BCIS 1405	1310 P-DIRW 0309 or READ 0309
	or COSC 1401 or COSC 1415	2211 P-MUSI 1212; C-MUSI 2216
1301 P-DIRW 0310 or ENGL 0310 & READ 0310	2387 P-Three courses required from the following 5	2212 P-MUSI 2211; C-MUSI 2217
1302 P-DIRW 0310 or ENGL 0310 & READ 0310	groups:	2216 P-MUSI 1217; C-MUSI 2211
1303 P-DIRW 0310 or ENGL 0310 & READ 0310	(BCIS 1420 or COSC 1436 or ITSE 1422) or	2217 P-MUSI 2216; C-MUSI 2212
	(BCIS 1431 or ITSE 1431) or (COSC 1420 or	
GEOL	1437 or ITSE 1407) or (COSC 1430 or 2436 or	PHED
1301 P-DIRW 0310 or READ 0310	ITSE 2417) or (IMED 2415 or ITSE 2402)	1306 P-DIRW 0309 or READ 0309
1303 P-DIRW 0310 or READ 0310	2402 P-DIRW 0309 or READ 0309	1338 P-DIRW 0309 or READ 0309
1401 P-DIRW 0310 or READ 0310	2409 P-DIRW 0309 or READ 0309	
1403 P-DIRW 0310 or READ 0310		PHIL
1404 P-DIRW 0310 or READ 0310		1301 P-DIRW 0310 or ENGL 0310 & READ 0310
1405 P-DIRW 0310 or READ 0310	2417 P-BCIS 1420 or 1431 or COSC 1420 or 1436 or	1304 P-DIRW 0310 or ENGL 0310 & READ 0310
1445 P-DIRW 0310 or READ 0310, and MATH 0312	1437 or ITSE 1407 or 1422 or 1431	2303 P-DIRW 0310 or ENGL 0310 & READ 0310
1447 P-DIRW 0310 or READ 0310, and MATH 0312	2449 P-BCIS 1431 or ITSE 1431	2306 P-DIRW 0310 or ENGL 0310 & READ 0310
1 - DIKW 0310 OF READ 0310, and MATH 0312	ITSW	
GERM (or departmental online placement test)		PHRA
1412 P-GERM 1411, with a C or higher	1404 P-DIRW 0309 or READ 0309	2362 P-PHRA 1313
2311 P-GERM 1412, with a C or higher	ITSY	PHYS
2312 P-GERM 2311, with a C or higher	1342 P-ITMT 2301 or ITMT 2302	
	CRA1 0165 5160	1301 P-MATH 0312, and DIRW 0310 or READ 0310
Student Day	LGLA O Vinumino Community College	1401 P-MATH 2412 or Departmental Approval, and
2305 P-DIRW 0310 or ENGL 0310 & READ 0310	1301 P-DIRW 0310 or ENGL 0310 & READ 0310	DIRW 0310 or READ 0310
2006 P-DIRW 0310 or ENGL 0310 & READ 0310	1311 P-DIRW 0309 or ENGL 0309 & READ 0309	1402 P-PHYS 1401
310 00 10 01 ENGL 00 10 & READ 03 10	1342 P-DIRW 0309 or ENGL 0309 & READ 0309	2425 P-DIRW 0310 or READ 0310, and MATH 2413
way is the mulac level integral of Guading	1344 P-DIRW 0309 or ENGL 0309 & READ 0309	2426 P-PHYS 2425, and DIRW 0310 or READ 0310
I want tourse, it combined the teaching of	1351 P-DIRW 0309 or ENGL 0309 & READ 0309	
	. 201 1 DILVA 0009 OF ENGL 0309 & KEAD 0309	

PMHS	
1381	P-DAAC 1380
2380	P-DAAC 1381
POFI	
1449	P-POFI 1301 or POFI 1401 or departmental
	approval
2301	P-POFI 1301 or POFI 1401
POFM	
1317	Computer Literacy required
POFT	
2401	P-POFT 1429
PSGT	
1260	P-PSGT 1400
1291	P-PSGT 2411
2205	P-PSGT 1400
2250	P-PSGT 2411
2411	P-PSGT 1400
2660	P-PSGT 1260; C-PSGT-2411
2661	P-PSGT 2660
All oth	er courses require dept. approval.
PSTR	
1301	C-CHEF 1301
PSYC	
1300	P-NCBR 0200 and NCBW 0100
2301	P-DIRW 0310 or ENGL 0310 & READ 0310
2302	P-DIRW 0310 or ENGL 0310 & READ 0310
2306	P-DIRW 0310 or ENGL 0310 & READ 0310
2307	P-DIRW 0310 or ENGL 0310 & READ 0310
2308	P-DIRW 0310 or ENGL 0310 & READ 0310
2314	P-DIRW 0310 or ENGL 0310 & READ 0310
2315	P-DIRW 0310 or ENGL 0310 & READ 0310
2316	P-DIRW 0310 or ENGL 0310 & READ 0310
2317	P-PSYC 2301, MATH 0311 or MATH 0312
2319	P-DIRW 0310 or ENGL 0310 & READ 0310 P-DIRW 0310 or ENGL 0310 & READ 0310
2389	P-DIKW 0310 OF ENGL 0310 & READ 0310

PTAC		
1410	P-PTAC 1302	
1454	P-PTAC 2420	
2420	P-PTAC 1410	
2436	P-PTAC 1332	
2438	P-PTAC 1332, PTAC 2420	
2446	P-PTAC 2420	
RNSG		
1108	P-MATH 0310 or MATH 0311	
		am
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13000		
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2306	P-DIRW 0310 or ENGL 0310 & READ 0310
2319	P-DIRW 0310 or ENGL 0310 & READ 0310
2326	P-DIRW 0310 or ENGL 0310 & READ 0310
2336	P-DIRW 0310 or ENGL 0310 & READ 0310
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2389	P-DIRW 0310 or ENGL 0310 & READ 0310
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1412	P-SPAN 1411 with a C or higher
2289	Departmental approval.
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2311	P-SPAN 1412 with a C or higher
2312	P-SPAN 2311 with a C or higher
2313	Departmental approval.
2315	Departmental approval.
SPCH	
1315	P-DIRW 0310 or READ 0310
1318	P-DIRW 0310 or ENGL 0310 & READ 0310
1321	P-DIRW 0310 or READ 0310
2335	P-DIRW 0310 or READ 0310
2341	P-DIRW 0310 or READ 0310
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1303	P – DIRW 0310 or ENGL 0310 & READ 0310
1311	P – DIRW 0310 or ENGL 0310 & READ 0310
1318	P – DIRW 0310 or ENGL 0310 & READ 0310

1354 P – DIRW 0310 or ENGL 0310 & READ 0310 TECM

1317 P-MATH 1314

VNSG

All courses require departmental approval.



ACC students participated in Texas Community College Student Day in Austin, Texas. They met and spoke with State Representative, Ed Thompson (pictured bottom right).

Course Descriptions

Academic Foundations

Lynda Vern, Department Chairperson Elizabeth Hall

NOTE: Non-Course-Based sections, NCBR 0200 and NCBW 0100, are offered for students who test below the developmental education cutoff level in Reading and/or English. These options offer students small group or individualized help with developing Reading and Writing skills. Upon successful completion of these classes, students may register for the appropriate DIRW class. Students who are not required to take Non-Course-Based classes may elect to take them to improve their Reading and Writing skills.

NCBR 0200 Non-Course-Based Reading (2 credits)

NCBR 0200 focuses on the development of reading and higher order thinking skills necessary for college readiness. In small group settings, students read, discuss, and write about a central text as they also learn correct grammatical structures and expand their knowledge of Edited American English.

(1.5 lecture and .5 lab hours per week) [CB32.0108.6112]

NCBW 0100 Non-Course-Based Writing

In small-group or individual settings, NCBW 0100 develops fundamental writing skills such as idea generation, drafting, organization, and revision. Writing style and the utilization of Edited American English is emphasized as students write text to prepare them for writing in future college courses. [I lecture hour per week] [CB32.0108.6212]

NOTE: Developmental Integrated Reading and Writing skills are taught in DIRW 0309 and DIRW 1310. These courses benefit students needing additional preparation for college-level work and those desiring only to improve their reading and writing abilities. One or all of the courses may be required by state law or by the ACC Developmental Education Plan for students whose scores on

DIRW 0309

Developmental Integrated Reading & Writing I

placement tests fall below established cutoff levels.

DRW 0309 is an introductory course designed by prepare students for success in completing reading and writing assignments in college classes. Therefore, this course emphasizes critical reading and academic writing skills by integrating the reaching of the two disciplines. (3 lecture and 1 below per week). Prerequisite: NCBW 0100 & NCBR 0200. [CB32.0108.5912]

DIRW 0310

Developmental Integrated Reading & Writing II (G credits)

DRW 0310 is the higher level Integrated Reading and Writing course. It combines the teaching of

reading and writing skills that students need to perform effectively in college courses. The focus of the course is on the ability to read college-level material critically and to develop writing skills appropriate for written assignments in college classes. (3 lecture and 1 lab hour per week). Prerequisite: DIRW 0309 or ENGL 0309 & READ 0309. [CB32.0108.5912]

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: ACCT 2301. [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

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: DIRW 0310 or ENGL 0310 & READ 0310. [CB45.0301.5125]

ANTH 2302 (a case) (a case) (a 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: DIRW 0310 or ENGL 0310 & READ 0310. [CB45.0301.5125]

ANTH 2346 General Anthropology (3credits)

This course follows the 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: DIRW 0310 or ENGL 0310 & READ 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: DIRW 0310 or ENGL 0310 & READ 0310. [CB45.0201.5325]

Arts

Dennis LaValley, Department Chairperson Carlos Ordonez

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: DIRW 0310 or ENGL 0310 & 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 prehistoric times through the medieval period. (3 lecture hours per week). Prerequisites: DIRW 0310 or ENGL 0310 & 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 the medieval period to contemporary art. (3 lecture hours per week). Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CB50.0703,5226]

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 lincol 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 inclusion of serigraphy and lithography, addition to scheduled class hours, students should arrange three additional hours per week to worker projects. Prerequisite: ARTS 2333 (3 lecture & lab hours per week) [CB50.0710.5126]

ARTS 2341 Jewelry & Arts Metal I (3 credits)

This course explores various methods of methods and the principles of two and three dimensional designare given careful consideration. The history are contemporary trends of art metals are examined. lecture & 3 lab hours per week) [CB50.0713.5128]

ARTS 2342 Jewelry & Arts Metal II (3 credits)

This course is a continuation of Art Metals It explores metal fabrication, jewelry makin history and contemporary trends. Prerequist ARTS 2341. (3 lecture & 3 lab hours per weel [CB50.0713.5126]

ARTS 2346 Ceramics I (3 credits)

This course includes an introduction to habuilding processes and glaze application. Studen learn to use the potter's wheel with emphasis individual expression. In addition to scheduled the hours, students should arrange three addition 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 har building and wheel thrown objects. Students for the techniques of section pottery throwing, addition to glaze application and kiln firing, Ray pottery will be introduced. Students should arrang at least three additional hours per week. (3 ledu & 3 lab hours per week) Prerequisite: ARTS 234 [CB50.0711.5126]ARTS 2348

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)

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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

BIOL1308 Biology for Non-Science Majors I (3 credits)

Provides a survey of biological principles with an emphasis on humans, including chemistry of live, cells, structure, function and reproduction. (3 lecture hours per week). Prerequisite: DIRW 0310 or READ 0310. [CB26.0101.5103]

BIOL1309 Biology for Non-Science Majors II (3 credits)

This course will provide a survey of biological principles with an emphasis on evolution, ecology, plant and animal diversity, and physiology. (3 lecture hours per week). Prerequisite: DIRW 0310 or READ 0310. [CB26.0101.5103]

BIOL1406 Biology for Majors I (4 credits)

Fundamental principles for living organisms will be studied, including physical and chemical properties for life, organization, function, evolutionary adaptation, and classification. Concepts of cytology, reproduction, genetics, and scientific reasoning are included. (3 lecture and 3 lab hours per week). Prerequisite: DIRW 0310 or READ 0310. [CB26.0101.5103]

BIOL 1407 Biology for Majors II (4 credits)

The diversity and classification of life will be studied. Including animals, plants, protists, fungi, and prokaryotes. Special emphasis will be given to anatomy, physiology, ecology, and evolution of plants and animals. (3 lecture and 3 laboratory hours per week). Prerequisite: DIRW 0310 or READ 0310. [CB26.0101.5103]

BIOL 2306 Environmental Biology (3 credits)

Principles of environmental systems and ecology, including biogeochemical cycles, energy transformations, abiotic interactions, symbiotic relationships, natural resources and their management, lifestyle analysis, evolutionary trends, hazards and risks, and approaches to ecological research. (3 lecture hours per week). Prerequisite: DIRW 0310 or READ 0310 [CB03.0103.5101]

BIOL 2401 Anatomy and Physiology I (4 credits)

Study of the structure and function of human anatomy, including the neuroendocrine, integumentary, musculoskeletal, digestive, digestive, urinary, reproductive, respiratory, and circulatory systems. Content may be integrated or specialized. (3 lecture and 3 lab hours per week). Prerequisite: DIRW 0310 or READ 0310. [CB26.0707.5103]

BIOL 2402 Anatomy and Physiology II (4 credits)

Study of the structure and function of human anatomy, including the neuroendocrine, integumentary, musculoskeletal, digestive, digestive, urinary, reproductive, respiratory, and circulatory systems. Content may be integrated or specialized. (3 lecture and 3 lab 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 lab hours per week). Prerequisites: Either BIOL1406 or BIOL 1407, or BIOL 2401, or BIOL 2402. [CB26.0503.5103]

2013-14

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 law. (3 lecture hours per week). [CB22.0101.5124]

Chemistry -

Dora Devery, Department Chairperson Betty Graef, Esther Kempen

CHEM 1405 Introductory Chemistry I (4 credits)

Survey course introducing chemistry. Topics may include inorganic, organic, biochemistry, food/physiological chemistry, and environmental/consumer chemistry. Designed for non-science and allied health students. (3 lecture and 3 laboratory hours per week). Prerequisite: DIRW 0310 or READ 0310. [CB40.0501.5103]

CHEM 1407 Introductory Chemistry II (4 credits)

Survey course introducing chemistry. Topics may include inorganic, organic, biochemistry, food/physiological chemistry, and environmental/consumer chemistry. Designed for non-science and allied health students. (3 lecture and 3 laboratory hours per week). Prerequisite: CHEM 1405. [CB40.0501.5103]

CHEM 1411 General Chemistry I (4 credits)

Fundamental principles of chemistry for majors in the sciences, health sciences, and engineering; topics include measurements, fundamental properties of matter, states of matter, chemical reactions, chemical stoichiometry, periodicity of elemental properties, atomic structure, chemical bonding, molecular structure, solutions, properties of gases and an introduction to thermodynamics and descriptive chemistry. It is recommended to have had previous coursework in chemistry within the last five years; at least high schol chemistry or CHEM 1405. (3 lecture and 3 laboratory hours per week). Prerequisites: MATH 1314. [CB40.0501,5403]

CHEM 1412 General Chemistry II (4 credits)

Chemical equilibrium; phase diagrams and spectrometry; acid-base concepts; thermodynamics; kinetics; electrochemistry; nuclear chemistry; an introduction to organic chemistry and descriptive inorganic chemistry. Prerequisite: CHEM 1411. (3 lecture and 3 lab hours per week) [CB40.0501.5703]

CHEM 2423 Organic Chemistry I (4 credits)

Study of the properties and behavior of hydrocarbon compounds and their derivatives. Designed for students in science or pre-professional programs. 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 3 laboratory hours per week). Prerequisite: CHEM 1412. [CB40.0504.5203]

CHEM 2425 Organic Chemistry II (4 credits)

Study of the properties and behavior of hydrocarbon compounds and their derivatives. Designed for students in science or pre-professional programs. 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 3 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). Prerequisite: DIRW 0310 or READ 0310. [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). Prerequisite: DIRW 0310 or READ 0310. [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). Prerequisite: DIRW 0310 or ENGL 0310 & READ 0310. [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). Prerequisite: DIRW 0310 or ENGL 0310 & READ 0310. [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). Prerequisite: DIRW 0310 or ENGL 0310 & READ 0310. [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). Prerequisite: DIRW 0310 or ENGL 0310 & READ 0310. [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). Prerequisite: DIRW 0310 or ENGL 0310 & READ 0310. [CIP19.0709]

CDEC 1384 Cooperative Ed. In Child Development I

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: DIRW 0310 or ENGL 0310 & READ 0310 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). Prerequisite: DIRW 0310 or ENGL 0310 & READ 0310. [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: DIRW 0310 or ENGL 0310 & READ 0310. [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: DIRW 0310 or ENGL 0310 & READ 0310. [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: DIRW 0310 or ENGL 0310, CDEC 1384. [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: DIRW 0310 or ENGL 0310 & READ 0310. [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: DIRW 0310 or ENGL 0310 & READ 0310 [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; course content should be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards; and includes 16 hours of field-experience activities in P-12 schools. (3 lecture and 1 lab hour per week) Prerequisite: DIRW 0310 or 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; should be aligned as applicable with State Board for Educator Certification Pedagogy, and Prefessional Responsibilities standards; and includes 16 hours of field-based activities, which must be with special populations in P-12 schools. (3 lecture hours per week). Prerequisite: EDUC 1301. [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; course content is aligned as applicable with State Board for Educator Certification Pedagogy and Prefessional Responsibilities standards. 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: DIRW 0310 or ENGL 0310 & READ 0310. [CB13.0101.5209]

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; course content is aligned as applicable with State Board for Educator Certification Pedagogy and Prefessional Responsibilities standards. 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: DIRW 0310 or ENGL 0310 & READ 0310. [CB13.1202.5109]

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; course content is aligned as applicable with State Board for Educator Certification Pedagogy and Prefessional Responsibilities standards. 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: DIRW 0310 or ENGL 0310 & READ 0310. [CB13.01015309]

TECA 1354 Child Growth and Development (3 credits)

A study of the physical, emotional, social, and cognitive factors impacting growth and development of children through adolescence. (3 lecture hours per week). Corequisite: DIRW 0310 or ENGL 0310 & READ 0310. [CB13.1202.5209]

Chinese

Amalia D. Parra, Department Chairperson

CHIN 1411 Beginning Chinese I (4 credits)

This course provides fundamental skills in listening comprehension, speaking, reading, and writing. It 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)

This course provides fundamental skills in listening comprehension, speaking, reading, and writing. It includes basic vocabulary, grammatical structures, and culture. (3 lecture & 2 lab hours per week) Prerequisite: CHIN 1411 with grade C or higher or departmental online placement test. [CB 16.0301.5113]

CHIN 2311 Intermediate Chinese I (3 credits)

This course provides a review and application

of skills in listening comprehension, speaking, reading, and writing. It emphasizes conversation, vocabulary acquisition, reading, composition, and culture. (3 lecture & 1 lab hour per week) Prerequisite: CHIN 1412 with grade C or higher or departmental online placement test.

[CB 16.0301.5213]

CHIN 2312 Intermediate Chinese II (3 credits)

This couurse provides a review and application of skills in listening comprehension, speaking, reading, and writing. It emphasizes conversation, vocabulary acquisition, reading, composition, and culture. (3 lecture & 1 lab hour per week) Prerequisite: CHIN 2311 with grade C or higher or departmental online placement test. [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 1319 Photography II 3 credits (Cross-listed as ARTS 2357)

This course extends the students' knowledge of technique and guides them in developing personal outlooks toward specific applications of the photographic process and an introduction to DSLR technology in video applications. Photographic equipment provided. (2 lecture and 4 lab hours per week). Prerequisite: COMM 1318 or ARTS 2356. [CIP 50.0605.5226]

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 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 1150

Radio Experience I

(1 credit)

Laboratory experience in radio operation and announcing by broadcasting on a radio station. (4 lab hours per week). [CIP 09.0701]

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 2250

Radio Experience II

(2 credits)

Advanced laboratory experience in radio operation and announcing by broadcasting on a radio station. (4 lab hours per week). [CIP 09.0701]

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 Cathy LeBouef, Richard Melvin

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

In the <u>BCIS 1405 or COSC 1401, Internet course</u>, 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 course have access to the computer laboratories when space is available.

In <u>internet programming</u> 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 programming course have access to the laboratories when space is available.

BCIS 1405 Business Computer Applications (4 credits)

Computer terminology, hardware, software, operating systems, and information systems relating to the business environment. The main focus of this course is on business applications of software, including word processing, spreadsheets, databases, presentation graphics, and business-oriented utilization of the Internet. (3 lecture and 3 lab hours per week). Prerequisite: DIRW 0309 or READ 0309. [CIP 11.0202.5404]

BCIS 1420 Introductory C Programming (4 credits)

Introduces the fundamental concepts of structured programming in the "C" language. Topics include data types; control structures; functions, structures, arrays, pointers, pointer arithmetic, unions, and files; the mechanics of running, testing, and debugging programs; introduction to programming; and introduction to the historical and social context of computing. (3 lecture and 3 lab hours per week). Prerequisite: NCBM 0200 or MATH 0309. Corequisite: BCIS 1405 or COSC 1401 or COSC 1415. [CIP 11.0202.5204]

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: NCBM 0200 or MATH 0309. Corequisite: BCIS 1405 or COSC 1401 or COSC 1415. [CIP 11.0202.5404]

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: BCIS 1431 or ITSE 1431. [CIP 11.0202.5304]

COSC 1401 Microcomputer Applications (4 credits)

Overview of computer systems—hardware, operating systems, and microcomputer application software, including the Internet, word processing, spreadsheets, presentation graphics, and databases. Current issues such as the effect of computers on society, and the history and use of computers in business, educational, and other modern settings are also studied. This course is not intended to count toward a sltudent's major field of study in business or computer science. (3 lecture and 3 lab hours per week). Prerequisite: DIRW 0309 or READ 0309. [CIP 11.0101.5107]

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 lab hours per week. Prerequisite: DIRW 0309 or READ 0309. [CIP 11.0201.5207]

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

Introduces the fundamental concepts of structured programming in the "C++" language. Topics include data types; control structures; functions, structures, arrays, pointers, pointer arithmetic, unions, and files; the mechanics of running, testing, and debugging programs; introduction to programming; and introduction to the historical and social context of computing. (3 lecture and 3 lab hours per week). Prerequisite: NCBM 0200 or MATH 0309, and BCIS 1405 or COSC 1401 or COSC 1415. [CIP 11.0201.5207]

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 lab hours per week). Prerequisite: BCIS 1420 or 1431, or COSC 1420 or 1436 or 1437 or ITSE 1407 or 1422 or 1431. [CIP 11.0201.5207]

COSC 1436

Programming Fundamentals I - C Programming (4 credits)

This course introduces the fundamental concepts of structured programming, and provides a comprehensive introduction to programming for computer science and technology majors. Topics include software development methodology, data types, control structures, functions, arrays, and the mechanics of running, testing, and debugging. This course assumes computer literacy. 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. (This course is included in the Field of Study Curriculum for Computer Science.) (3 lecture and 3 lab hours per week) Prerequisite: NCBM 0200 or MATH 0309. and BCIS 1405 or COSC 1401 or 1415. [CIP 11.0201.55071

COSC 1437 Programming Fundamentals II - C++ (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. (This course is included in the Field of Study Curriculum for Computer Science.) (3 lecture and 3 lab hours per week). Prerequisite: NCBM 0200 or MATH 0309, and BCIS 1405 or COSC 1401 or 1415. [CIP 11.0201.5607]

COSC 2315 Data Structures (3 credits)

Further applications of programming techniques. Topics may include file access methods, data structures and modular programming, program testing and documentation, and other topics not normally covered in an introductory computer programming course. (3 lecture hours per week). Prerequisite: COSC 1420 or COSC 1437 or ITSE 1407. [CIP 11.0201.5307]

COSC 2420 Advanced Computer Program

Advanced Computer Programming - C++ (4 credits)

Further applications of programming techniques in the "C++" programming language. Topics may include file access methods, data structures and modular programming, program testing and

documentation, and other topics not normally covered in an introductory computer programming course. (3 lecture and 3 lab hours per week). Prerequisite: COSC 1420 or 1437 or ITSE 1407. [CIP 11.0201.5307]

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 lab hours per week). Prerequisite: BCIS 1420 or 1431 or COSC 1420 or 1436 or 1437 or ITSE 1407 or 1422 or 1431. [CIP 11.0201.5407]

Programming Fundamentals III - JAVA

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. (3 lecture and 3 lab hours per week) Prerequisite: BCIS 1420 or 1431 or COSC 1420 or 1436 or 1437 or ITSE 1407 or 1422 or 1431. [CIP 11.0201.5707]

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]

GAME 1436 Introduction to 3-D Game Modeling (4 credits)

Architectural spaces and modeling in a real-time game editor. Includes techniques for building, texturing, and lighting a game level to function in real-time. (3 lecture and 3 lab hours per week) Prerequisite: NCBM 0200 or MATH 0309. [CIP 10.0304]

GAME 2409 Video Game Art II (4 credits)

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A study of industry-used, game-art techniques and its applications of game art assets. Utilizes tools and advanced techniques in the creation of assets for a game engine. 2D and 3D graphics, sound, and animation. Includes object-oriented design of games, discrete event simulation and state machines, management of game time, and game Graphical User Interface implementation. (3 lecture and 3 lab hours per week). Prerequisite: GAME 1436. [CIP 10.0304]

IMED 2415

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 lab hours per week) Prerequisite: DIRW 0309 or READ 0309 [CIP 11.0801]

ITMT 1302

Windows Seven Configuration

(3 credits)

A study of Windows Seven operating system; installation, configuration, and troubleshooting; management; users accounts permissions;security features; network connectivity; setup of external devices; optimization and customization; and deployment of application, with hand-on experience. (2 lecture and 2 lab hours per week). [CIP 11.0901]

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 & 2 lab hours per week). Prerequisite: ITMT 1302. [CIP 11.0901]

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. (2 lecture and 2 lab hours per week). Prerequisite ITMT 1340. [CIP 11.0901]

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 lab hours per week). Prerequisite ITMT 1340. [CIP 11.0901]

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 lab hours per week). Prerequisite ITMT 2301 or ITMT 1340. [CIP 11.0901]

ITMT 2340 Designing Security for Server 2003 Networks

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 reallife 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 1340. [CIP 11.0901]

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 lab hours per week). Prerequisite: ITMT 1340.[CIP 11.0901]

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 lecture & 2 lab hours per week). Prerequisite ITMT 2301 or ITMT 2302. [CIP 11.0901]

ITNW 1313 Computer Virtualization (3 credits)

Implement and support virtualization of clients of servers in a networked computing environment. This course explores installation, configuration, and management of computer virtualization workstation and servers. (2 lecture and 2 lab hours per week). Prerequisite ITMT 1340. [CIP 11.0901]

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 lab hours per week). Prerequisite: ITNW-1358. [CIP 11.1002]

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 & 2 lab hours per week) .[CIP 11.0901]

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

Web Design (4 credits)

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dynamic IP addressing; explain subnets and supernets; and use network management utilities to manage and troubleshoop IP networks. (2 lecture and 2 lab hours per week). Prerequisite: ITMT 1340. [CIP 11.0901]

ITSC 1305 Introduction to PC Operating Systems (3 credits)

Introduction to personal computer operating systems including installation, configuration, file management, memory and storage management, control of peripheral devices, and use of utilities. (2 lecture and 2 lab hours per week). [CIP 11.0101]

ITSC 1325 Personal Computer Hardware (3 credits)

Current personal computer hardware including assembly, upgrading, setup, configuration, and troubleshooting. (2 lecture and 2 lab hours per week) [CIP 47.0104]

ITSC 1419 Internet/Web Page Development (4 credits)

Instruction in the use of Internet concepts and the introduction to web page design and development. (3 lecture and 3 lab hours per week). Prerequisite: DIRW 0309 or READ 0309. [CIP 11.0104]

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 lab hours per week). Prerequisite: NCBM 0200 or MATH 0309, and BCIS 1405 or COSC 1401 or 1415. [CIP 11.0201]

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 lab hours per week). Prerequisite: NCBM 0200 or MATH 0309, and BCIS 1405 or COSC 1401 or 1415. [CIP 11.0201]

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 lab hours per week). Prerequisite: NCBM 0200 or MATH 0309, and BCIS 1405 or COSC 1401 or 1415. [CIP 11.0201]

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 lab hours per week). Prerequisite: ITSE 2409. [CIP 11.0201]

ITSE 1491 Special Topics in Computer Programming – Computer Programming (4 credits)

This course is an introduction to computer programming. (3 lecture and 3 lab hours per week). Prerequisite: NCBM 0200 or MATH 0309, and BCIS 1405 or COSC 1401 or 1415. [CIP 11.0201]

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 lab hours per week). Prerequisite: At least 3 of the following: (BCIS 1420 or COSC 1436 or ITSE 1422) or (BCIS 1431 or ITSE 1431) or (COSC 1420 or COSC 1437 or ITSE 1407) or (IMED 2415 or ITSE 2402). [CIP 11.0201]

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 lab hours per week). Prerequisite: DIRW 0309 or READ 0309. [CIP11.0801]

ITSE 2409 Database Programming (4 credits)

Application development using database programming techniques emphasizing database structures, modeling, and database access. (3 lecture and 3 lab hours per week). Prerequisite: DIRW 0309 or READ 0309. [CIP11.0802]

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 lab hours per week). Prerequisite: DIRW 0309 or READ 0309. [CIP11.0801]

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 lab hours per week). Prerequisite: BCIS 1420 or 1431, or COSC 1420 or 1436 or 1437 or ITSE 1407 or 1422 or 1431. [CIP 11.0201]

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 lab hours per week). Prerequisite: BCIS 1431 or ITSE 1431. [CIP11.0201]

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 lab hours per week). Prerequisite: DIRW 0309 or READ 0309. [CIP11.0301]

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 lab hours per week). Prerequisite: ITMT 2301 or ITMT 2302. [CIP11.1003]

Court Reporting -

Bill Cranford, Department Chairperson Karen Downey, Micki Kincaide, Robin McCartney, Laura Noulles, 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: DIRW 0310 or ENGL 0310 & READ 0310. [CIP22.0303]

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. [CIP22.0303]

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: DIRW 0310 or ENGL 0310 & READ 0310. [CIP22.0303]

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: DIRW 0310 or ENGL 0310 & READ 0310. [CIP22.0303]

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. [CIP22.0303]

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: DIRW 0310 or ENGL 0310 & READ 0310 [CIP22.0303]

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, DIRW 0310 or ENGL 0310 & READ 0310. [CIP22.0303]

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: DIRW 0310 or ENGL 0310 & READ 0310, CRTR 1404, [CIP22.0303]

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: DIRW 0310 or ENGL 0310 & READ 0310, CRTR 1312. [CIP22.0303]

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) Prep (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.

[CIP22.0303]

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. [CIP22.0303]

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. [CIP22.0303]

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. [CIP22.0303]

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. [CIP22.0303]

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. [CIP22.0303]

CRTR 2435 Accelerated Machine Shorthand (200-225)

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. [CIP22.0303]

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). [CIP43.0102]

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). [CIP43.0113]

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). [CIP43.0113]

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 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 Commun ications, Family Violence, MHMR. (3 lecture hours / 6 lab hours) Prerequisites: Approval from Department Chair and enrollment in the Police Academy. [CIP43.0107]

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 Solfing, 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 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 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 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, 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. [CIP22.0303]

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. [CIP22.0303]

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. [CIP22.0303]

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. [CIP22.0303]

Criminal Justice —

Maurice Cook, Department Chairperson Jeff Gambrell

CJCR 1300 Basic Jail Course (3 credits)

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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). [CIP43.0113]

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). [CIP43.0113]

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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]

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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 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 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 Manager

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]

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). [CB45.0401.5225]

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). [CB22.0101.5324]

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).

[CB43.0104.5224]

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). [CB43.0104.5324]

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). [CB43.0104.5424]

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). [CB43.0104.55524]

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). [CB43.0104.5624]

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). [CB43.0104.5724]

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: DIRW 0310 or READ 0310. [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. (1 lecture and 4 lab hours per week). Prerequisite: DIRW 0310 or READ 0310. Corequisite: CHEF 1305. [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. (1 lecture and 4 lab hours per week). Prerequisite: CHEF 1301. [CIP 12.0503]

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 State of the Chemical Control of the C

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. (1 lecture and 4 lab hours per week). Prerequisite: CHEF 1301. [CIP12.0503]

CHEF 1341 Programme Chef 1

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. (1 lecture and 4 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. (1 lecture and 4 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 1464 Practicum - Culinary Arts/Chef Training (4 Credits)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. (28 practicum hours per week). [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. (1 lecture and 4 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. (1 lecture and 4 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: DIRW 0310 or READ 0310 [CIP52.0901]

HAMG 1324 Hospitality Human Resources Management (3 Credits)

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: DIRW 0310 or READ 0310. [CIP52.0901]

A study of the principles and procedures of

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: DIRW 0310 or READ 0310. [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: DIRW 0310 or READ 0310. [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. (1 lecture and 4 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: DIRW 0310 or READ 0310, and BCIS 1405 or COSC 1401. [CIP12.0504]

Diagnostic Cardiovascular Sonography

Jessica Murphy, Department Chairperson Suzanne Poston

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.

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

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 1300 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 4 lab hours per week) Prerequisite: acceptance into program [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 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 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 2357

Echocardiographic Evaluation of Congenital Heart Disease I

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]

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 4 lab hours per week)

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]

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 noninvasive 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 handson 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 Possible topics may include technology. 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

Peripheral Vascular Evaluation of Pathology (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

Cerebral Vascular Evaluation of Pathology (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: DIRW 0309 or 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: DIRW 0309 or 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: DIRW 0309 or 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: DIRW 0309 or 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: DIRW 0309 or 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: DIRW 0309 or 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: DIRW 0309 or ENGL 0309 & READ 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: DIRW 0309 or ENGL 0309 & READ 0309. [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: DIRW 0309 or 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: DIRW 0310 or ENGL 0310 & READ 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: DIRW 0310 or ENGL 0310 & READ 0310. [CB45.0601.5125]

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 and the base of ST 284 Gas to shared

(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

Emegency 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 nontraditional 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 imposed rollern albhow edit to yav us A

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]

Medical Terminology I (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 Charley Bevill, Margaret Ellen Birdwell, Bea Hugetz, Ann Guess, Linda Matteson, Ashley Salter

NOTE: Developmental English classes are now listed under Academic Foundations.

ENGL 1301

Composition I

(3 credits)

Intensive study of and practice in writing process, from invention and researching to drafting, revising, and editing, both individually and collaboratively.

Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis. (3 lecture hours per week). Prerequisite: DIRW 0310 or ENGL 0310 & READ 0310 or passing score on THEA or equivalent test. [CB23.1301.5112]

ENGL 1302

Composition II

(3 credits)

Intensive study of and practice in the strategies and techniques for developing research-based expository and persuasive texts. Emphasis on effective and ethical rhetorical inquiry, including primary and secondary research methods; critical reading of verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of sources; and critical thinking about evidence and conclusions. (3 lecture hours per week). Prerequisite: ENGL 1301 or its equivalent. [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). Prerequisite: ENGL 1301 [CB23.1303.5112]

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

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 Begining French I (4 credits)

This course provides fundamental skills in listening comprehension, speaking, reading, and writing. It includes basic vocabulary, grammatical structures, and culture. (3 lecture and 2 lab hours per week). [CB16.0901.5113]

FREN 1412 Beginning French II (4 credits)

This course provides fundamental skills in listening comprehension, speaking, reading, and writing. It includes basic vocabulary, grammatical structures, and culture. (3 lecture and 2 lab hours per week) Prerequisite: FREN 1411 with grade C or higher or the departmental online placement test. [CB 16.0901.5113]

FREN 2306

Intermediate French Conversation

(3 credits)

This course provides 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)

This course provides a review and application of skills in listening comprehension, speaking, reading, and writing. It emphasizes conversation, vocabulary acquisition, reading, composition, and culture. (3 lecture and 1 lab hour per week) Prerequisite: FREN 1412 with grade C or higher or the departmental online placement test. [CB16.0901.5213]

FREN 2312 Intermediate French II (3 credits)

This course provides a review and application of skills in listening comprehension, speaking, reading, and writing. It emphasizes conversation, vocabulary acquisition, reading, composition, and culture. (3 lecture and 1 lab hour per week) Prerequisite: FREN 2311 with grade C or higher 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: DIRW 0310 or ENGL 0310 & READ 0310. [CB45.0701.5125]

GEOG 1302 Cultural Geography (3 credits)

Introduction to the concepts which provide a foundation for continued study of geography. Includes the different elements of natural environment as related to human activities, modes of living, and map concepts. The semester emphasizes cultural geography. (3 lecture hours per week). Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CIP 45.0701.5125]

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: DIRW 0310 or ENGL 0310 & READ 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: DIRW 0310 or 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: DIRW 0310 or 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: DIRW 0310 or 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: DIRW 0310 or 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: DIRW 0310 or 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: DIRW 0310 or 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: DIRW 0310 or 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: DIRW 0310 or READ 0310, and MATH 0312.

German-

[CB40.0601.5103]

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)

This course provides fundamental skills in listening comprehension, speaking, reading, and writing. It 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)

This course provides fundamental skills in listening comprehension, speaking, reading, and writing. It includes basic vocabulary, grammatical structures, and culture. Prerequisite: GERM 1411 with grade C or higher or an appropriate placement test. (3 lecture and 2 lab hours per week) [CB16.0501.5113]

GERM 2311

Intermediate German I

(3 credits)

This course provides a review and application of skills in listening comprehension, speaking, reading, and writing. It emphasizes conversation, vocabulary acquisition, reading, composition, and culture. (3 lecture and 1 lab hour per week) Prerequisites: GERM 1412 with grade C or higher or an appropriate placement test. [CB 16.0501.5213]

GERM 2312 Intermediate German II (3 credits)

This course provides a review and application of skills in listening comprehension, speaking, reading, and writing. It emphasizes conversation, vocabulary acquisition, reading, composition, and culture. (3 lecture and 1 lab hour per week) Prerequisites: GERM 2311 with grade C or higher or an appropriate placement test. [CB16.0501.5213]

Government -

Kevin Jefferies, Department Chairperson Karen Elizabeth McLane, Tim Reynolds, Gregory Roof

GOVT 2305 American Government (3 credits)

This course is an introduction to American government. The course includes a discussion of the origin and development of the U.S. Constitution, structure and powers of the national government including the legislative, executive, and judicial branches, federalism, political participation, the national election process, public policy, civil liberties, and civil rights. (3 lecture hours per week). Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CIP 45.1002.5125]

GOVT 2306 Texas State & Local Government (3 credits)

This course is an introduction to Texas state and local government. The course includes discussion of the origin and development of the Texas Constitution, structure and powers of state and local government, federalism and inter-governmental relations, political participation, the election process, public policy, and the political culture of Texas. (3 lecture hours per week). Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CIP 45.1002.5125]

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: DIRW 0310 or ENGL 0310 & READ 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: DIRW 0310 or ENGL 0310 & READ 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: DIRW 0310 or ENGL 0310 & READ 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: DIRW 0310 or ENGL 0310 & READ 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. DIRW 0310 or ENGL 0310 & READ 0310. (3 lecture hours per week) [CB54.0101.5425]

HIST 2313

History of England I

Survey of the political, social, economic, military, cultural, and intellectual development of England from prehistory to 1603. (3 lecture hours per week) ICB54.0101.5425]

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: DIRW 0310 or ENGL 0310 & READ 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: DIRW 0310 or ENGL 0310 & READ 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) [CB45.0101.5125]

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 assessment of 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: DIRW 0310 or ENGL 0310 & READ 0310. [CB24.0103.5112]

HUMA1302 Introduction to Humanities II (3 credits)

An interdisciplinary multi-perspective assessment of 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: DIRW 0310 or ENGL 0310 & READ 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

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 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: 51.1501]

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 painter a laboration of (3 credits)

An introduction to major theories of various treatment modalities including Reality Therapy, Psycho-dynamic, Grief Therapy, Client Centered Therapy, Rational Emotive Therapy, cognitivebehavioral 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: 51.1501]

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: 51.1501]

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 [\$588, 18910] 1861 (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]

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**

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. discus 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 ———

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]

CNBT 1411 Const Methods & Materials I (4 credits)

Introduction to construction materials and methods and their applications as they are used to develop architectural and structural drawings required for the construction of a commercial structure. (2 Lecture and 6 Laboratory hours per week). Prerequisites: DFTG 2419. [CIP 15.1001]

DFTG 1405 Technical Drafting (4 credits)

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) Prerequisite: BCIS 1405 or COSC 1401 or as corequisite with dept. approval. [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 2406 Machine Design

Theory and practice of design. Projects in problemsolving, 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 2417 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. (2 lecture & 6 laboratory hours per week)
Prerequisite: DFTG 1409. [CIP15.1301]

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. [CIP15.1302]

DFTG 2423 Pipe Drafting (4 credits)

A study of pipe fittings, symbols, specifications and their applications to a piping process system. Creation of symbols and their usage in flow diagrams, plans, elevations, and isometrics. Create drawings of foundations, structural supports, and process equipment; identify symbols and research specifications; generate a bill of material list; use charts and standards; generate isometric drawings; and calculate measurements for pipe fittings. (2 Lecture and 6 Laboratory hours per week) Prerequisites: DFTG 2419 [CIP15.1302]

DFTG 2428 Architectural Drafting – Commercial (4 credits)

Architectural drafting procedures, practices, governing codes, terms and symbols including the preparation of detailed working drawings for a commercial building, with emphasis on commercial construction methods. Apply commercial construction materials and processes; produce a set of commercial construction drawings including a site plan, floor plans, reflected ceiling plan, sections, elevations, schedules, and details. (2 Lecture and 6 Laboratory hours per week) Prerequisite: DFTG 2419. [CIP15.1303]

DFTG 2430 Civil Drafting (4 credits)

In-depth study of drafting methods and principles used in civil engineering. Interpret field notes; develop documents for a civil project; analyze and layout drainage and utilities infrastructure; and perform related calculations. (2 Lecture and 6 Laboratory hours per week). Prerequisites: DFTG 1409 Co requites: DFTG 2419. [CIP15.1304]

DFTG 2440 Solid Modeling/Design (4 credits)

AutoCAD. A computer-aided modeling course. Development of three-dimensional

drawings and models from engineering sketches and orthographic drawings and utilization of three dimensionalmodels in design work. Create three-dimensional solid model objects; and generate pictorial and orthographic drawings. (2 Lecture and 6 Laboratory hours per week). Prerequisite: DFTG 1409 [CIP15.1302]

DFTG 2445 Advanced Pipe Drafting (4 Credits)

A continuation of pipe drafting concepts building on the basic principles acquired in pipe drafting. Compile a comprehensive set of construction documents from engineering notes and process flow diagrams; solve design implementation problems; apply appropriate codes and standards; document the implementation of a comprehensive industrial plan; create details for cost effective implementation; and integrate appropriate instrumentation and industrial devices. (2 Lecture and 6 Laboratory hours per week). Prerequisite: DFTG 2423 [CIP15.1302]

DFTG 2450 Geometric Dimensioning and Tolerancing (4 credits)

Course Description: Geometric dimensioning and tolerancing, according to standards, application of various geometric dimensions and tolerances to production drawings. Apply tolerance, feature control frame, feature of size, datums, form, orientation, location, runout, and profile controls between various parts. Prerequisite: DFTG 1433 (2 Lecture and 6 Laboratory hours per week) [CIP15.1306]

DFTG 2481 Cooperative Education (4 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. 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. (2 Lecture and 6 Laboratory hours per week) [CIP15.1301]

ENTC 1423 Strength of Materials (4 credits)

Introduces the relationship between externally applied forces and internally induced stresses and the resulting deformations in structural members. Identify the principles of force and load; and calculate and measure the stresses and loads on structures. Prerequisite: TECM 1317 (2 lecture and 6 laboratory hours per week). [CIP15.0000]

TECM 1317 Technical Trigonometry (3 Credits)

Triangular measurements and calculations used in technical/industrial applications. Calculate right triangles and oblique triangles; convert between polar and rectangular vectors; add and

subtract vectors; and analyze sine and cosine waveforms used in technical/industrial applications. Prerequisite: Math 1314. (2 lecture and 2 laboratory hours per week) [CIP27.0301]

Management -

Susan Cooper, Department Chairperson

BMGT 1327 Principles of Management (3 credits)

The concepts, terminology, principles, theory, and issues that are the substance of the practice of management are examined. The student will explain the various theories and processes of management including its functions; identify roles of leadership in business; and recognize elements of the communication process and the guidelines for organizational design. (3 lecture hours per week). [CIP52.0201]

BMGT 1345 Communication Skills for Managers (3 credits)

Comprehensive study of communication skills for managers. Includes techniques in reading, writing, listening, and speaking. Emphasizes clear, consise written and verbal/non-berbal communication. Also covers skills for time management. End of Course Outcomes: Create and edit business letters, memos, reports, electronic mail, and presentations; apply time management and active listening skills; and demonstrate clear, concise written and verbal/non-verbal communication. (3 lecture hours & 1 lab hour per week). Prerequisite: DIRW 0309 or ENGL 0309. [CIP 52.0201]

BMGT 1382 Cooperative Education-Business Administration and Management, General I (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 the employer, the student combines classroom learning with work experience. Directly related to a technical discipline, specific learning objectives guide the student through the paid or unpaid work experience. This course may be repeated if topics and learning outcomes vary. Contact Dept. Chair prior to registering. (1 lecture and 20 laboratory hours per week).

BMGT 2303 Problem Solving and Decision Making (3 credits)

Decision making and problem solving processes in organizations, utilizing logical and creative problem solving techniques. Application of theory is provided by experiential activities such as small group discussions, case studies, and the use of other managerial decision aids. Skills and attitudes will be built around a series of critical questions. These critical questions provide a structure for critical thinking that support a continual, ongoing

search for better opinions, decisions, or judgments. (3 lecture hours per week). [CIP52.0201]

Cooperative Education - Business Administration & Management, General II (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 the employer, the student combines classroom learning with work experience. Directly related to a technical discipline, specific learning objectives guide the student through the paid or unpaid work experience. This course may be repeated if topics and learning outcomes vary. Contact Dept. Chair prior to registering. (1 lecture and 20 laboratory hours per week).[CIP52.0201]

BMGT 2383

Cooperative Education - Business Administration & Management, General III (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 the employer, the student combines classroom learning with work experience. Directly related to a technical discipline, specific learning objectives guide the student through the paid or unpaid work experience. This course may be repeated if topics and learning outcomes vary. Contact Dept. Chair prior to registering. (1 lecture and 20 laboratory hours per week.) [CIP52.0201]

BUSG 2309 Small Business Management (3 credits)

A course on how to start and operate a small business. Topics include facts about a small business, essential management skills, how to prepare a business plan, financial needs, marketing strategies, and legal issues.(3 lecture hours per week). [CIP52.0703] cliestisheds to sens a hebits

HRPO 1311 Human Relations and development of the basile psiloo (3 credits)

Practical application of the principles and concepts of the behavioral sciences to interpersonal relationships in the business and industrial environment. (3 lecture hours per week). [CIP52.1003]

HRPO 1391 Special Topics in Human Resources Management

(3 credits)

Topics address recently identified current events, skills, knowledges, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. Learning outcomes/objectives are determined by local occupational need and business and industry needs. (3 lecture hours per week). [CIP52.1001]

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HRPO 2301

Human Resources Management (3 credits)

Behavioral and legal approaches to the management of human resources in organizations. The student will describe and explain the development of human resources management; evaluate current methods of job analysis, recruitment, selection, training/ development, performance appraisal, promotion, and separation; discuss management's ethical. socially responsible, and legally required actions; assess methods of compensation and benefits planning; and examine the role of strategic human resource planning in support of organizational mission and objectives. (3 lecture hours per week). [CIP52.1001]

HRPO 2307 Estate bisarghamolensmil O philangore Organizational Behavior (3 credits)

The analysis and application of organizational theory, group dynamics, motivations theory, leadership concepts, and the integration of interdisciplinary concepts from the behavioral sciences. Experiences in managing and resolving organizational problems as well as team dynamics, team building strategies, and cultural diversity will be examined. (3 lecture hours per week.) [CIP52.1003]

MRKG 1301 Services Marketing/Management (3 Credits)

This course examines the characteristics of the service domain which today is the dominate industry in the United States. The planning, organization, production and marketing of quality services will be the focus of the course. It is designed to help develop an understanding of the unique marketing needs and management challenges faced by service organizations through examining customer interactions and perceptions to service experiences. (3 lecture hours per week). Prerequisite: MRKG 1311 [CIP 52.1401]

MRKG 1311 Principles of Marketing (3 credits)

This course is an introduction to basic marketing functions, identification of consumer and organizational needs, explanation of economic, psychological, sociological, and global issues, and description and analysis of the importance of marketing research. The student will identify the marketing mix components in relation to market segmentation and interpret market research data to forecast industry trends and meet customer demands. (3 lecture hours per week).

[CIP52.1401] a garel do pelgionno est ytérebi

MRKG 2333 Principles of Selling (3 credits)

This course serves as an introduction to the selling process and its application to all forms of sales. Identification of all the elements of the communication process between buyers and sellers in business and examination of the legal regulations and ethical issues of business which affect salespeople. The student will define the selling process and its application to all forms of sales, identify the elements of the communications process between buyers and sellers in business; and examine ethical issues and legal restrictions of American business which affect salespeople. (3 lecture hours per week). [CIP52.1401]

Mathematics –

Jennifer Hopkins, Department Chairperson Ralph Best, James Boler, Deanna Dick, Robin Harbour, Charles Kilgore, Tammi Lansford, Bette Nelson, Sosina Peterson

NOTE: The basics of arithmetic and algebra are taught in MATH 0310, MATH 0311, and MATH 0312. These courses benefit students needing additional preparation for college level work and those desiring only to improve their mathematical skills. One or all of these courses may be required by state law, or by the ACC Developmental Education Plan, for students whose scores on placement tests fall below established cutoff levels.

NCBM 0200 Non-Course Based Mathematics (2 credits)

This course includes topics in mathematics such as arithmetic operations, basic algebraic concepts and notation, geometry, and real number systems. (1.5 lecture hours and 1/2 lab hour per week). [CB32.0104.5319]

MATH 0310 **Developmental Mathematics - Algebra** (3 credits)

This course includes linear equations and inequalities, applications, polynomial, and rational expression operations and equations. The purpose of MATH 0310 is to prepare students for MATH 0312. Students enrolling in this course must meet the developmental algebra standard on the placement test. Prerequisite: NCBM 0200 or MATH 0309. (3 lecture hours and 1 lab hour per week). [CB32.0104.5119]

MATH 0311 PreStatistics (3 credits)

Development of mathematical reasoning and problem-solving abilities with an emphasis on preparation for a course in Statistics. Includes concepts from algebra, a number systems. probability, and use of formulas. The purpose of MATH 0311 is to prepare students for MATH 1342 or MATH 1332. Students enrolling in this course must meet the developmental algebra standard on the placement test. Prerequisite: NCBM 0200 or MATH 0309. (3 lecture hours and 1 lab hour per week). [CB32.0104.5119]

Developmental Mathematics - Intermediate Algebra (3 credits)

Topics of this course include graphing linear equations, solving systems of equations, laws of exponents, radicals, solving quadratic equations, and functions. The purpose of MATH 0312 is to

prepare students for MATH 1314. Students enrolling in this course must meet the intermediate algebra standard on the placement test or have passed MATH 0310 with a grade of A, B, or C. Prerequisite: MATH 0310. (3 lecture hours per week). [CB32.0104.5219]

MATH 1314 College Algebra (3 credits)

In-depth study and applications of polynomial, rational, radical, exponential and logarithmic functions, and systems of equations using matrices. Additional topics such as sequences, series, probability, and conics may be included. Graphing calculators (TI-83, TI-84 or comparable models) are required. Students enrolling in this course must meet the college algebra standard on the placement test or have passed MATH 0312 with a grade of A, B, or C. (3 lecture hours per week). Prerequisite: MATH 0312, and DIRW 0310 or READ 0310 with a C or better or the TSI standard in Reading. [CB27.0101.5419]

MATH 1324 Mathematics for Business & Social Science I (3 credits)

This course is designed for business, economics, management, and finance students. The course begins with a review of linear equations and functions followed by a study of matrices, inequalities and linear programming, quadratic functions, exponential and logarithmic functions, mathematics of finance, and concludes with a study of probability. Applications in business and economics will be emphasized (3 lecture hours per week). Prerequisite: MATH 1314. [CB27.0301.5219]

MATH 1325

Mathematics for Business & Social Science II (3 credits)

This course is designed for business, economics, management, and finance students. The course includes a study of derivatives, higher order derivatives, indefinite integrals, definite integrals, and functions of two or more variables. Applications in business and economics will be emphasized. (3 lecture hours per week). Prerequisite: MATH 1314 or MATH 1324. [CB27.0301.5319]

MATH 1332 Contemporary Mathematics I (3 credits)

This course is designed for liberal arts, humanities and human/social sciences. It is not intended for mathematics, science, engineering, elementary education or business majors. The course emphasizes an appreciation of the art, history, beauty, and application of mathematics. Topics may include sets, logic, number theory, measurement, geometric concepts, and an introduction to probability and statistics. Prerequisite: MATH 0312 or MATH 0311 with a grade of A,B, or C or meeting the college algebra standard on a placement test and DIRW 0310 or READ 0310 with a C or better or the TSI standard in Reading. (3 lecture hours per week). [CB27.0101.5119]

MATH 1333

Contemporary Mathematics for Tech (3 credits)

This course provides a broad background in principles and applications of mathematics found in the technical and vocational degree programs. Topics will include: a survey of equations, a survey of relations and functions, probability and statistics, and applications. This course will satisfy the math requirements of the Associate of Applied Science, but does not satisfy the math requirements of the Associate of Arts, The Associate of Science, or the Associate of Arts in Teaching degree. Prerequisite: MATH 0310 with a C or higher or the equivalent on the college placement exam and DIRW 0310 or ENGL 0310 & READ 0310 with a C or better or the TSI standard in Reading. (3 lecture hours per week). [CB27.0101.5119]

MATH 1342

Elementary Statistical Methods (3 credits)

This course includes such topics as permutations and combinations, probability, testing hypotheses, sample theory, parameter estimation, frequency functions, and correlation and regression. (3 lecture hours per week). Prerequisites: MATH 0312 or MATH 0311. [CB27.0501.5119]

MATH 1350

Fundamentals of Mathematics I (3 credits)

This course is designed specifically for students who seek teacher certification. Topics and concepts in this course include concepts of sets, functions, numeration systems, number theory, and properties of the natural numbers, integers, rational, and real number systems with an emphasis on problem solving and critical thinking. Prerequisite: MATH 1314 or equivalent or higher level math.

[CB2701015619]

MATH 1351 Fundamentals of Mathematics II (3 credits)

This course is designed specifically for students who seek teacher certification. Topics and concepts in this course include concepts of geometry, probability, and statistics, as well as applications of algebraic properties of real numbers to concepts of measurement with an emphasis on problem solving and critical thinking. Prerequisite: MATH 1314 or MATH 1350 or equivalent. [CB27.0101.5719]

MATH 2318 Linear Algebra

(3 credits)

This course includes such topics as vector spaces, linear independence, bases, linear transformations, matrices, determinants, eigenvalues, eigenvectors, and applications. (3 lecture hours per week). Prerequisite: MATH 2413 or departmental approval. [CB27.0101.6319]

MATH 2320 Differential Equations

(3 credits)

This course covers Ordinary Differential Equations and Applications. Included are First Order Equations, Linear Homogeneous Equations with

Constant Coefficients, Undetermined Coefficients and Variation of Parameters, and Power Series Methods. The Laplace Transform is used to solve Initial Value Problems. Eigenvalues and Eigenvectors are introduced in order to solve Systems of Linear Differential Equations. Fourier Series are introduced. (3 lecture hours per week). Prerequisite: MATH 2414 or departmental approval. [CB27.0101.6419]

MATH 2412 Pre-Calculus Math (4 credits)

This course covers a review of algebraic operations, trigonometric functions, trigonometric identities and equations, applications of trigonometry, exponential and logarithmic functions, and analytic geometry. Graphing calculators (TI-83, TI-84 or comparable models) are required. (4 lecture hours per week). Prerequisite: MATH 1314 or departmental approval. [CB2701015819]

MATH 2413 Calculus I (4 credits)

This course is designed to meet the needs of mathematics, engineering, and science students. Topics included in this course are vectors and vector operations, limits, continuity, differentation and integration of algebraic and transcendental functions, with applications such as optimization, curve sketching, and finding area under a curve. Students enrolling in this course should have previously taken two years of high school algebra, a course in plane trigonometry, and a course in analytic geometry, or passed MATH 1314 and MATH 2412. (4 lecture hours per week). Prerequisites: MATH 2412 or departmental approval. [CB27.0101.5919]

MATH 2414 Calculus II (4 credits)

This course is a continuation of MATH 2413. Topics include differentiation and integration of hyperbolic and inverse trigonometric functions, techniques of intergration, sequences and series, and applications such as the area between curves. (4 lecture hours per week). Prerequisites: MATH 2413 or equivalent course. [CB27.0101.6019]

MATH 2415 Calculus III (4 credits)

This course is a continuation of MATH 2414. Topics covered include vector-valued functions, functions of several variables, partial differentiation, multiple integrals, vector fields, line integrals, Green's Theorem, Stoke's Theorem, and the Divergence Theorem. (4 lecture hours per week). Prerequisite: MATH 2414 or equivalent course. [CB27.0101.6119]

Music -

Kevin Moody, Department Chairperson David Griffith

GENERAL MUSIC

MUSI 1158 Opera Workshop (1 credit)

This course provides practical experience for the singing actor in the integration of music, acting, and staging of portions of operas. (1 lecture and 2 laboratory hours per week). [CB50.0908.5226]

MUSI 1159/2159 Musical Theater I and II (1 credit)

This course can be repeated for credit. This course stresses the study and performance of works selected from the music Theater repertoire. (1 lecture and 4 laboratory hours per week). [CB50.0903.6126]

MUSI 1166 Woodwind Class (1 credit)

This required course for music education majors with instrumental concentrations examines techniques of performing and of instructing beginning instrumentalists on flute, oboe, clarinet, bassoon, saxophone, and piccolo. (1 lecture and 2 laboratory hours per week). [CB50.0903.5126]

MUSI 1181 Class Piano I (1 credit)

This course is designed for students with little or no previous keyboard experience and provides a study of basic technique, scales, chords, and repertoire. (1 lecture and 1 laboratory hours per week). [CB50.0907.5126]

MUSI 1182 Class Piano II (1 credit)

This Class piano course for beginners continues the study of basic techniques, scales, chords, and basic repertoire. (1 lecture and 1 laboratory hours per week). [CB50.0907.5126]

MUSI 1183 Voice Class (1 credit)

This laboratory class, designed for students with no previous voice training, provides instruction in breathing, tone production, and diction. (1 lecture and 2 laboratory hours per week). [CB50.0908.5126]

MUSI 1188 Percussion Class (1 credit)

This required course for music education majors with instrumental concentrations examines techniques of performing and of instructing beginning instrumentalists on snare drum, tympani, xylophone, cymbals, and other percussion instruments. (1 lecture and 2 laboratory hours per week). [CB50.0903.5126]

(1 credit)

This course, designed for beginning guitar students, provides a study of basic techniques, chords, and basic repertoire. (1 lecture and 2 laboratory hours per week). [CB50.0911.5126]

MUSI 1211 Music Theory I (2 credits)

This course provides a review of musical rudiments, harmony and voice-leading through submediant and mediant chords, figured bass, cadences and phrase structure, basic analysis, and elementary composition. (3 lecture hours per week). Prerequisite: DIRW 0310 or READ 0310. Corequisite: MUSI 1216 [CB50.0904.5126]

MUSI 1212 Music Theory II

This course studies harmony and voice-leading through modal mixture, secondary dominants and modulation, periodic structures, and further analysis and composition. (3 lecture hours per week). Prerequisite: DIRW 0310 or READ 0310 and MUSI 1211. Corequisite: MUSI 1217 [CB50.0904.5126]

MUSI 1216 Elementary Sight Singing & Ear Training I (2 credits)

This required course for music majors is the first of a four-semester presentation of basic aural, visual, and vocal exercises in dictation and in sight-singing. (3 laboratory hours per week). Corequisite: MUSI 1211. [CB50.0904.5626]

MUSI 1217 Elementary Sight Singing & Ear Training II (2 credits)

This required course for music majors is the second of a four-semester presentation of basic aural, visual, and vocal exercises in dictation and sight-singing. (3 laboratory hours per week). Prerequisite: MUSI 1216. Corequisite: MUSI 1212. [CB50.0904.5626]

MUSI 1263 Improvisation (2 credits)

This course presents the techniques of improvising music through the analysis of melodic motives, chordal construction, and sequencing, and it applies this analysis to traditional and contemporary materials. (1 lecture and 2 laboratory hours per week). [CB50.0903.6526]

MUSI 1301 Introduction to Music (3 credits)

This course is an introduction to the elements of music including notation, rhythm, melody, scales, keys, and chords. The course meets the needs of elementary education majors and other students who wish to gain a working knowledge of music. (3 lecture hours per week). Prerequisite: DIRW 0309 or READ 0309. [CB50.0904.5526]

MUSI 1306 Music Appreciation (3 credits)

What is music? Where does it come from? What did music sound like 2000 years ago? Who was Beethoven and why should I care? Take this course and find out. (3 lecture hours per week). Prerequisites: DIRW 0309 or READ 0309 . [CB50.0902.5126]

MUSI 1308 Survey of Music Literature I (3 credits)

This course is a study of instrumental and vocal music forms. It includes representative compositions from sacred and secular music. (3 lecture hours per week). Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CB50.0902.5226]

MUSI 1309 Survey of Music Literature II (3 credits)

This course is a survey of western classical music from Beethoven through the present. This music history course is open to non-majors. (3 lecture hours per week). Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310 [CB50.0902.5226]

MUSI 1310 American Music (3 credits)

The Beatles, Elvis, The Rolling Stones, from Rag Time to Hip-Hop: How did all this get started? You'll find out if you take this class. (3 lecture hours per week). Prerequisite: DIRW 0309 or READ 0309 [CB50.0902.5326]

MUSI 1386 Composition (3 credits)

This course provides instruction in music composition in small forms for simple media in both traditional and contemporary electronic styles. (3 lecture hours per week). [CB50.0904.5326]

MUSI 2181 Class Piano III (1 credit)

This class piano course is for students who have taken 1 year of piano and is a continuation of basic techniques. (1 lecture and 1 laboratory hours per week). [CB50.0907.5126]

MUSI 2182 Class Piano IV (1 credit)

This class piano course is for students who have taken 3 semesters of class piano and is a continuation of basic techniques. (1 lecture and 1 laboratory hours per week) [CB50.0907.5126]

MUSI 2211 Music Theory III (2 credits)

This course studies harmony and voice-leading through linear chords, the Neapolitan and augmented sixths, advanced modulation, ninth chords, binary form, more advanced modulation and composition.(3 lecture hours per week). Prerequisite: MUSI 1212, Corequisite: MUSI 2216. [CB50.0904.5226]

MUSI 2212 Music Theory IV (2 credits)

This course studies compositional practices of the twentieth century and later, through analysis and composition exercises. (3 lecture hours per week). Prerequisite: MUSI 2211. Corequisite: MUSI 2217 [CB50.0904.5226]

MUSI 2216

Advanced Sight Singing & Ear Training I (2 credits)

This required course for music majors is the third of a four-semester presentation of basic aural, visual, and vocal exercises in dictation and sight-singing. (3 laboratory hours per week). Prerequisite: MUSI 1217. Corequisite: MUSI 2211. [CB50.0904.5726]

MUSI 2217

Advanced Sight Singing & Ear Training II

This required course for music majors is the fourth of a four-semester presentation of basic aural, visual, and vocal exercises in dictation and sight-singing. (3 laboratory hours per week). Prerequisite: MUSI 2216. Corequisite: MUSI 2212. [CB50.0904.5726]

ENSEMBLES

MUEN 1125, 1126, 2125, 2126 Jazz Band

(1 credit each)

This course can be repeated for credit. This organization rehearses and performs contemporary jazz and rock music as well as standard big band literature. Performances include concerts and participation in area festivals. membership is open to all College students by approval of the instructor. (4 laboratory rehearsal hours per week).

[CB50.0903.5526]

MUEN 1122, 1123, 2122, 2123

Concert Band (1 credit each)

This course can be repeated for credit. This concert group of brass, woodwind, and contemporary works for wind ensembles. (5 laboratory rehearsal hours per week). [CB50.0903.5526]

MUEN 1135, 2135 (1986) 1019 (1986) 1019 (1986) Jazz Lab

(1 credit each) 31 OZMA enaboses 9 Massw

This course can be repeated for credit. This organization performs for many special occasions on and off campus. Music includes small band jazzrock with emphasis on individual improvisation. Membership is open to all College students by approval of the instructor. (3 laboratory hours per week). [CB50.0903.5626]

MUEN 1141, 1142, 2141, 2142

Concert Choir MANA MANA Set of double labored

(1 credit each)

This course can be repeated for credit. This organization rehearses and performs traditional and contemporary choral literature. In addition to local concerts, the group participates in campus activities. In order to obtain credit, members must attend all called rehearsals and public

performances. (5 laboratory rehearsal hours per week). [CB50.0903.5726]

MUEN 1143, 1144, 2143, 2144

College Singers (1 credit each)

This course can be repeated for credit. This organization is limited in membership. Students are selected through auditions from the membership of the College choir. The student must have previous experience in choral music, a member in good standing of the concert choir, ability to sight-read, and instructor approval. (4 laboratory rehearsal hours per week). [CB50.0903.5726]

MUEN 1151, 1152, 2151, 2152 **Chamber Singers**

(1 credit)

This course can be repeated for credit. Membership is open to all students on the basis of audition/ conference with the director. Students are also expected to enroll in Concert Choir. (4 laboratory rehearsal hours per week). [CB50.0903.5826]

APPLIED MUSIC

All applied music courses are under [CB50.0903.5426]

MUAP 1217, 1218

Applied Music Woodwind

(2 credits each)

These courses provide one hour of individual instruction per week in bassoon, clarinet, flute, oboe, or saxophone. (1 lecture and 4 laboratory practice hours per week).

MUAP 1237, 1238

Applied Music Brass (2 credits each)

(2 credits each)

These courses provide one hour of individual instruction per week in trumpet, trombone, French horn or tuba. (1 lecture and 4 laboratory practice hours per week).

MUAP 1257, 1258

Applied Music Percussion

(2 credits each)

These courses provide one hour of individual instruction a week in the use of percussion instruments. (1 lecture and 4 laboratory practice hours per week).

MUAP 1261, 1262

Applied Music Guitar

(2 credits each)

These courses provide one hour of individual instruction a week in guitar. (1 lecture and 4 laboratory practice hours per week).

MUAP 1269, 1270 sappdomen alloaga acamenta

Applied Music Piano

(2 credits each)

These courses provide one hour of individual instruction a week in piano. (1 lecture and 4 laboratory practice hours per week). Corequipment SASS - 1048 at appropriate the same proposed.

MUAP 1281, 1282

Applied Music Voice

(2 credits each)

These courses provide one hour of individual instruction per week in voice. (1 lecture and 4 laboratory practice hours per week).

MUAP 1291, 1292

Applied Music Composition

(2 credits each)

These courses provide one hour of instruction per week in music composition. Composing in small forms for simple media in both traditional styles and styles of the student's choice. (1 lecture and 4 laboratory practice hours per week).

MUAP 2217, 2218

Applied Music Woodwind

(2 credits each)

These courses provide one hour of individual instruction per week in bassoon, clarinet, flute, oboe, or saxophone. (1 lecture and 4 laboratory practice hours per week).

MUAP 2237, 2238

Applied Music Brass

(2 credits each)

These courses provide one hour of individual instruction per week in trumpet, trombone, French horn or tuba. (1 lecture and 4 laboratory practice hours per week).

MUAP 2257, 2258

Applied Music Percussion

(2 credits each)

These courses provide one hour of individual instruction per week in percussion instruments. (1 lecture and 4 laboratory practice hours per week).

MUAP 2261, 2262

Applied Music Guitar (2 credits each)

These courses provide on hour of individual instruction per week in guitar. (1 lecture and 4 laboratory practice hours per week).

MUAP 2269, 2270

Applied Music Piano

(2 credits each)

These courses provide one hour of individual instruction per week in piano. (1 lecture and 4 laboratory practice hours per week).

MUAP 2281, 2282

Applied Music Voice

(2 credits each) wile box vielse isomoele (ii)

These courses provide one hour of individual instruction per week in voice. (1 lecture and 4 laboratory practice hours per week).

MUAP 2291, 2292

Applied Music Composition

(2 credits each)

These courses provide one hour of instruction per week in music composition. Composing in small forms for simple media in both traditional styles and styles of the student's choice. (1 lecture & 4 laboratory practice hours per week).

RECORDING

MUSC 1327 Audio Engineering I (3 credits)

An overview of the modern recording studio and related personnel. Tomics include basic studio electronics and acoustic principles, waveform analysis, microphone concepts and miking techniques, studio set up and signal flow, recording console theory, signal processing concepts, tape machine principles and operation and an overview of mixing and editing. (2 lecture and 4 lab hours per week). [CB 10.0203]

MUSC 2427 Audio Engineering II (4 credits)

A continuation of Audio Engineering I with emphasis on implementation of the techniques and theories of the recording process. Topics include applications on microphones, the audio console, the multitrack tape recorder and signal processing devices in recording sessions environments. (2 lecture and 4 lab hours per week). Prerequisites: MUSC 1327. [CB 10.0203]

MUSC 2447 Audio Engineering III (4 credits)

Presentation of advanced procedures and techniques utilized in recording and manipulating audio information. Topics include advanced computer based console automation, hard disk based digital audio editing, nonlinear digital multitrack recording and advanced engineering project completions. (2 lecture and 4 lab hours per week). [CB 10.0203]

Neurodiagnostic (NDT) -

Stacy Pedigo, Department Chairperson

ENDT 1345 Applied Electronics & Instrumentation (3 credits)

Theory & application of electrical concepts, recording techniques, data analysis. Includes electronics & and descriptions. 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. Requires departmental approval. (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. Requires departmental approval. (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) Prerequisites: ENDT 1345, ENDT 1350, Corequisite: ENDT 2320. [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) Prerequisites: ENDT 1345, ENDT 1350. [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) Prerequisites: ENDT 1345, ENDT 1350, & ENDT 2210. [CIP 51.0903]

ENDT 2320 Electroneurodiagnostics Technology I (3 credits)

This course is designed to teach normal and abnormal pattern recognition both awake and asleep for each age range and level of consciousness, seizure manifestations, classifications and EEG correlates. (ACNS) minimum technical standards for pediatric encephalography will also be covered. (2 lecture hours & 2 lab hours per week) Prerequisites: ENDT 1350 & ENDT 1345. [CIP 51.0903]

ENDT 2425 Electroneurodiagnostics Technology II (4 credits)

This course si designed to further explore and introduce specific neurological disease processes and integrate electroencephalographic patterns for these processes. Identifies abnormal functional neuroanatomy & physiological conditions and electroencephalographic correlates. (3 lecture & 2 lab hours per week) Prerequisites: ENDT 1463 Corequisites: ENDT 2463. [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) Prerequisites: ENDT 1463 Corequisite: ENDT 2425. [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) Prerequisites: ENDT 1463, ENDT 2463. [CIP 51.0903]

Nursing — (Associate Degree)

Sally Durand, Director

Robin Abrams, Ayoka Badmus, Kristin Elsner, Mary Alice Estes, Debra Fontenot, Judith Hafner, Sharon Hightower, Christy Scales, Wendy Stewart, Ashley White

RNSG 1108 Dosage Calculations for Nursing (1 credit)

Read, interpret, and solve dosage calculation problems. This course emphasizes critical thinking skills and techniques needed to accurately and safely calculate medication dosages. (1 lecture hour per week) Prerequisite: MATH 0310 or MATH 0311. [CIP 51.3801]

RNSG 1162 Clinical Nursing: Mental Health Nursing (1 credit)

A health-related work-based learning experience in a mental health setting that enables the student to apply professional nursing theory, skills, and concepts within the roles of the professional nurse as provider of patient-centered care, patient safety advocate, member of the health care team and member of the profession. Direct supervision is provided by the clinical professional. (3 lab hours per week). Prerequisite: RNSG 1513, 1215, 1108. Corequisite: RNSG 2213 [CIP 51.3801]

RNSG 1215 Health Assessment (2 credits)

Development of skills and techniques required for a comprehensive nursing health assessment within a legal/ ethical framework. (1 lecture and 2 lab hours per week). Prerequisite: BIOL 2401 or admission to the ADN Program. [CIP 51.3801]

RNSG 1246 Legal and Ethical Issues for Nurses (2 credits)

Study of the laws and regulations related to the provision of safe and effective professional nursing

care within the roles of the of the professional nurse as provider of patient-centered care, patient safety advocate, member of the health care team and member of the profession. Content includes confidentiality, the Nursing Practice Act, professional boundaries, ethics, and health care legislation. (2 lecture hours per week). Prerequisite: RNSG 1441, RNSG 1561. [CIP 51.3801]

RNSG 1260

Clinical Nursing: Foundations for Nursing Practice (2 credits)

A health related work-based learning experience that introduces the student in the application of nursing theory, skills and concepts within the roles of the professional nurse as provider of patientcentered care, patient safety advocate, member of the health care team and member of the profession. Direct supervision is provided by the clinical professional. Clinical experiences allow the student opportunities to begin utilizing nursing skills in caring for adults and family. Clinical education is an unpaid learning experience. Concurrent theory enrollment in RNSG 1513 is required. (6 lab hours per week) Prerequisites: Admission into the ADN Program. Corequisites: PSYC 2314, BIOL 2401, RNSG 1513, RNSG 1215, RNSG 1108. [CIP 51.3801]

RNSG 1262

Clinical Nursing: Concepts of Nursing Practice I for Articulating Students (2 credits)

A health related work-based learning experience that introduces the vocational nurse in the application of nursing theory, skills and concepts within the roles of the professional nurse as provider of patient-centered care, patient safety advocate, member of the health care team and member of the profession. Direct supervision is provided by the clinical professional. Concurrent theory enrollment is required in RNSG 1417. (6 lab hours per week) Prerequisites: Admission into the ADN Program, RNSG 1215, BIOL 2401, BIOL 2402, BIOL 2420, PSYC 2301, PSYC 2314, ENGL 1301. Corequisite: RNSG 1417. [CIP 51. 3801]

RNSG 1417

Concepts of Nursing Practice I for Articulating Students

(4 credits)

Provides the articulating vocational nurse the opportunity to examine the role of the professional nurse; application of a systematic problem solving process and critical thinking skills which includes a focus on the adult population in selected settings; and competency in knowledge, judgment, skill, and professional values within a legal/ethical framework. Roles of the professional nurse as provider of patient-centered care, patient safety advocate, member of the health care team and member of the profession are introduced. Concurrent clinical enrollment is required in RNSG 1262. (3 lecture and 2 lab hours per week) Prerequisites: Admission into the ADN Program, RNSG 1215, BIOL 2401, BIOL 2402, BIOL 2420, PSYC 2301, PSYC 2314, and ENGL 1301. Corequisite: RNSG 1262. [CIP 51.3801]

RNSG 1441

Common Concepts of Adult Health (4 credits)

Basic integration of the role of the professional nurse as a provider of patient-centered care, patient safety advocate, member of health care team, and member of the profession. Study of the common concepts of caring for adult patients and families with medical-surgical health care needs related to body systems, emphasizing knowledge, judgment, skills, and professional values within a legal/ethical framework. This course lends itself to a blocked approach. Concurrent clinical enrollment is required in RNSG 1561. (3 lecture and 2 lab hours per week). Prerequisites: RNSG 1513, RNSG 1215, RNSG 1108. Corequisites: BIOL 2402, PSYC 2301, RNSG 1561. [CIP 51.3801]

RNSG 1443

Complex Concepts of Adult Health (4 credits)

Integration of previous knowledge and skills related to common adult health needs into the continued development of the professional nurse as a provider of patient-centered care, patient safety advocate, member of health care team, and member of the profession in the care of adult patients and families with complex medical-surgical health care needs associated with body systems. Emphasis is on complex knowledge, judgments, skills, and professional values within a legal/ethical framework. Concurrent clinical enrollment is required in RNSG 2563. (3 lecture and 2 lab hours per week) Prerequisites: BIOL 2420; and either RNSG 2213, 1441 or RNSG 1417. Corequisite: RNSG 2563. [CIP 51.3801]

RNSG 1512

Nursing Care of the Childbearing and Childrearing Family (5 credits)

Study of the concepts related to the provision of nursing care for childbearing and childrearing families; application of systematic problem solving processes and critical thinking skills, including a focus on the childbearing family during perinatal periods and the childrearing family from birth to adolescence; and competency in knowledge, judgment, skill, and professional values within a legal/ethical framework. Analysis and synthesis of knowledge and skills are based upon normal and abnormal assessment findings. Pharmacological and nutritional concepts related to the nursing care of the childbearing and childrearing family are incorporated throughout the course. Concurrent clinical enrollment is required in RNSG 2463. (4 lecture and 2 lab hours per week.) Prerequisites: RNSG 1417 and BIOL 2420, or RNSG 1441. Corequisite: RNSG 2463. [CIP51.3801]

RNSG 1513

Foundations for Nursing Practice (5 credits)

Introduction to the role of the professional nurse as a provider of patient-centered care, patient safety advocate, member of health care team, and member of the profession. Content includes fundamental concepts of nursing practice, history of professional nursing, a systematic framework

for decision-making and critical thinking. The mechanisms of disease and the needs and problems that can arise are discussed and how the nursing process helps manage the patient through these issues.. Emphasis on knowledge, judgment, skills and professional values within a legal/ethical framework. Concurrent clinical enrollment in RNSG 1260 is required. (4 lecture and 3 lab hours per week) Prerequisites: Admission into the ADN Program. Corequisites: BIOL 2401, PSYC 2314, RNSG 1215, RNSG 1108, RNSG 1260. [CIP 51.3801]

RNSG 1561

Clinical Nursing: Common Concepts of Adult Health

(5 credits)

A health related work-based learning experience in medical/surgical settings that enables the student to apply professional nursing theory, skills and concepts within the roles of the professional nurse as provider of patient-centered care, patient safety advocate, member of the health care team and member of the profession. Direct supervision is provided by the clinical professional. Concurrent theory enrollment is required in RNSG 1441. (15 lab hours per week) Prerequisites: RNSG 1513, RNSG 1215, RNSG 1108. Corequisites: BIOL 2402, PSYC 2301, RNSG 1441. [CIP 51.3801]

RNSG 2121 Management of Client Care (1 credit)

Exploration of leadership and management principles applicable to the roles of the professional nurse as provider of patient-centered care, patient safety advocate, member of the health care team and member of the profession. Includes application of knowledge, judgment, skills and professional values within a legal/ethical framework. (1 lecture hour per week). Prerequisites: RNSG 1441, RNSG 1561. [CIP 51.3801]

RNSG 2213 Mental Health Nursing (2 credits)

Principles and concepts of mental health, psychopathology, and treatment modalities related to the nursing care of patients and their families within the roles of the of the professional nurse as provider of patient-centered care, patient safety advocate, member of the health care team and member of the profession. Concurrent clinical enrollment in RNSG 1162 is required. (2 lecture hours per week) Prerequisites: RNSG 1513, 1215, 1108, PSYC 2301. Corequisite: RNSG 1162.

RNSG 2463

Clinical Nursing: Nursing of the Childbearing and Childrearing Family (4 credits)

A health related work-based learning experience in speciality maternity and pediatric settings that enables the student to apply nursing theory, skills, and concepts within the roles of the professional nurse as provider of patient-centered care, patient safety advocate, member of the health care team and member of the profession. Direct supervision is provided by the clinical professional. Concurrent

theory enrollment is required in RNSG 1512. (12 lab hours per week) Corequisite: RNSG 1512. [CIP 51.3801]

RNSG 2563

Clinical Nursing: Complex Concepts of Adult Health

(5 credits)

A health-related work-based learning experience in medical/surgical settings that enables the student to apply advanced nursing theory, skills, and concepts within the roles of the professional nurse as provider of patient-centered care, patient safety advocate, member of the health care team and member of the profession. Direct supervision is provided by clinical professional(s). Concurrent theory enrollment is required in RNSG 1443. (15 lab hours per week). Prerequisite: RNSG 2213 or RNSG 1417. Corequisite: RNSG 1443.

[CIP 51.3801]

Nursing — (Vocational)

Karen Briza, Department Chairperson Melinda Wallace

VNSG 1122 Vocational Nursing Concepts (1 credit)

Introduction to the nursing profession and its responsibilities and the legal and ethical issues in nursing practice. Concepts related to the physical, emotional, and psychosocial self-care of the learner/professional. Learning Outcomes: The student will discuss the personal adjustments essential to the development of the vocational nurse; identify the role of the licenced vocational nurse; and discuss the legal and ethical responsibilities in vocational nursing practice. (1 lecture hour per week). [CIP 51.3901]

VNSG 1160 Clinical - Practical Nurse I (1 credit)

A health related work-based experience, that enables the student to apply specialized occupational theory, skills, and concepts. Specific detailed learning objectives are developed for each course by the faculty. On-site clinical instruction, supervision, evaluation, and placement is the responsibility of the college faculty. Clinical experiences are unpaid external learning experience. Learning Outcomes: As outlined in the learning plan, the student will apply the theory, concepts, and skills involving specialized materials, equipment, procedure, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the particular occupation and the business/industry, and demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, communicating in the applicable language of the occupation and the business or industry. (5 clinical hours per week). Corequisite: VNSG 1423. [CIP 51.3901]

VNSG 1219

Professional Development (2 credits)

Study of the importance of professional growth. Topics include the role of the licensed vocational nurse in the multi-disciplinary health care team, professional organizations, and continuing education. Learning Outcomes: The student will describe the role of the licensed vocational nurse in multi-disciplinary settings inclusive of basic principles of leadership and management; discuss the role of professional organizations and regulatory agencies; and identify criteria and appropriate resources for continuing education. (2 lecture hours per week). [CIP 51.3901]

VNSG 1226 Geriatrics (2 credits)

Overview of the normal physical, psychological, and cultural aspects of the aging process. Addresses common disease processes of aging and explores attitudes towards care of the elderly. Topics include but are not limited to introduction to aging; the aging adult; geriatric mental health; sexuality and aging; pain management; geriatric medications; assisting the dying client and family; hospice care. Learning Outcomes: the student will describe the aspects of aging; discuss disease processes associated with aging; and identify perceptions related to care of the older adult. (2 lecture hours per week). [CIP 51.3901]

VNSG 1227

Essentials of Medication Administration (2 credits)

General principles of medication administration including determination of dosage, preparation, safe administration, and documentation of multiple forms of drugs. Instruction includes various systems of measurement. Lab required. Learning Outcomes: The student will demonstrate accurate dosage calculation; discuss the principles of medication administration safety; and identify the elements of accurate documentation of medication administration. (1 lecture and 2 laboratory hours per week). [CIP 51.3901]

VNSG 1230 Maternal - Neonatal Nursing (2 credits)

A study of the biological, psychological, and sociological concepts applicable to basic needs of the family including childbearing and neonatal Utilization of the nursing process inthe assessment and management of the childbearing family. Topics include physiological changes related to pregnancy, fetal development, and nursing care of the family during labor and delivery and the puerperium. Learning Outcomes: The studetn will discuss human reporduction and fetal development as related to the normal aspects of childbearing; identify common complications of the mother and newborn during prenatal, antenatal, and postnatal, periods; and relate characteristics of the normal newborn and associated nursing interventions to meet identified health care needs utilizing the nursing process. (2 lecture hours per week).

Corequisite: VNSG 1660. [CIP 51.3901]

VNSG 1234 Pediatrics (2 credits)

Study of the care of the pediatric patient and family during health and disease. Emphasis on growth and development needs utilizing the nursing process. Learning Outcomes: The student will identify safety principles related to childcare; discuss primary nursing care of the pediatric patient and family during the health and disease; and apply concepts of growth and development to the care of pediatric patients utilizing the nursing process. (2 lecture hours per week). Corequisite: VNSG 1660. [CIP 51.3901]

VNSG 1301 Mental Health and Mental Illness (3 credits)

Study of personality development, human needs, common mental mechanisms, and factors influencing mental health and mental illness. Includes common mental disorders and related therapy. Learning Outcomes: The student will identify the characteristics of mental health; identify common mental illness and maladaptive behaviors; describe trends in psychotherapeutic treatment; discuss the application of therapeutic communication skills; and assist in the formulation of a plan of care for the individual with mental illness or maladaptive behavior. (3 lecture hours per week). {CIP 51.3901}

VNSG 1329 Medical Surgical Nursing I (3 credits)

Application of the nursing process to the care of adult and geriatric patients experiencing respiratory, gastrointestinal, genitourinary, musculoskeletal, and dermatological medical-surgical conditions in the health-illness continuum. A variety of health care settings are utilized. Learning Outcomes: The student will identify the components of the health-illness continuum; identify prevalent respiratory, gastrointestinal, genitourinary, musculoskeletal, and dermatological medical surgical conditions affecting the adult and gerian and utilize the nursing process to assist in developing a plan of care for selected medical-surgical conditions. (3 lecture hours per week). Corequisite: VNSG 1661.

VNSG 1331 Pharmacology (3 credits)

[CIP 51.3901]

Fundamentals of medications and their diagnostic, therapeutic, and curative effects. Includes nursing interventions utilizing the nursing process. Learning Outcomes: The student will identify properties, effects, and principles of pharmacotherapeutic agents; and list common nursing interventions associated with the various pharmacotherapeutic agents. (4 lecture hours per week). [CIP 51.3901]

VNSG 1332 Medical - Surgical Nursing II (3 credits)

Continuation of Medical-Surgical Nursing I with application of the nursing process to the care of adult and geriatric patients experiencing cardiovascular, neurosensory, endocrine, and oncological medical-

surgical conditions in the health-illness continuum. Includes a variety of health care settings. Learning Outcomes: The student will identify the components of the health-illness continuum; identify prevalent cardiovascular, neurosensory, endocrine, and oncological medical surgical conditions affecting the adult and gerian and utilize the nursing process to assist in developing a plan of care for selected medical-surgical conditions. (3 lecture hours per week). Corequisite: VNSG 1661. [CIP 51.3901]

VNSG 1420 Anatomy & Physiology for Allied Health (4 credits)

Introduction to the normal structure and function of the body including the neuroendocrine, integumentary, musculoskeletal, digestive, urinary, reproductive, respiratory, and circulatory systems. Learning Outcomes: The student will identify the structure of each of the major body systems; describe the function of each of the major body systems; and discuss the interrelationship of systems in maintaining homeostasis. (4 lecture hours per week). [CIP 51.3901]

VNSG 1423 Basic Nursing Skills (4 credits)

Mastery of entry level nursing skills and competencies for a variety of health care settings. Utilization of the nursing process as the foundation for all nursing interventions. Lab required. Learning Outcomes: The student will demonstrate competency in basic nursing skills; identify the steps in the nursing process and how each relates to nursing care; and discuss the delivery of basic nursing skills in a variety of health care setting. (3 lecture and 4 laboratory hours per week). Corequisite: VNSG 1160. [CIP 51.3901]

VNSG 1660 Clinical - Practical Nurse II (6 credits)

A health related work-based experience that enables the student to apply specialized occupation theory skills, and conepts. Specific detailed learning objectives are developed for each course by the faculty. On-site clinical instruction, supervision, evaluation, and placement is the responsibility of the college faculty. Clinical experiences are unpaid external learning experience. Learning Outcomes: As outlined in the learning plan, the student will apply the theory, concepts, and skills involving specialized materials, equipment, procedure, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the particular occupation and the business/industry, and demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, communicating in the applicable language of the occupation and the business or industry. (24 clinical hours per week). Corequisites: VNSG 1330 and VNSG 1334. [CIP 51.3901].

VNSG 1661 Clinical - Practical Nurse III (6 credits)

A health related work-based experience that enables the studetn to apply specialized occupation

theory skills and conepts. Specific detailed learning objectives are developed for each course by the faculty. On-site clinical instruction, supervision, evaluation, and placement is the responsibility of the college faculty. Clinical experiences are unpaid external learning experience. Learning Outcomes: As outlined in the learning plan, the student will apply the theory, concepts, and skills involving specialized materials, equipment, procedure, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the particular occupation and the business/industry, and demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, communicating in the applicable language of the occupation and the business or industry. (24 clinical hours per week). Corequisites: VNSG 1329 and VNSG 1332. [CIP 51.3901]

Nutrition—

Sally Durand, Department Chariperson

HECO 1322

Nutrition & Diet Therapy S Deeds eld

* The classroom course is only offered in the fall Semester. The internet course is offered both fall and spring semesters.

(3 credits)

Study of the chemical, physical, and sensory properties of food; nutritional quality; and food use and diet applications. (3 lecture hours per week). Prerequisite: BIOL 2401. **[CIP19.0501.5109]**

Office Administration-

Dianna Smith, Department Chairperson Crystal Price

It is the responsibility of all students taking Office Administration internet course(s) to contact their instructor(s) by the third class day through MyBlackboard.

Students are required to use the same text books and software version used by the Office Administration Department. This allows students to locate correct assignments and examples. Internet students have access to the computer labs in D211 when space is available.

ACNT 1303 Introduction to Accounting I (3 credits)

A study of analyzing, classifying, and recording business transactions in a manual and computerized environment. Emphasis on understanding the complete accounting cycle and preparing financial statements, bank reconciliations, and payroll. (3 lecture and 1 laboratory hours per week).

[CIP 52.0302]

ACNT 1311 1311 1319 1318 Ups

Introduction to Computerized Accounting (3 credits)

Introduction to utililizing the computer and maintaining accounting records, making management decisions, and processing common business applications with primary emphasis on a general ledger package. (2 lecture and 3 laboratory hours per week). Prerequisite: ACNT 1303. [CIP 52.0302]

HITT 1305 Medical Terminology I (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.(2 lecture and 3 lab hours per week). [CIP 51.0707]

POFI 1301 Computer Applications I (3 credits) For Non-OFAD Majors

Overview of computer office applications including current terminology and technology. Introduction to computer hardware, software applications, and procedures. (3 lecture and 1 lab hour per week) [CIP 52.0407]

POFI 1401 Computer Applications I For OFAD & MGMT Majors (4 credits)

Overview of computer office applications including current terminology and technology. Introduction to computer hardware, software applications, and procedures. Prerequisite POFT 1329 or POFT 1429 (3 lecture and 3 lab hours per week) [CIP 52.0407]

POFI 1449 Spreadsheets (4 credits)

Spreadsheet software for business applications. Prerequisite: POFI 1301 or POFI 1401 or departmental approval. (3 lecture and 3 lab hours per week) [CIP 52.0407]

POFI 2301 Word Processing (3 credits)

Word processing software focusing on business applications. Prerequisite: POFI 1301 or POFI 1401. (2 lecture and 3 lab hours per week).

[CIP 52.0407]

POFI 2350 Databases (Access) (3 credits)

In-depth instruction of database applications. Prerequisite: POFI 1301 or POFI 1401. (2 lecture and 3 lab hours per week).

[CIP 52.0407]

POFI 2401 Word Processing (4 credits)

Word processing software focusing on business

applications. Prerequisite: POFT 1329 or POFT 1429. (3 lecture and 3 lab hours per week). [CIP 52.0407]

POFL1305 Legal Terminology (3 credits)

This course presents an overview of the areas of law and legal professions, including spelling, pronunciation, and definition of legal terms. (2 lecture and 3 lab hours per week).). [CIP 22.0301]

POFM 1317 Medical Administrative Support (3 credits)

Instruction in medical office procedures including appointment scheduling, medical records creation and maintenance, telephone communications, coding, billing collecting, and third party reimbursement. Prerequisite: Computer Literacy required. (2 lecture and 3 lab hours per week). [CIP 51.0716]

POFT 1301 Business English (3 credits)

Introduction to a practical application of basic language usage skills with emphasis on fundamentals of writing and editing for business. (2 lecture and 3 lab hours per week). [CIP 52.0501]

POFT 1309 Administrative Office Procedures I (3 credits)

Study of current office procedures, duties, and responsibilities applicable to an office environment. (2 lecture and 3 lab hours per week) [CIP 52.0401]

POFT 1329 Beginning Keyboarding I (3 credits) For Non-OFAD Majors

Skill development keyboarding techniques. Emphasis on development of acceptable speed and accuracy levels and formatiing basic documents. (3 lecture and 1 lab hours per week) [CIP 52.0408]

POFT 1382, 2382, 2383 Cooperative Education - Office Occupations and Clerical Services (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. (1 lecture and 20 lab hours per week) [CIP 52.0408]

POFT 1319 Records & Information Management I (3 credits)

Introduction to basic records information management filing systems including manual and electronic filing. (2 lecture and 3 lab hours per week). [CIP 52.0401]

POFT 1419

Records & Information Management I (4 credits)

Introduction to basic records information management filing systems including manual and electronic filing. (3 lecture and 3 lab hours per week). [CIP 52.0401]

POFT 1425 Business Math & Machine Applications

(4 credits)

Business Math problem-solving skills using office technology. (3 lecture and 3 lab hours per week). [CIP 52.0408]

POFT 1429 Beginning Keyboarding II

Skill development keyboarding techniques. Emphasis on development of acceptable speed and accuracy levels and formatting basic documents. (3 lecture and 3 lab hours per week). [CIP 52.0408]

POFT 2401 Intermediate Keyboarding (4 credits)

A continuation of keyboarding skills emphasizing acceptable speed and accuracy levels and formatting documents. Prerequisite: POFT 1429. (3 lecture and 3 lab hours per week). [CIP 52.0408]

Paralegal -

Karen Barnett, Department Chairperson

LGLA 1301 Legal Research & Writing (3 credits)

This course provides a working knowledge of fundamentals of effective legal research and writing. Topics include law library techniques, computer assisted legal research, briefs, and legal memoranda. (3 lecture hours per week). Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CIP 22.0302]

LGLA 1311 Introduction to Law (3 credits)

This course provides an overview of the law and the legal system. Topics include legal concepts, procedures, terminology and current issues in law. (3 lecture hours per week). Prerequisites: DIRW 0309 or ENGL 0309 & READ 0309. [CIP 22.0302]

LGLA 1342 Federal Civil Litigation (3 credits)

This course presents fundamental concepts and procedures of civil litigation with emphasis on the paralegal's role. Federal Civil Litigation covers litigation from the pre-trial stage to the post-trial phase. Federal law will be emphasized in this course. Prerequisites: DIRW 0309 or ENGL 0309 & READ 0309. [CIP 22.0302]

LGLA 1343 Bankruptcy (3 credits)

This course presents fundamental concepts of bankruptcy law and procedure with emphasis on the paralegal's role. Topics include individual and business liquidation and reorganization.

(3 lecture hours per week) [CIP 22.0302]

LGLA 1344 Texas Civil Litigation (3 credits)

This course presents fundamental concepts and procedures of civil litigation with emphasis on the paralegal's role. Texas Civil Litigation covers litigation from the pre-trial stage to the post-trial phase. State law will be emphasized in this course. Prerequisite: DIRW 0309 or ENGL 0309 & READ 0309. [CIP 22.0302]

LGLA 1351 Contract Law (3 credits)

This course presents fundamental concepts of contract law with emphasis on the paralegal's role. Topics include formation, performance, and enforcement of contracts under the common law and the Uniform Commercial Code. The student will learn to define and properly use contract law terminology; locate, describe and analyze sources of law relating to contract law; understand the ethical obligations of the paralegal and draft documents commonly used in contract law. (3 lecture hours per week). Prerequisites; DIRW 0309 or ENGL 0309 & READ 0309. [CIP 22.0302]

LGLA 1353 Wills, Trusts, and Probate Administration (3 credits)

This course presents fundamental concepts of the law of wills, trusts, and probate administration with emphasis on the paralegal's role. (3 lecture hours per week). Prerequisites; DIRW 0309 or ENGL 0309 & READ 0309. [CIP 22.0302]

LGLA 1355 Family Law (3 credits)

This course presents fundamental concepts of family law with emphasis on the paralegal's role. Topics include formal and informal marriages, divorce, annulment, marital property, and the parent-child relationship. (3 lecture hours per week). Prerequisites: DIRW 0309 or READ 0309. [CIP 22.0302]

LGLA 1380, LGLA 2381 Cooperative Education (Internship) - Paralegal (3 credits)

The objective of the cooperative education course is to combine the student's classroom learning with work experience. Students must contact the department chair well in advance of taking this course, to arrange a co-op (internship) site. Students should be aware that a co-op (internship) is typically an unpaid experience. (1 lecture & 20 lab hours per week Fall & Spring semester; 25 lab hours per week, Summer semester) Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CIP 22.0302]

LGLA 2303

Torts and Personal Injury law (3 credits)

This course presents fundamental concepts of tort law with emphasis on the paralegal's role. Topics include intentional torts, negligence, and strict liability. (3 lecture hours per week). Prerequisites: DIRW 0309 or ENGL 0309 & READ 0309. [CIP 22.0302]

LGLA 2305 Interviewing and Investigating (3 credits)

Study and development of paralegal skills of interviewing and investigating including communication skills, conducting client and witness interviews, preparation of witness statements, formulating a plan of investigation, techniques for locating persons, conducting investigations in public and private records, locating and working with experts, the rules of evidence as they relate to interviewing and investigating, proper handling of documents and other physical evidence, conducting formal discovery in civil and criminal proceedings and the ethical and professional responsibilities of the practitioner and legal assistant in interviewing and investigative work. (3 lecture hours per week) [CIP 22.0302]

LGLA 2311 Business Organizations (3 credits)

This course presents basic concepts of business organizations with emphasis on the paralegal's role. Topics include law of agency, sole proprietorships, forms of partnerships, corporations and other emerging business entities. The student will learn terminology related to business organizations, the formation and termination of businesses and how to draft documents related to business entities. (3 lecture hours per week) Prerequisites: DIRW 0309 or ENGL 0309 & READ 0309. [CIP 22.0302]

LGLA 2313 Criminal Law and Procedure (3 credits)

This course introduces the criminal justice system including procedures from arrest to final disposition, principles of federal and state law, and the preparation of pleadings and motions. (3 lecture hours per week.) Prerequisites: DIRW 0309 or ENGL 0309 & READ 0309. [CIP 22.0302]

LGLA 2323 Intellectual Property (3 credits)

This course presents the fundamentals of intellectual property law, including creation, procurement, preparation, and filing documents related to patents, copyrights, trademarks, and processes of intellectual property litigation with emphasis on the paralegal's role. (3 lecture hours per week) [CIP 22.0302]

Pharmacy Technician —

Rhonda Boone, Department Chairperson

PHRA 1205 Drug Classification (2 credits)

This course provides an introduction to the study of disease processes, pharmaceutical drugs abbreviations, classifications, dosages, actions in the body, and routes of administration. (2 lecture hours per week). [CIP 51.0805]

PHRA 1291 Special Topics for Pharmacy Technicians (2 credits)

Topics address recently identified current events, skills, knowledges, 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. (2 lecture hours per week). [CIP 51.0805]

PHRA 1301 Introduction to Pharmacy (3 credits)

This course provides an overview of the qualifications, operational guidelines, and job duties of a pharmacy technician. Topics include definitions of a pharmacy environment, the profile of a pharmacy technician, legal and ethical guidelines, job skills and duties, verbal and written communication skills, professional resources and safety techniques. (3 lecture hours per week). [CIP 51.0805]

PHRA 1304 Pharmacotherapy & Disease Process (3 credits)

A study of the disease state and therapeutic properties of drugs used in pharmaceutical therapy. (3 lecture hours per week). Prerequisites: PHRA 1301, PHRA 1309, PHRA 1441. [CIP 51.0805]

PHRA 1309 Pharmaceutical Mathematics I (3 credits)

This course includes reading, interpreting, and solving calculation problems encountered in the preparation and distribution of drugs. It will cover conversion of measurements within the apothecary, avoirdupois, and metric systems with emphasis on the metric system of weight and volume. Topics include ratio and proportion, percentage, dilution and concentration, milliequivalents, units, intravenous flow rates, and solving dosage problems. (3 lecture hours per week). [CIP 51.0805]

PHRA 1313 Community Pharmacy Practice (3 credits)

This course introduces the skills necessary to process, prepare, label, and maintain records of physicians' medication orders and prescriptions in a community pharmacy. It is designed to train individuals in supply, inventory, and data

entry. It also includes customer service, count and pour techniques, prescription calculations, drug selection and preparation, over-the-counter drugs, record keeping, stock level adjustment, data input, editing, and legal parameters. (2 lecture and 3 lab hours per week). [CIP 51.0805]

PHRA 1315 Pharmacy Terminology (3 credits)

This course provides a study of word origins and structure through the introduction of prefixes, suffixes, and root words as it relates to a pharmaceutical setting. It focuses on translation and recognition of commonly used pharmacy abbreviations. (3 lecture hours per week).

[CIP 51.0805]

PHRA 1349 Institutional Pharmacy Practice (3 credits)

This course is an exploration of the unique role and practice of pharmacy technicians in an institutional pharmacy with emphasis on daily pharmacy operation. Topics include hospital pharmacy organization, work flow and personnel, medical and pharmaceutical terminology, safety techniques, data entry, packaging and labeling operations, extemporaneous compounding, inpatient drug distribution systems, unit dose cart fills, quality assurance, drug storage, and inventory control. (2 lecture and 3 lab hours per week).

[CIP 51.0805]

PHRA 1441 Pharmacy Drug Therapy and Treatment (4 credits)

This course is the study of therapeutic agents, their classifications, properties, actions, and effects on the human body and their role in the management of disease. It provides detailed information regarding drug dosages, side effects, interactions, toxicities, and incompatibilities. (3 lecture and 2 lab hours per week). [CIP 51.0805]

PHRA 1445

Compounding, Sterile Preparations, & Aseptic Techniques (4 credits)

This course is a study of sterile products, legal and regulatory guidelines, hand washing techniques, pharmaceutical calculations, references, safety techniques, aseptic techniques in parenteral compounding, proper use of equipment, preparation of sterile products, and safe handling of antineoplastic drugs. (2 lecture and 4 lab hours per week). [CIP 51.0805]

PHRA 2362 Clinical - Pharmacy Technician (2 credits)

This course provides practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. (16 externship hours per week). Prerequisites: PHRA 1313. [CIP 51.0805]

Philosophy -

Christopher Chance, Department Chairperson Marjorie Nash

PHIL1301 Introduction to Philosophy (3 credits)

A survey course designed to introduce students to some of the more important problems in philosophy and with the methods used to deal with them. Readings from both ancient and modern philosophers will be included. (Three lecture hours per week) Prerequisite: DIRW 0310 or ENGL 0310 & READ 0310. [CB38.0101.5112]

PHIL 1304 Introduction to World Religions (3 credits)

A comparative study of various world religions including Judaism, Christianity, Islam, Hinduism, Buddhism, Confucianism and Taoism (Daoism), Sikhism, Jainism, and Shinto. (3 lecture hours per week) Prerequisite: DIRW 0310 or ENGL 0310 & READ 0310. [CB38.0201.5212]

PHIL 2303 Introduction to Logic (3 credits)

This course will explore the nature and methods of clear and critical thinking and correct reasoning such as deduction, induction, scientific reasoning and fallacies. (3 lecture hours per week). Prerequisite: DIRW 0310 or ENGL 0310 & READ 0310. [CB38.0101.5212]

PHIL 2306 Introduction to Ethics Introduction Intr

A philosophical reflection to the basic principles and applications of the moral life in traditional and contemporary views concerning the nature of goodness, happiness, duty and freedom. (3 lecture hours per week) Prerequisite: DIRW 0310 or ENGL 0310 & READ 0310. [CB38.0101.5312]

Physics -

Dora Devery, Department Chairperson Joseph Mills

ENGR 1201 Introduction to Engineering (2 credits)

An introduction to the engineering profession with emphasis on technical communication and team-based engineering design. (1 lecture hour & 3 lab hours per week) Prerequisite: MATH 1314 or equivalent academic preparation. [CIP 14.0101.5110]

PHYS 1301 Essentials of College Physics (3 credits)

This is a survey course for non-majors to study mechanics, heat, electricity, magnetism, light, and nuclear physics. **Note**: Some mechanical engineering programs will accept the course ENGR 1201 for transfer credit and as applicable to the engineering major, while others will accept

the course for transfer credit only. The student is advised to check with the school to which he or she wants to transfer for specific applicability of this course to the engineering major. (3 lecture hours per week) Prerequisite: MATH 0312 and DIRW 0310 or READ 0310. [CB 40.0801.5303]

PHYS 1401 College Physics I (4 credits)

This introductory course continues the study of mechanics, heat, electricity, magnetism, light, and nuclear physics. (3 lecture and 3 laboratory hours per week). Prerequisite: MATH 2412, DIRW 0310 or READ 0310. [CB40.0801.5303]

PHYS 1402 College Physics II (4 credits)

This introductory course continues the study of mechanics, heat, electricity, magnetism, light, and nuclear physics. (3 lecture and 3 laboratory hours per week). Prerequisite: PHYS 1401.

[CB40.0801.5303]

PHYS 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) [CB 40.0201.5103]

PHYS 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]

PHYS 2425 University Physics I (4 credits)

This course is designed primarily to meet the needs of the pre-engineering student or physics major. Problem solving techniques with the use of calculus re developed in the topics of vectors, kinematics, forces, work and energy, momentum, torque, angular momentum, simple harmonic motion, gravity, properties of solids and fluids, heat and thermodynamics. (3 lecture and 3 lab hours per week). Prerequisites: DIRW 0310 or READ 0310, and MATH 2413. [CB 40.0101.5403]

PHYS 2426 University Physics II (4 credits)

A continuation of PHYS 2425. The topics

covered are vibration and mechanical waves, sound electrostatics, electricity, dc and ac circuits, magnetism and electromagnetism, light, optics, lenses and mirrors, relativity and some quantum physics. (3 lecture and 3 lab hours per week). Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310, and PHYS 2425. [CB 40.0101.5703]

Polysomnography - Sleep Medicine

Georgette Goodwill, Department Chairperson Daniel Glaze, MD, Medical Director

HITT 1305 Medical Terminology I (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)

[CIP 51.0707]

HPRS 1304 Basic Health Profession Skills (3 credits)

A study of the concepts that serve as the foundation for health profession courses, including client care and safety issues, basic client monitoring, and health documentation methods. (2 lecture and 2 lab hours per week). [CIP 51.0000]

PSGT 1205 Neurophysiology of Sleep (2 credits)

This course is an introduction to the history of sleep medicine and the different stages of sleep. Emphasis is on associated wave patterns and collection and utilization of sleep histories. Requires departmental approval. (2 lecture hours per week) [CIP 51.0903]

PSGT 1260 Polysomnography Clinical I 2 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. (12 clinical hours per week) Prerequisite: PSGT-1400. [CIP 51.0903]

PSGT 1291 Special Topics in Polysomnography (2 credit)

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the field of polysomnography and relevant to the professional development of the student. (2 lecture hours per week). Prerequisite: PSGT 2411. [CIP 51.0903]

PSGT 1310 Neuroanatomy and Physiology (3 credits)

This course is a study of the anatomy of the human central nervous system. The student will also

be introduced to cardiopulmonary structures and function as well as ECG interpretation. Requires departmental approval. (3 lecture hours per week) [CIP 51.0903]

PSGT 1400 Polysomnography I (4 credits)

This course is designed to provide both didactic and laboratory training for entry-level personnel in the basics of polysomnographic technology. Students will become familiar with terminology, instrumentation setup and calibration, patient safety and infection control, recording and monitoring techniques, documentation, professional issues, and patient-technologist interactions related to polysomnography technology. Requires departmental approval. (2 lecture and 5 lab hours per week).

[CIP 51.0903] AND JEROSTOPINE DESCRIPTION

PSGT 1440 Sleep Disorders (4 credits)

A discussion of disorders that affect sleep including insomnias, circadian rhythm disorders, narcolepsy, sleep disordered breathing, movement and neuromuscular disorders, and medical and psychiatric disorders. Requires departmental approval. (3 lecture and 2 lab hours per week) [CIP 51.0903]

PSGT 2205 Sleep Scoring & Staging (2 credits)

This course provides the student with the skill to score and stage sleep studies: prepare comprehensive sleep records; identify effects of medication, age, gender, sleep/wake schedules and sleep habits and other relevant factors. Evaluate pertinent parameters in sleep disorder studies. Prerequisite: PSGT 1400. (4 lab hours per week) [CIP 51.0903]

PSGT 2250 Infant and Pediatric Polysomnography (2 credit)

This course is an introduction to the sleep patterns of the infant and pediatric population. the student will be provided with opportunities to perform a pediatric study. (2 lecture hours per week). Prerequisite: PSGT 2411. [CIP 51.0903]

PSGT 2411 Polysomnography II (4 credits)

Development of skills for sleep scoring and staging. Consideration of medication effects, age, gender, sleep/wake schedules, changes in sleep habits, and other pertinent factors. Students will evaluate parameters such as total record time, total sleep time, sleep efficiency, total wake time, wake after sleep onset, wake after sleep offset, sleep latency, REM latency, stage 1-3, REM sleep, awakenings, arousals, EEG, sleep disordered breathing, leg movements, and cardiac patterns. (2 lecture and 5 lab hours). Prerequisite: PSGT 1400. [CIP 51.0903]

PSGT 2660

Polysomnography Clinical II

This course provides the student with patient contact in a sleep lab. The student will have the opportunity to observe, perform (under supervision), and evaluate sleep studies. (24 clinical hours per week) Prerequisite: PSGT 1260, Corequisite: PSGT 2411. [CIP 51.0903]

PSGT 2661 Polysomnography Clinical III (6 credits)

This course provides the student with patient contact in a sleep lab. The student will have the opportunity to observe, perform (under supervision), and evaluate sleep studies. (24 clinical hours per week) Prerequisite: PSGT 2660. [CIP 51.0903]

Process Technology—

Curtis Crabtree, Department Chairperson

CTEC 1401 Applied Petrochemical Technology (Physics) (4 credits)

This course teaches students the basic principles of physics and their application in process facilities. Included are: fundamental units of measurement related to length, time, mass, pressure, temperature, flow, and level. The properties of solids, liquids, gases, and flowing fluids are reviewed with emphasis placed on how these properties relate to the operation of process equipment. Students are introduced to the gas laws, principles of heat transfer, sensible and latent heat electricity and magnetism. (3 lecture hours, 2 lab hours per week). [CIP 410301]

CTEC 2480 Cooperative Education - Process Technology (4 credits)

An intermediate or advanced course with lecture and work-based instruction that helps students gain practical experience in the discipline, enhance skills, and integrate knowledge. This course may be substituted for PTAC 1454. Indirect supervision is provided by the work supervisor while the lecture is provided by the college faculty or by other individuals under the supervision of the educational institution. Cooperative education is a paid company intership learning experience. Availability of this course depends on available positions in the industry. (1 lecture hour, 21 co-op hours per week). (See syllabus for prerequisites.) [CIP 410301]

PTAC 1302 Introduction to Process Technology (3 credits)

An introduction to process operations in refineries and chemical plants. The course includes: industry terminology, process technician duties, responsibilities, equipment, and expectations; plant organizations; review of applied mathematics; applied physics; applied chemistry; plant process and utility systems; maintenance expectations for

process technicians; communication skills; quality statistics, economics, and problem solving. A discussion of physical and mental requirements of the process technician, family, and career considerations is included. (3 lecture hours, 1 lab hour per week). [CIP 410301]

PTAC 1308 Safety, Health, and Environment in the Process Industry (3 credits)

This course focuses on the fire triangle, firefighting for process technicians; hazards of air, steam, water, electricity, light hydrocarbons, operating hazards, properties of hazardous materials, personal protective equipment, engineering and administrative controls, testing equipment; and regulatory review—Federal, state, local. (3 lecture hours, 1 lab hour per week) [CIP 410301]

PTAC 1332 Process Instrumentation I (3 credits)

This course introduces the student to the varied instruments and instrument systems employed in the refining and chemical industry. It includes primary variables: flow, temperature, pressure, level; analyzers, piping and instrument symbology and diagrams, hardware, control fired equipment, separation equipment; troubleshooting. (3 lecture hours, 1 lab hour per week) [CIP 410301]

PTAC 1410 Process Technology I (Equipment) (4 credits)

This course reviews the fundamentals and operating considerations of process equipment and processes including: valves, piping, vessels, positive displacement and centrifugal pumps, positive displacement and centrifugal compressors, steam turbines, motors, and heat transfer. This course develops theory as well as mechanics of plant equipment. Prerequisite: PTAC 1302. (3 lecture hours, 2 lab hours per week) [CIP 410301]

PTAC 1454 And administration of the second s

This course examines the types of processes employed in petroleum refining and chemical operations. Included are crude distillation, coking, fluid catalytic cracking, hydrocracking, desulfurization, reforming, alkylation, polymerization, treating, olefin production, and many other common processes. (3 lecture hours, 2 lab hours per week) Prerequisite: PTAC 2420. [CIP 410301]

PTAC 2314 Quality (including SPC and Economics) (3 credits)

Students are taught advanced quality techniques employed by industry to remain competitive in today's global economy. The widespread use of statistical techniques is stressed. Students learn principles of data handling, plotting, flow charting, histograms, standard deviation, control charts, cause and effect diagrams, etc. Principles of economics, as they affect unit, plant and corporate realizations are explored to give the student a foundation in the factors which affect business

profitability. Team activities are a fundamental part of this course. This course is only offered on-line via MyBlackboard. Access to high-speed Internet is recommended. (2 lecture hours, 2 lab hours per week) [CIP410301]

PTAC 2420 Process Technology II (Systems) (4 credits)

This course reviews the unit operations employed in the refining and chemical industry including: distillation; absorption; adsorption; reactions; refrigeration; cooling systems, utilities, and auxiliary systems. (3 lecture hours, 2 lab hours per week) Prerequisite: PTAC 1410. [CIP410301]

PTAC 2436 Process Instrumentation II (4 credits)

This course prepares students to recognize and understand instrumentation and controls as applied to process operations. Process control systems for basic unit operations such as furnace/boiler firing, distillation, and reactors are described and explained with actual instrument-operations including manual, auto, proportional, integral, derivative modes. Feedback and feed forward control systems, cascade, split range, ratio control systems are covered. Process analyzers, computer, and programmable logic controllers are described. (3 lecture hours, 2 lab hours per week) Prerequisites: PTAC 1332. [CIP410301]

PTAC 2438 Process Technology III (Operations) (4 credits)

This course will review process plant operations with emphasis on the elements of effective operations, routine technician duties, startups, shutdowns, emergency and non-routine operations, procedure writing, team and communications skills, process economic considerations, and commissioning new and revamped process facilities. Students work with operating process model and tour the college cogen/refrigeration facility. (3 lecture hours, 2 lab hours per week) Prerequisites: PTAC 1332 & 2420. [CIP410301]

PTAC 2446 Process Troubleshooting (4 credits)

This course introduces students to different types of troubleshooting techniques and describes how these methods are used to solve problems in various process operations. Teams of students are given field problems which they approach from both a technical and practical viewpoint. The text includes specific problems which are presented in a comprehensive and easy to understand style. (3 lecture hours, 2 lab hours per week) Prerequisite: PTAC 2420 [CIP410301]

SCIT 1414 Applied General Chemistry (4 credits)

Industrial chemistry introduces students to the fundamentals of chemistry, particularly as they apply to process system operations. Topics covered include atomic structure, elements, compounds, mixtures, equations, material balances, inorganic

and organic process reactions. Particular emphasis is placed on hydrocarbon chemistry-the many families that are found in crude oil and natural gas. Included are typical process reactions such as alkylation, hydrogenation, polymerization, olefins production, etc. (3 lecture hours, 3 lab hours per week) [CIP400501]

TECM 1303 Technical Calculations (3 credits)

Specific mathematical calculations required by business and industry; Includes whole numbers, fractions, mixed numbers, decimals, percents, ratios, and proportions. Also covers converting to different units of measure (standard and/or metric). Solve business/industry problems using addition, subtraction, multiplication, and division; convert between whole numbers, fractions, mixed numbers, and decimals; perform calculations involving percents, ratios, and proportions; and convert numbers to different units of measurement (standard and/or metric). (3 lecture and 2 laboratory hours per week) [CIP27.0301]

Psychology —

Traci Elliott, Department Chairperson Tonya Reid Creel, Nancey Lobb, Jean Raniseski

PSYC 1300 Learning Strategies (3 credits)

This course provides an introduction to basic learning theories and strategies. Emphasis will be placed on identifying individual learning styles and developing the necessary skills for college success. (3 lecture hours per week). Prerequisites: NCBR 0200 & NCBW 0100. [CB42.2701.5125]

PSYC 2301 General Psychology (3 credits)

This course gives students a broad overview of the field and introduces them to fundamental theories of behavior. Emphasis will be placed on experimental research; cognitive, social and emotional development; neuroscience; sensation and perception; motivation; and identity. (3 lecture hours per week) Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CB42.0101.5125]

PSYC 2306 Human Sexuality (3 credits)

This course involves the study of psychological, sociological, and physiological aspects of human sexuality. (3 lecture hours per week) Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CB 42.0101.5325]

PSYC 2307 Adolescent Psychology (3 credits)

This course explores physical, cognitive, social, and emotional factors that impact adolescent development. Emphasis will be placed on the transition between adolescence

and early adulthood. (3 lecture hours per week) Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CB42.2703.5125]

PSYC 2308 Child Growth and Development (3 credits)

This course explores physical, cognitive, social, and emotional development from conception through middle childhood. Emphasis will be placed on factors which influence children's growth and development. (3 lecture hours per week) Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CB42.2703.5125]

PSYC 2314 Life-Span Growth & Development (3 credits)

This course provides an overview of physical, cognitive, social, and emotional development from conception through death. Emphasis will be placed on factors that impact each stage of life. (3 lecture hours per week). Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CB42.2703.5125]

PSYC 2315 Psychology of Adjustment (3 credits)

This course is a study of the processes involved in adaptation of individuals to their personal and social environments. Emphasis will be placed on the principles of behavior which underlie positive and healthy adjustment to everyday life. (3 lecture hours per week) Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CB42.0101.5625]

PSYC 2316 Psychology of Personality (3 credits)

This course investigates complex determinants of personality. Emphasis will be placed on the main theories and assessments of personality. (3 lecture hours per week) Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CB42.0101.5725]

PSYC 2317 Statistical Methods in Psychology (3 credits)

This course introduces students to measurements and formulas psychologists use to explain human behavior. Emphasis will be placed on measures of central tendency and variability, statistical inference, correlation, and regression. (3 lecture hours per week) Prerequisites: PSYC 2301 and MATH 0311 or MATH 0312. [CB42.0101.5225]

PSYC 2319 Social Psychology (3 credits)

This course involves the study of individual behavior within the social environment. Emphasis will be placed on conformity, obedience, group influence, attitude formation and change, and interpersonal relationships. (3 lecture hours per week) Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CB42.2707.5125]

PSYC 2389

Academic Cooperative

(3 credits)

This course is an instructional program designed to integrate on-campus study with practical, hands-on experience in psychology. It may involve seminars, and individual projects with specific goals and objectives in the study of human behavior and/or social institutions. Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CB45.0101.5125]

Reading

Developmental Reading classes are now listed under Academic Foundations.

Respiratory Care

Diane Flatland, Department Chairperson Norma Lahart-Cloyd, Marby McKinney Luigi Terminella. MD, Medical Director

RSPT 1166

Practicum - Respiratory Care Therapist (1 credit)

This is an introductory course to the hospital setting. Students will be able to observe and perform the skills taught in adjoining courses. (8 laboratory per week) [CIP 51.0908]

RSPT 1191 Special Topics in Respiratory Care (Management) 1 credit

This course introduces the students to current issues facing the Profession of Respiratory Care. In addition the activities of the three major professional sponsors - the AARC, the NBRC and the Co ARC are discussed. Students will select current issues from the professional literature and develop presentations covering the topics

of accreditation, credentialing, management,

education, and clinical practice. (4 lab hours per week). [CIP 51.0908]

RSPT 1207

Cardiopulmonary Anatomy and Physiology (2 credits)

This course is designed to introduce the student to the physiology of the cardiovascular, renal, and pulmonary systems. The student also be comes acquainted with the terminology used in respiratory physiology. (2 lecture and 1 laboratory hour per week) Prerequisite: DIRW 0309 or READ 0309. [CIP51.0908]

RSPT 1266 Respiratory Care Practicum I (2 credit)

This course gives students the opportunity to perform and to demonstrate clinically the knowledge gained in parallel courses. Setups, operation, and troubleshooting involved with the more sophisticated equipment are also included. (16 laboratory hours per week) Requires departmental approval. [CIP51.0908]

RSPT 1267

Respiratory Care Practicum II (2 credits)

This course provides the student with the opportunity to apply skills necessary for managing and monitoring the patient-ventilator system in the intensive care setting. It includes attending physician rounds, presentation of patient assessments and respiratory care plan. (16 laboratory hours per week). Requires departmental approval. [CIP51.0908]

RSPT 1310

Respiratory Care Procedures I (3 credits)

An in-depth study of basic respiratory concepts, theories and techniques needed in the education of the polysomnography student. Application of these procedures are instructed and performed in the laboratory and in the clinical area under supervision. (2 lecture and 2 lab hours per week) [51.0908]

RSPT 1325

Respiratory Care Sciences (3 credits)

Provides an introduction to basic sciences and mathematics needed in respiratory care. Topics covered include scientific measurement, chemistry, basic math, physics, and computer applications. (3 lecture hours per week) Prerequisite: DIRW 0309 or READ 0309.

[CIP51.0908]

RSPT 1331

Respiratory Care Fundamentals II (3 credits)

Provides a foundation for the development of knowledge and skills for respiratory care including lung expansion therapy, postural drainage and percussion, artificial airways, manual resuscitation devices and suctioning. (2 lecture and 3 laboratory hours per week) Requires departmental approval. [CIP51.0908]

RSPT 1429 Respiratory Care Fundamentals I

(4 credits)

Provides a foundation for the development of knowledge and skills for respiratory care including history, medical terms/symbols, medical/legal, infection control, vital signs, physical assessment, medical gas therapy, oxygen analyzers, and humidify/aerosol therapy. Application of these procedures are performed in the laboratory under supervision. (3 lecture and 3 laboratory hours per week) Requires departmental approval. [CIP51.0908]

RSPT 2131

Clinical Simulations for Respiratory Care (1 credit)

The theory and history of clinical simulation examinations. Topics include the construction types, scoring, and mechanics of taking the exam along with practice in taking computerized simulations, and basic concepts of computer usage. (2 laboratory hours per week) Prerequisites: All previous respiratory care courses or permission of the Chairperson. [CIP51.0908]

RSPT 2135

Pediatric Advanced Life Support (1 credit)

A comprehensive course designed to develop the cognitive and psychomotor skills necessary for resuscitation of the infant and child. Strategies for preventing cardiopulmonary arrest and identification of high-risk infants and children will be presented. (3 laboratory hours per week) Requires departmental approval. [CIP51.0908]

RSPT 2166 Respiratory Care Practicum V

(1 credit)

This course is designed for the student to rotate through specialty areas including the pulmonary function laboratory, hyperbaric medicine, sleep studies, emergency room, bronchoscopy, intubation, and EKG rotations. (8 laboratory hours per week). Requires departmental approval. [CIP51.0908]

RSPT 2210

Cardiopulmonary Diseases I

(2 credits)

A discussion of pathogenesis, pathology, radiological diagnosis, history, prognosis, manifestations, treatment, and detection of cardiopulmonary diseases. (2 lecture and 1 laboratory hour per week) Requires departmental approval. [CIP51.0908]

RSPT 2239

Advanced Cardiac Life Support (2 credits)

A comprehensive course designed to develop the cognitive and psychomotor skills necessary for resuscitation of the adult. Strategies for managing and stabilizing the cardiopulmonary arrested patient will be included. Recognizing and interpreting EKG and their treatment, IV insertion and phlebotomy will be emphasized. (1 lecture and 4 laboratory hours per week) Requires departmental approval. [CIP51.0908]

RSPT 2266 Respiratory Care Practicum III (2 credits)

In this course the student applies all respiratory concepts related to patient care to demonstrate experience as a practicing therapist with the correlation of advanced clinical and technological concepts. (16 laboratory hours per week) Requires departmental approval. [CIP51.0908]

RSPT 2267 Respiratory Care Practicum IV

(2 credits)

This in-depth exposure to respiratory care and ventilator management with emphasis on neonatal and pediatric therapy. Case studies and follow-ups are presented. (16 laboratory hours per week) Requires departmental approval. [CIP51.0908]

RSPT 2305

Pulmonary Diagnostics (3 credits)

The theories and techniques involved in pulmonary function testing diagnostics with emphasis on blood gas theory and analysis, quality control,

oximetry, and capnography. (2 lecture and 3 laboratory hours per week) Requires departmental approval. [CIP51.0908]

RSPT 2310 Cardiopulmonary Disease II (3 credits)

This course is a continuation of cardiopulmonary diseases. (2 lecture and 2 laboratory hours per week) Requires departmental approval. [CIP51.0908]

RSPT 2314 Mechanical Ventilation II (3 credits)

This course is a continuation of mechanical ventilation designed to provide the student with the opportunity to set up, operate, and troubleshoot various volume ventilators on the market today. Emphasis will be placed on building skills needed to work with volume and pressure ventilators.(2 lecture and 2 laboratory hours per week) Requires departmental approval. [CIP51.0908]

RSPT 2317 Respiratory Care Pharmacology (3 credits)

A study of pharmacological principles/practices of drugs which affect the cardiopulmonary systems. Emphasis on classification, route of administration, dosages/calculations, and interaction of the autonomic nervous system. (3 lecture hours per week) Requires departmental approval. [CIP51.0908]

RSPT 2353

Neonatal/Pediatric Cardiopulmonary Care (3 credits)

This course explores the care of the pediatric patient with cardiopulmonary disease. Cardiopulmonary anatomy and physiology, fetal development, diseases, and equipment and therapeutic techniques used in treating these diseases are covered. (3 lecture hours per week) Requires departmental approval. [CIP51.0908]

RSPT 2355 Critical Care Monitoring and analysis of the Critical Care Monitoring and C

This course is designed to familiarize the student with techniques used clinically to assess a patient both subjectively and objectively. It also introduces the student to invasive monitoring systems used in the critical care setting such as Swan-Ganz catherization, CVP and arterial lines, intracranial pressure monitoring, chest drainage, and counterpulsation. (3 lecture hours per week) Requires departmental approval. [CIP51.0908]

RSPT 2414 Mechanical Ventilation I (4 credits)

Preparation to conduct the therapeutic procedures to achieve adequate, spontaneous, and artificial ventilation with emphasis on ventilator classification, methods, principles, and operational characteristics. Also included are the indications, complications, and physiologic effects/principles of mechanical ventilation. (3 lecture and 2 laboratory hours per week) Requires departmental approval. [CIP51.0908]

ROTC Air Force —

(Reserve Officer Training Corps)

Admissions & Academic Advising Office

AFSC 1201, 1202 Foundations of the USAF I, II (2 Credits) (1-1)

Overall roles and missions of the USAF; career fields available. Emphasis on military customs and courtesies, appearance standards, core values, written and personal communication. Introduction to American military history. (1 lecture and 2 lab hours per week) [CIP 28.0101.0099]

AFSC 2201, 2202 Evolution of Air Power I, II (2 credits) (1-1)

Key historical events and milestones in the development of air power as a primary instrument of United States national security. Core values and competencies of leaders in the United States Air Force. Tenets of leadership and ethics. (1 lecture and 2 lab hours per week) [CIP 28.0101.0099]

Sociology —

Traci Elliott, Department Chairperson Gerald Crane, Jean Raniseski

SOCI 1301 Introductory Sociology (3 credits)

This course presents a scientific examination of human social life, the unique social order of groups, and the products of living in society. Emphasis will be placed on social interaction patterns, group processes, and established institutions. (3 lecture hours per week) Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CB45.1101.51 25]

SOCI 1306 Social Problems (3 credits)

This course includes scientific examination of conditions that are disruptive to society today, those seen as problematic for society as a whole, and those that represent violations of the norms in society. Emphasis will be placed on population, poverty, social minorities, mass society, delinquency, crime, drugs, sexual deviance, disorganization of family, education, and religion. (3 lecture hours per week) Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CB45.1101.5225]

SOCI 2301 Marriage and the Family (3 credits)

This course is a sociological examination of marriage and family life. Emphasis will be placed on issues associated with courtship, mate selection, marriage adjustment, and parenting in modern American society. (3 lecture hours per week) Prerequisities: DIRW 0310 or ENGL 0310 & READ 0310. [CB45.1101.5425]

SOCI 2306 Human Sexuality (3 credits)

This course involves the study of psychological, sociological, and physiological aspects of human sexuality. (3 lecture hours per week). Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CB42.0101.5325]

SOCI 2319 Minority Studies (3 credits)

This course provides an introduction to multicultural and multi-ethnic diversity within the United States. Emphasis will be placed on the patterns of discrimination, prejudice, educational and healthcare disparities, and crime. (3 lecture hours per week) Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CB45.1101.53 25]

SOCI 2326 Social Psychology (3 credits)

This course involves the study of individual behavior within the social environment. Emphasis will be placed on conformity, obedience, group influence, attitude formation and change, and interpersonal relationships. (3 lecture hours per week) Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CB42.2707.5125]

SOCI 2336 Criminology (3 credits)

This course includes current theories and empirical research pertaining to crime and criminal behavior. Emphasis will be placed on its causes, methods of prevention, systems of punishment, and rehabilitation. (3 lecture hours per week) Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CB45.0401.5125]

SOCI 2340 Drug Use & Abuse (3 credits)

This course involves the study of the use and abuse of drugs in today's society. It will include physiological, sociological, and psychological factors. (3 lecture hours per week) Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CB51.1504.52 16]

SOCI 2389 Academic Cooperative (3 credits)

This course is part of an instructional program designed to integrate on-campus study with practical, hands-on experience in sociology. It may involve seminars and independent projects with specific goals and objectives for the study of human behavior and institutions. Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CB45.0101.5125]

Spanish —

Amalia D. Parra, Department Chairperson Saul Olivares

*Students from a Spanish speaking background and those with two or more recent years of high school Spanish are not eligible for beginning Spanish classes and should take the departmental online placement test on the departmental website to determine at which level to begin intermediate Spanish.

SPAN 1300 Beginning Spanish Conversation I* (3 credits)

This course provides basic practice in comprehension and production of spoken Spanish. (3 lecture hours per week). [CB16.0905.5413]

SPAN 1411 Beginning Spanish I* (4 credits)

This course provides basic Spanish language skills in listening, speaking, reading, and writing within a cultural framework. Students will acquire the vocabulary and grammatical structures necessary to communicate and comprehend at the beginner level. (3 lecture and 2 laboratory hours per week). [CB16.0909.5113]

SPAN 1412 Beginning Spanish II* (4 credits)

This course provides continued development of basic Spanish language skills in listening, speaking, reading, and writing within a cultural framework. Students acquire the vocabulary and grammatical structures necessary to communicate and comprehend at a high beginner to low intermediate level. (3 lecture and 2 laboratory hours per week). Prerequisite: SPAN 1411 with grade C or higher or the departmental online placement test. [CB16.0909.5113]

SPAN 2289, 2389 Academic Cooperative (2, 3 credits)

This instructional program is designed to integrate on-campus study with practical hands-on experience. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of Spanish language and literature. (2 or 3 lecture hours and 12 or 20 practicum hours per week). Prerequisite: Departmental approval. [CB 24.0103.5212]

SPAN 2311 Intermediate Spanish I* (3 credits)

This course consolidates skills acquired at the introductory (beginning) level. It provides further development of proficiency in listening, speaking, reading and writing. It emphasizes comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world. (3 lecture and 1 hour per week). Prerequisite: SPAN 1412 with grade C or higher or the departmental online placement test. [CB16.0909.5213]

SPAN 2312 Intermediate Spanish II*

This course continues the consolidation of skills

acquired at the introductory (beginning) level. It provides further development of proficiency in listening, speaking, reading and writing. It emphasizes comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world. (3 lecture and 1 laboratory hours per week). Prerequisite: SPAN 2311 with grade C or higher or the departmental online placement test. [CB16.0909.5213]

SPAN 2313 Spanish for Native/Heritage Speakers I (3 credits)

This course builds upon existing oral proficiencies of heritage speakers of Spanish. It enhances proficiencies in the home-based language by developing a full range of registers including public speaking and formal written discourse. It emphasizes comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world. (3 lecture hours and 1 lab hour per week) Prerequisite: Departmental approval. [CB16.0909.5213]

SPAN 2315 Spanish for Native/Heritage Speakers II (3 credits)

This course builds upon existing oral proficiencies of heritage speakers of Spanish. It enhances proficiencies in the home-based language by developing a full range of registers including public speaking and formal written discourse. It emphasizes comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world. (3 lecture hours and 1 lab hour per week). Prerequisite: Departmental approval. [CB16.0909.5213]

Speech -

Earnest Burnett, Department Chairperson
Sara Mangat, Bill Waggoner

SPCH 1315 Public Speaking (3 credits)

This course concentrates on the methods of organization and the techniques of delivery of the platform speech, with emphasis on explanation and persuasion. The course includes a study of group methods of problem solving and parliamentary procedures. The student must have the approval of the department chairperson. (3 lecture hours per week). Prerequisite: DIRW 0310 or READ 0310. [CB23.1304.5312]

SPCH 1318 Interpersonal Communication (3 credits)

This course presents theory, examples, and participation in exercises in order to improve effective one-to-one and small group communication. (3 lecture hours per week). Prerequisites: DIRW 0310 or ENGL 0310 & READ 0310. [CB23.1304.5412]

SPCH 1321 Business Speaking (3-credits)

Theory and practice of communication as applied to business and professional situations. The course

will analyze trends in business communication and provide practical application of selected methods. (3 lecture hours per week). Prerequisite: DIRW 0310 or READ 0310. [CB23.1304.5212]

SPCH 2335

Argumentation and Debate.

(3 credits)

Theory and practice in argumentation and debate including analysis, reasoning, organization, strategy, and refutation. (3 lecture hours per week). Prerequisite: DIRW 0310 or READ 0310 [CB23.1304.5912]

SPCH 2341 Oral Interpretation (3 credits)

This course presents the study of platform interpretation of literature. The course emphasizes improvement in voice, pronunciation, and inunciation for interpreting lyric poetry, narrative prose and poetry, the descriptive essay monologue, and dramatic scenes. This course is particularly recommended for English and elementary majors. (3 lecture hours per week). Prerequisite: DIRW 0310 or READ 0310. [CB23.1304.5712]

Sports and Human Performance

Bonny Johnson, Department Chairperson Bryan Alexander, Don Childs, Gary Coffman, Loryn Johnson, Jason Schreiber

ACTIVITY COURSES 0 08 10 88 Up 11 10

Students are strongly advised to research the transferability of repeated course before enrollment. Any course in the ranges 1100-1150 and 2100-2150 are under [CB36.0108.5123]

PHED 1100, 1110 Individual and Dual Sports - Tennis (1 credit)

This course provides instruction and participation in tennis in order to develop the student's fitness, skills, knowledge, and appreciation.(3 laboratory hours per week).

PHED 1102, 1112 Individual and Dual Sports - Karate (1 credit)

This course provides instruction and participation in karate in order to develop the student's fitness, skills, knowledge, and appreciation. (3 laboratory hours per week).

PHED 1103, 1113 Individual and Dual Sports-Racquetball (1 credit)

This course provides instruction and participation in racquetball in order to develop the student's fitness, skills, knowledge, and appreciation. (3 laboratory hours per week).

PHED 1106, 1116 Individual and Dual Sports - Jogging (1 credit)

This course provides instruction and participation in jogging in order develop the student's fitness,

skills, knowledge, and appreciation. (3 laboratory hours per week).

PHED 1108, 1118 Individual and Dual Sports - Adaptive **Physical Activity** (1 credit)

This course is for students who, for medical reasons, need individual attention concerning their physical activity. Activities will be varied according to individual needs as determined by instructor, student, and student's physician. This course may be repeated once for credit. (3 laboratory hours per week).

PHED 1109, 1119 Individual and Dual Sports - Defensive Measures for Women (1 credit)

This course provides instruction and participation in the areas of crime victimization, basic defensive measures, firearms familiarization and related laws. (3 laboratory hours per week).

PHED 1120, 1121 Volleyball (1 credit)

This course consists of instruction and participation in both beginning and advanced volleyball. (3 laboratory hours per week).

PHED 1122, 1123, 2122, 2123 Physical Fitness and Weight Training (1 credit)

This course includes a study of basic fundamental skills and techniques of an overload, strength, and conditioning program. (3 laboratory hours per week)

PHED 1124, 1130

Fundamentals of Movement - Aerobic Dance

This course provides instruction and participation in aerobic dance, and it includes a brief study of the history and philosophy of the dance. (3 laboratory hours per week).

PHED 1132, 1133 Bowling (1 credit)

This course meets the needs of both the beginning and the advanced bowler. After a four-week instruction period, a class league forms with students receiving experience in league etiquette, procedures, scoring, etc. (3 laboratory hours per week).

PHED 1134, 1136 Aerobic Exercise

(1 credit)

This course consists of a planned program of exercise to provide a condition of fitness and figure improvement through increased cardiovascular activity and large muscle exercise. (3 laboratory hours per week).

PHED 1135, 1137 Hi-Lo/Step/Cardio Dance

This course consists of a planned program that utilizes Hi-Lo Aerobics, Step Aerobics and Cardio-Dance in an effort to provide improvement in

overall aerobic fitness through increased cardio respiratory activity and large muscle exercise. (3 laboratory hours per week).

PHED 1138, 1148, 2138, 2148 Fitness Walking

(1 credit)

This course provides instruction and participation in powerwalking in order to develop the student's fitness, skills, knowledge, and appreciation of the sport. (3 laboratory hours per week)

PHED 1139, 1149

Golf

(1 credit)

This course provides instruction and participation in golf in order to develop the student's fitness, skills, knowledge, and appreciation of the sport. (3 laboratory hours per week)

PHED 1140, 2140 **Pilates**

(1 credit)

This course consists of a planned program that uses the Pilates method in an effort to improve the individual's core strength. This unique method of body conditioning will strengthen and tone muscles, improve posture and provide better flexibility and balance.(3 laboratory hours per

PHED 1145 Horsemanship (1 credit)

This course is for students who are interested in learning more about the art of riding, handling, training and caring for horses. (3 lab hours per

PHED 1146, 2146

Cardio Kickboxing - Individual and Dual Sports (1 credit)

This course provides instruction and participation in kickboxing in order to develop the student's fitness skills, knowledge and appreciation (3 laboratory hours per week).

PHED 1147, 1157 Basketball and the second seco

(1 credit)

This course consists of instruction and participation in both beginning and advanced basketball. (3 laboratory hours per week).

PHED 1150, 2150

Individual and Dual Sports - Fitness & Wellness

This course provides instruction and participation in a complete lifetime fitness program to achieve total well being. (3 laboratory hours per week).

PHED 1151

Individual and Dual Sports - Scuba Diving (1 credit)

This course provides instruction and participation in scuba diving in order to develop the student's fitness, skills, knowledge, and appreciation. (3 laboratory hours per week). {CB36.0108.5423}

PHED 1152

Individual and Dual Sports

- Advanced Scuba Diving (1 credit)

This course provides instruction and participation in advanced scuba diving in order to develop the student's fitness, skills, knowledge, and appreciation. (3 laboratory hours per week). [CB36.0108.5423]

PHED 2108, PHED 2109 Stretch, Tone and Sculpt

(1 credit)

This course consists of a planned program of toning and conditioning exercises that incorporate resistance in an effort to improve muscular strength, endurance and flexibility. (3 laboratory hours per week).

PHED 2110, 2111 **Boot Camp** (1 credit)

Boot camp fitness workouts include, but are not limited to, cardiovascular conditioning, speed, endurance, partner resistance, and different types of strength training. This course also includes fitness group challenges, kickboxing, medicine ball drills, obstacle course, and other core strength training. All activities are structured so that you can choose the appropriate intensity for your fitness level. (3 laboratory hours per week).

PHED 2113, 2115

Dance

(1 credit)

Ballroom - This course includes the basic steps for popular European, Latin, and American ballroom dances. The history of ballroom dance and the relationships between dance styles and other cultures are also studied. (3 laboratory hours per week).

Hip Hop - This course provides instruction and participation in hip hop, and also includes a brief study of the history and philosophy of dance. (3 laboratory hours per week).

Jazz - This course provides instruction and participation in jazz and also includes a brief study of the history and philosophy of dance. (3 laboratory hours per week).

Latin Club Dance - This course provides instruction and participation in learning Salsa patterns, Bachata Merengue, Cha Cha, Rumba, and Mambo as well as exploring the music and rhythm of each dance. (3 laboratory hours per week).

ADVANCED SPORTS

[Each course may be repeated once each, for a maximum total of 4 credits for each sport.]

PHED 2100, 2101, 2117, 2118 Advanced Baseball (1 credit each)

These courses are for advanced baseball players. (3 laboratory hours per week).

PHED 2102, 2103, 2119, 2120 Advanced Fast-Pitch Softball (1 credit each)

These courses are for advanced fast-pitch softball players. (3 laboratory hours per week).

THEORY COURSES

PHED 1301

Introduction to Physical Fitness & Sport (3 credits)

Designed for professional orientation in sports and human performances, health, and recreation, and includes a brief history and study of the philosophy and modern trends of health and human performance, teacher qualification, vocational opportunities, and skill testing. (3 lecture hours per week). [CB31.0501.5223]

PHED 1304 Personal Community Health I (3 credits)

This course investigates the principles of practices in relation to personal and community health. (3 lecture hours per week). [CB51.1504.5116]

PHED 1305 Personal Community Health II (3 credits)

This course investigates the principles of practices in relation to personal and community health. (3 lecture hours per week). [CB51.1504.5116]

PHED 1306 First Aid (3 credits)

Theory and practice used in the standard and advanced courses of the American Red Cross in first aid and home and farm safety. (3 lecture hours per week). Prerequisite: DIRW 0309 or READ 0309. [CB51.1504.5316]

PHED 1308 Sports Officiating I (3 credits)

This course provides instruction in rules, interpretation, and mechanics of officiating selected sports. (3 lecture hours per week). Prerequisite: DIRW 0309 or READ 0309. [CB31.0101.5123]

PHED 1309 Sports Officiating II (3 credits)

This course provides instruction in rules, interpretation, and mechanics of officiating selected sports. (3 lecture hours per week). Prerequisite: DIRW 0309 or READ 0309. [CB31.0101.5123]

PHED 1321

Coaching/Sports/Athletics I (3 credits)

This course explores the history, theories, philosophies, rules, and terminology of competitive sports. (3 lecture hours per week). [CB31.0505.5123]

PHED 1322

Coaching/Sports/Athletics II (3 credits)

This course explores the history, theories,

philosophies, rules, and terminology of competitive sports. (3 lecture hours per week). [CB31.0505.5123]

PHED 1338

Concepts of Physical Fitness

(3 credits)

Concepts and use of selected physiological variables of fitness, individual testing and consultation, and the organization of sports and fitness programs. (3 lecture & 3 lab hours per week) Prerequisite: DIRW 0309 or READ 0309 [CB 31.0101.5123]

PHED 1346 Drug Use and Abuse (3 credits)

A study of the use and abuse of drugs in today's society. Emphasizes the physiological, sociological and psychological factors. (3 lecture hours per week). [CB51.1504.5216]



Spring 2013 Student Ambassadors. L to R, top row: Brady Hudson, Michael Cox, Zach Gruetzner. Bottom Row: Reagan Huber, Kelly VanGelder, Alexis Greene, Rachel Herring, Krista Weaver, Kinsey Vasquez, Miranda Mejstedt. estimated and data based on sizercame operation. Toolising

Texas Department of Criminal Justice (TDCJ)

Alvin Community College has conducted educational programs for the Texas Department of Criminal Justice since 1965. In addition to the Associate of General Liberal Arts and Associate of Applied Science degrees, technical Certificate of Completion Programs are offered.

Associate of Applied Science Degree Programs

Computer Technology Culinary Arts Industrial Design

Certificate Programs* (Courses offered only at the Texas Department of Criminal Justice)

Automotive Technology Computer Technology Culinary Arts Industrial Design

These certificate programs are designed to provide skills which enable the student to be placed in entry-level employment within a chosen specialty.

Automotive Technology

David Garza

All AUMT courses are under [CIP 47.0604]

AUMT 1310 Automotive Brake Systems (3 credits)

Operation and repair of drum/disc type brake systems. Topics include brake theory, diagnosis, and repair of power, manual, anti-lock brake systems, and parking brakes. (1 lecture and 4 laboratory hours per week)

AUMT 1405 Introduction to Automotive Technology (4 credits)

An introduction to the automotive industry including automotive history, safety practices, shop equipment and tools, vehicle subsystems, service publications, professional responsibilities, and basic automotive maintenance (2 lecture and 5 laboratory hours per week)

AUMT 1407 Automotive Electrical Systems (4 credits)

An overview of automotive electrical systems including topics in operational theory, testing, diagnosis, and repair of charging and starting systems, and electrical accessories. Emphasis on electrical principles schematic diagrams, and service manuals. (2 lecture and 5 laboratory hours per week)

AUMT 1419 Automotive Engine Repair (4 credits)

Fundamentals of engine operation, diagnosis and repair. Emphasis on identification, inspection, measurements, disassembly, repair, and reassembly of the engine. (2 lecture and 5 laboratory hours per week)

AUMT 1445

Automotive Climate Control Systems (4 credits)

Diagnosis and repair of manual/electronic climate

control systems; includes the refrigeration cycle and EPA guidelines for refrigerant handling. (2 lecture and 7 laboratory hours per week)

AUMT 2328

Automotive Service

(3 credits)

Mastery of automotive service including competencies covered in related courses.
(1 lecture and 7 laboratory hours per week)

AUMT 2417

Automotive Engine Performance Analysis I (4 credits)

Theory, operation, diagnosis of drivability concerns, and repair ignition and fuel delivery systems. Use of current engine performance diagnostic equipment. (2 lecture and 6 laboratory hours per week)

Computer Technology

Michael Smith

COSC 1401

Microcomputer Applications (4 credits)

Overview of computer systems—hardware, operating systems, and microcomputer application software, including the Internet, word processing, spreadsheets, presentation graphics, and databases. Current issues such as the effect of computers on society, and the history and use of computers in business, educational, and other modern settings are also studied. This course is not intended to count toward a sltudent's major field of study in business or computer science. (3 lecture and 3 lab hours per week). Prerequisite: DIRW 0309 or READ 0309. [CIP 11.0101.5107]

COSC 1437 Programming Fundamentals II - C++

(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. (3 lecture and 3 lab hours per week) Prerequisite: NCBM 0200. Corequisite: BCIS 1405 or COSC 1401 or 1415. [CIP 11.0201.5607]

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 lab hours per week). Prerequisite: COSC 1420 or 1437 or ITSE 1407. [CIP 11.0201.5307]

IMED 2415 Web Design II (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]

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 of external devices; optimization and customization; and deployment of application, with hand-onexperience. (2 lecture and 2 laboratory hours per week) [CIP 11.0901]

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). [CIP 11.1002]

ITNW 1358 Network+

(3 credits)

Assists individuals in preparing for the Computing Technology Industry Association (Comp TIA) Network + certification exam and career as a network professional. (2 lecture plus 2 lab hours per week) [CIP 11.0901]

ITSC 1305 Introduction to PC Operating Systems

(3 credits)

Introduction to personal computer operating systems including installation, configuration, file management, memory and storage management, control of peripheral devices, and use of utilities. (2 lecture and 2 laboratory hours per week) [CIP 11.0101]

ITSC 1325 Personal Computer Hardware (3 credits)

Current personal computer hardware including assembly, upgrading, setup, configuration, and troubleshooting. (2 lecture and 2 laboratory hours per week) [CIP 47.0104]

ITSC 1401 Introduction to Computers (4 credits)

This course contains an overview of computer concepts, computer vocabulary and microcomputer applications. The course requires the use of a microcomputer. Prerequisite: DIRW 0310 or ENGL 0310 & READ 0310. (3 lecture and 4 laboratory hours per week) [CIP 11.0101]

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 [CIP 11.0201]

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. [CIP 11.0802]

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). [CIP 11.0201]

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). [CIP 11.0201]

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). [CIP11.0201]

Culinary Arts

Rosemary Bowen

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. (2 lecture hours per week). [CIP 12.0503]

CHEF 1301 Basic Food Preparation

(3 Credits)

A study of the fundamental principles of food preparation and cookery to include Brigade System, cooking techniques, material handling, heat transfer, sanitation, safety, nutrition, and professionalism. (2 lecture and 3 lab hours per week) [CIP12.0503]

CHEF 1302

Principles of Health 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. (2 lecture and 3 lab hours per week) [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. (3 lecture hours per week). [CIP 12.0503]

CHEF 1310

Garde Manger (3 Credits)

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

CHEF 1365

Practicum

(3 Credits)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. (21 practicum hours per week) [CIP 12.0503]

CHEF 1400

Professional Cooking and Meal Service (4 Credits)

Technical aspects of food preparation in the commercial kitchen. This will be accomplished by preparing and serving meals according to a production schedule. Emphasis on team work, professionalism, guest relations and table service. (2 lecture and 4 lab hours per week) [CIP12.0503]

CHEF 1440

Meat Preparation and Cooking (4 Credits)

Study of the preparation, storage, and cooking techniques for beef, pork, lamb, poultry, seafood, and game. Includes moist heat and dry heat preparation methods as related to both classical and modern methods of preparation of dishes. (3 lecture and 3 lab hours per week) [CIP12.0503]

CHEF 1464

Practicum

(4 Credits)

Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. (28 practicum hours per week) [CIP 12.0503]

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. (2 lecture and 3 lab hours per week). [CIP 12.0503]

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. Prerequisite: CHEF 1301 (2 lecture and 3 lab hours per week). [CIP 12.0503]

IFWA 1210

Nutrition and Menu Planning

(2 Credits)

Application of principles of nutrition in planning menus for the food service industry. (2 lecture hours per week) [CIP 12.0508]

IFWA 1305

Food Service Equipment & Planning (3 credits)

A study of various types of food service equipment and the planning of equipment layout for product flow and efficient operation. (3 lecture hours per week). [CIP 12.0508]

IFWA 1527 Food Preparation II

(5 Credits)

Continuation of the fundamental principles of food preparation. Emphasis on preparation of food items such as meats, poultry and fish. (2 lecture and 4 lab hours per week) [CIP 12.0508]

IFWA 2446

Quantity Procedures

(4 Credits)

Exploration of the theory and application of quantity procedures for the operation of commercial, institutional, and industrial food services. Emphasis on quantity cookery and distribution. (4 lecture hours per week) [CIP 12.0508]

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. (1 lecture and 4 lab hours per week). [CIP12.0501]

Industrial Design

Raymond Salinas

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. Prerequisites DFTG 2419 (2 lecture and 6 laboratory hours per week) [CIP 04.0901]

DFTG 1405

Technical Drafting

(4 credits)

Introduction to the principles of drafting to include terminology and fundamentals, including size and shape descriptions, projection methods, geometric construction, sections, and auxiliary views. (2 lecture and 6 lab hours per week) [CIP 15.1301]

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 predfined shapes; placing, rotating, and scaling objects, adding text and dimension, using layers. coordinate systems, and plot/print to scale. (2 lecture and 6 lab hours per week) [CIP 15.1302]

DFTG 1433 Mechanical Drafting

(4 credits)

Study of mechanical drawings using dimensioning and tolerances, sectioning techniques, orthographic projection, and pictorial drawings. Prerequisite: DFTG 2419. (2 lecture and 6 laboratory hours per week) [CIP 15.1306]

DFTG 2417 Descriptive Geometry

(4 credits)

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. (2 lecture and 6 laboratory hours per week) [CIP 15.1301]

DFTG 2419

Intermediate Computer-Aided Drafting (4 credits)

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. (2 lecture and 6 lab hours per week). [CIP 15.1302]

DFTG 2423 Pipe Drafting

(4 credits)

A study of pipe fittings, symbols, specifications and their applications to a piping process system. Creation of symbols and their usage in flow diagrams, plans, elevations, and isometrics. (2 lecture and 6 lab hours per week) [CIP 15.1302]

DFTG 2428

Architectural Drafting-Commercial (4 credits)

Architectural drafting procedures, practices, governing codes, terms and symbols including the preparation of detailed working drawings for a commercial building, with emphasis on commercial construction methods. (2 lecture and 6 lab hours per week) [CIP 15.1303]

Solid Modeling/Design (4 credits)

A computer-aided modeling course. Development of three-dimensional drawings and models from engineering sketches and orthographic drawings and utilization of three-dimensional models in design work. (2 lecture and 6 lab hours per week) [CIP 15.1302]

ENTC 1423

Strength of Materials

(3 credits)

Introduces the relationship between externally applied forces and internally induced stresses and the resulting deformations in structural members. (2 lecture and 6 laboratory hours per week) [CIP

TECM 1317 Technical Trigonometry

(3 credits)

Triangular measurements and calculations used in technical/industrial applications. (2 lecture and 2 laboratory hours per week) [CIP 27.0301]

Continuing Education Workforce Development

PURPOSE

The Continuing Education Workforce Development Department, located in Building H on the main campus of Alvin Community College, provides job training and educational opportunities in several categories: Workforce Training Programs, GED; Corporate/Customized Training; Youth Enrichment; Senior Adults; & Special Interest.

GENERAL INFORMATION

The Alvin Community College Board of Regents establishes tuition and fees for noncredit classes. For more information concerning the Continuing Education Workforce Development Department and our course offerings please call 281-756-3787 or visit us online at www.alvincollege.edu/cewd. Day and evening classes are offered. Check the current schedule for specific times and locations. Those who have program and course ideas should contact the office of the Dean of Continuing Education/Workforce Development at 281-756-3789.

Workforce Training Program

HEALTH & MEDICAL

Providing top-quality training for individuals wanting to enter the medical field or those needing continuing education units for maintaining their professional licenses. Specific areas regularly offered are listed below. Call 281-756-3787.

Aesthetic Laser Technician Certified Nursing Assistant Clinical Medical Assistant

CPR

Dental Assistant Massage Therapy

Medical Administrative Assistant

Medication Administration

Medical Coding & Billing

Non-Certified Radiological Technician

Medical Transcription Editor

Phlebotomy

Physical Therapy Aide

Re-Entry Nurse Update, (Nurse Refresher Course)

INFORMATION TECHNOLOGY

Growing changes in the computer and information technology field makes computer skills a must in today's job market. Courses can be customized to meet specific software needs. The IT program offers the following courses. Call 281-756-3904 for information.

Introduction to Computers
Computer Fundamentals

Computer Job Skills Program

MS Access

MS Excel

MS Outlook
MS PowerPoint

MS Project

MS Word

QuickBooks

and much more

INDUSTRIAL TRAINING

Welding - regular classes are offered for those entering or re-entering the welding field. Training is available in other industrial technology areas on an as needed basis.

CNC/Machining - From layout and benchwork to manual milling and turning to CNC skills for Mills and Lathes you will get hands on experience in our state of the art machine shop lab and CNC simulator lab.

Commercial Truck Driving - Classes and hands on training designed to prepare the student to take the Commercial Driver's License exam.

FOREIGN LANGUAGE

Online foreign language classes are available for conversational or specific occupational needs. Call 281-756-3787 for additional information.

ONLINE COURSES

Online courses provide a vast selection of high-quality programs. Some of the most innovative and well received e-learning solutions are available. There are online solutions for continuing education, workforce development, career skills training, certificate programs and personal enrichment courses.

REAL ESTATE

Pre-licensing courses are offered for the following professional license online:

Real Estate Appraiser Real Estate Salesperson Professional Inspector

Call 281-756-3994 for more information.

BANKING

Continuing Education and Workforce Development now offers a variety of trainings that can help you get started or move up in the banking industry.

Bank Teller Training Financial Operations Financial Lending

Call 281-756-3994 for more information.

CORPORATE TRAINING

The Continuing Education Workforce Development Department of Alvin Community College will respond to the specific needs of local business and industry in the area of Workforce Development. The Corporate Training staff will respond efficiently and customize the training to meet your companies' needs through a strong network of consultants and trainers. Call 281-756-3907 for more information. We can provide a full range of Training Development services including, but not limited to:

Training needs analysis Competency modeling Skill assessment Soft Skills training Technical skill training Business Computer Skills

Life Long Learning

Youth

A variety of educational opportunities are offered for the youth of the community. Summer classes are offered through Busy Bodies Kids College for children through the 6th grade. Call 281-756-3729 for more information.

Year round activities include Karate ages 5+.

SENIOR ADULTS

Alvin Community College Education and Senior Services (ACCESS) for individuals 50 years of age and over, offers many courses, activities, and trips. Participants can attend monthly meetings with guest presenters and entertainment. Call the ACCESS office at 281-756-3729 for more information.

SPECIAL INTEREST

Community & personal enrichment opportunities are offered throughout the year. Call 281-756-3787 for more information. Suggestions for additional offerings are welcomed!

Some regular offerings include: Concealed Handgun License Concealed Handgun Renewal Dance Classes Motorcycle Safety Physical Fitness

GED (GENERAL EDUCATIONAL DEVELOPMENT)

PREPARE FOR GED TESTING BY ENROLLING IN AN ADULT EDUCATION CLASS AT ACC. CHOOSE A DAY OR NIGHT CLASS TO PREPARE FOR FIVE SECTIONS OF THE TEST — WRITING, SOCIAL STUDIES, SCIENCE, READING, AND MATH. CLASSES ARE USUALLY AVAILABLE YEAR ROUND.

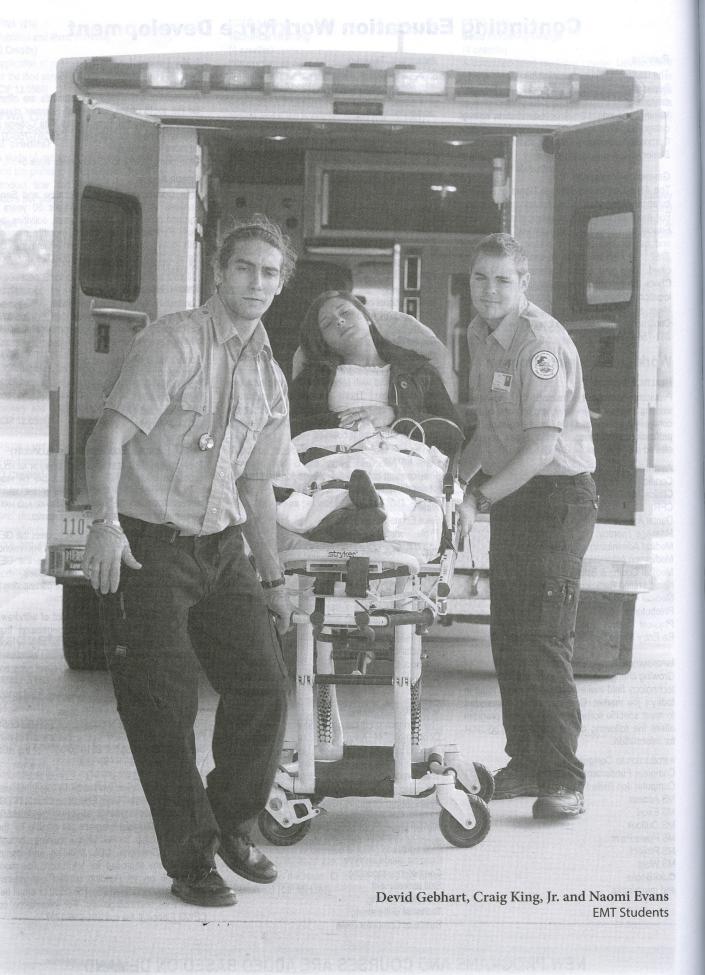
The GED class prepares students to pass the GED exam in order to earn the high school equivalency diploma. Although students may take the GED exam without GED preparation classes, most students score significantly higher by participating in the individualized instructional program.

Students under 18 must have proof of withdrawal from public school and written permission from a parent or guardian. Before class begins, both student and parent must sign a written enrollment contract to ensure compliance with class rules and campus regulations.

Sixteen-year-olds are accepted only when they are court-ordered to attend a GED class.

For information on GED classes, call 281-756-3554. For information on GED testing, call the Enrollment Service Center (ESC) at 281-756-3531 or the ACC Testing Center at 281-756-3526.

Continuing Education Workforce Development can apply for the Texas Public Education Grant (TPEG) and alternative loans if eligible. The Welding and CNC/ Machinist program are eligible for the WIA scholarship for workforce training through Workforce Solutions. CDL, Welding and Dental Assisting are approved for VA funds. For more information on VA Funding contact our veteran advisor Toby Herzog at 281-756-3530 or email her at therzog@alvincollege.edu. For information on CEWD Financial Aid call 281-756-3787.



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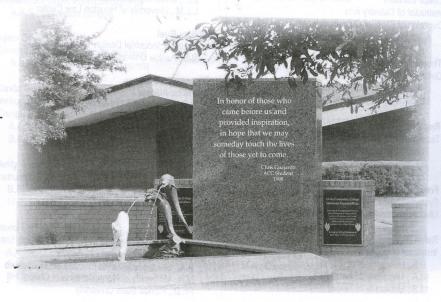
Dean of Financial & Administrative Services, Emeritus

Gerald Skidmore

Dean of Instruction, Student & Community Services,

In Memoriam

The Alvin Community College memorial fountain is dedicated to all who have influenced the lives of others through service to the college.



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Thirty Lacy

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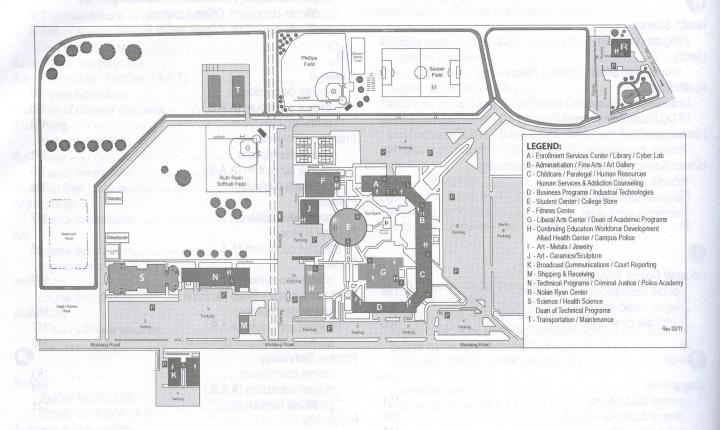
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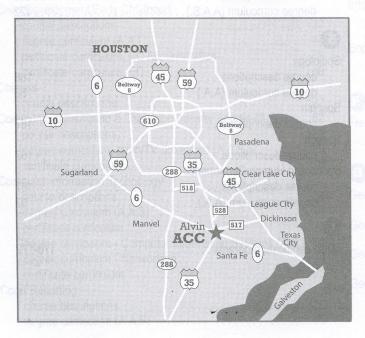
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CAMPUS MAP





How to Reach Alvin Community College Main Campus

Alvin Community College is located 25 miles south of Houston and 30 miles north of Galveston on Hwy. 35 ByPass in Alvin, Texas.

From Houston: Hwy. 35 south; or take I-45 south to Webster, then west on FM 528 to Hwy. 35 ByPass; or Hwy 288 south to Manvel, then east on Hwy. 6 to Hwy. 35 ByPass.

From Galveston: Hwy. 6 to reach Hwy. 35 ByPass, from Angleton and points south, use Hwy. 35.



ALVIN COMMUNITY COLLEGE

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