

# **CURRICULUM COURSE DESCRIPTIONS**

**The following section contains descriptions of courses offered by Vance-Granville Community College.**

The following example explains each component of the course description.

<u>1</u>	<u>2</u>			
<b>ACC 120***</b>	<b>Principles of Financial Accounting</b>	<b>3</b>	<b>2</b>	<b>0 4</b>
<u>3</u> Prerequisites: Local, DMA 010, DMA 020, DMA 030, and DRE 098 Corequisites: None				
<u>4</u> Course Offering Availability: Fall				
<u>5</u> This course introduces business decision-making accounting information systems. Emphasis is placed on analyzing, summarizing, reporting and interpreting financial information. Upon completion, students should be able to prepare financial statements, understand the role of financial information in decision-making and address ethical considerations. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement. This course is also available through the Virtual Learning Community (VLC).</i>				

- 1 -- Course prefix, course number, course title
- 2 -- Number of hours in class, lab, work experience/clinical each week and the number of hours the course is worth upon successful completion.
- 3 -- Prerequisites: Course or courses that must be successfully completed prior to registering for this course.  
Corequisites: Course or courses that must be completed before or taken at the same time of this course.
- 4 -- Course Offering Availability per semester:  
Ex. Fall, Spring, Summer, or at discretion of Dean
- 5 -- Course description: What the course is about and what you can expect to learn from the course.

**NCCCS Crosswalk for DMA Modules:**  
 MAT 060 = DMA 010, DMA 020, DMA 030  
 MAT 070 = DMA 040, DMA 050  
 MAT 080 = DMA 060, DMA 070, DMA 080

**NCCCS Crosswalk DRE Modules:**  
 RED 080 & ENG 080 or ENG 085/085A = DRE 097  
 RED 090 & ENG 090 or ENG 095/095A = DRE 098

Courses that are marked with the indicated number of asterisks below are part of the Comprehensive Articulation Agreement and are considered transferable to the sixteen constituent institutions of the University of North Carolina. Courses not marked with an asterisk are generally those in an Associate in Applied Science degree program and are not considered as transferable to four-year institutions.

- \* **Universal General Education Transfer Component (UGETC) Courses**
- \*\* **General Education Courses**
- \*\*\* **Premajor/Elective Courses**

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>ACA 111</b>	<b>College Student Success</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer					
This course introduces the college's physical, academic, and social environment and promotes the personal development essential for success. Topics include campus facilities and resources; policies, procedures, and programs; study skills; and life management issues such as health, self-esteem, motivation, goal-setting, diversity, and communication. Upon completion, students should be able to function effectively within the college environment to meet their educational objectives. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>ACA 115</b>	<b>Success &amp; Study Skills</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer					
This course provides an orientation to the campus resources and academic skills necessary to achieve educational objectives. Emphasis is placed on an exploration of facilities and services, study skills, library skills, self-assessment, wellness, goal-setting, and critical thinking. Upon completion, students should be able to manage their learning experiences to successfully meet educational goals. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>ACA 122***</b>	<b>College Transfer Success</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer					
This course provides information and strategies necessary to develop clear academic and professional goals beyond the community college experience. Topics include the CAA, college policies and culture, career exploration, gathering information on senior institutions, strategic planning, critical thinking, and communications skills for a successful academic transition. Upon completion, students should be able to develop an academic plan to transition successfully to senior institutions. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>ACC 120***</b>	<b>Principles of Financial Accounting</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
Prerequisites: Local, Take All: DMA 010, DMA 020, DMA 030, <b>and</b> DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course introduces business decision-making accounting information systems. Emphasis is placed on analyzing, summarizing, reporting and interpreting financial information. Upon completion, students should be able to prepare financial statements, understand the role of financial information in decision-making and address ethical considerations. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>ACC 121***</b>	<b>Principles of Managerial Accounting</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
Prerequisites: State, ACC 120***					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer					
This course includes a greater emphasis on managerial and cost accounting skills. Emphasis is placed on managerial accounting concepts for external and internal analysis, reporting and decision-making. Upon completion, students should be able to analyze and interpret transactions relating to managerial concepts, including product-costing systems. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement. This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>ACC 129</b>	<b>Individual Income Taxes</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces the relevant laws governing individual income taxation. Topics include tax law, electronic research and methodologies, and the use of technology for preparation of individual income tax returns. Upon completion, students should be able to analyze basic tax scenarios, research applicable tax law, and complete various individual tax forms. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>ACC 130</b>	<b>Business Income Taxes</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, ACC 129					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the relevant laws governing business and fiduciary income taxes. Topics include tax law relating to business organizations, electronic research and methodologies, and the use of technology for the preparation of business tax returns. Upon completion, students should be able to analyze basic tax scenarios, research applicable tax law, and complete various business tax forms. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>ACC 140</b>	<b>Payroll Accounting</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites: State, ACC 120***					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course covers federal and state laws pertaining to wages, payroll taxes, payroll tax forms, and journal and general ledger transactions. Emphasis is placed on computing wages; calculating social security, income, and unemployment taxes; preparing appropriate payroll tax forms; and journalizing/posting transactions. Upon completion, students should be able to analyze data, make appropriate computations, complete forms, and prepare accounting entries using appropriate technology. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>ACC 150</b>	<b>Accounting Software Application</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites: State, ACC 120***					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course introduces microcomputer applications related to accounting systems. Topics include general ledger, accounts receivable, accounts payable, inventory, payroll, and correcting, adjusting, and closing entries. Upon completion, students should be able to use a computer accounting package to solve accounting problems. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>ACC 220</b>	<b>Intermediate Accounting I</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
Prerequisites: State, ACC 120*** Local, ACC 121***					
Corequisites: None					
Course Offering Availability: Fall					
This course is a continuation of the study of accounting principles with in-depth coverage of theoretical concepts and financial statements. Topics include generally accepted accounting principles and extensive analysis of balance sheet components. Upon completion, students should be able to demonstrate competence in the conceptual framework underlying financial accounting, including the application of financial standards. <i>This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>ACC 221</b>	<b>Intermediate Accounting II</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
Prerequisites: State, ACC 220					
Corequisites: None					
Course Offering Availability: Spring					
This course is a continuation of ACC 220. Emphasis is placed on special problems which may include leases, bonds, investments, ratio analyses, present value applications, accounting changes, and corrections. Upon completion, students should be able to demonstrate an understanding of the principles involved and display an analytical problem-solving ability for the topics covered.					
<b>ACC 225</b>	<b>Cost Accounting</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, ACC 121***					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course introduces the nature and purposes of cost accounting as an information system for planning and control. Topics include direct materials, direct labor, factory overhead, process, job order, and standard cost systems. Upon completion, students should be able to demonstrate an understanding of the principles involved and display an analytical problem-solving ability for the topics covered. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>ACC 269</b>	<b>Audit &amp; Assurance Services</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, ACC 220					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces selected topics pertaining to the objectives, theory and practices in engagements providing auditing and other assurance services. Topics include planning, conducting and reporting, with emphasis on the related professional ethics and standards. Upon completion, students should be able to demonstrate an understanding of the types of professional services, the related professional standards, and engagement methodology.					
<b>AHR 110</b>	<b>Intro to Refrigeration</b>	<b>2</b>	<b>6</b>	<b>0</b>	<b>5</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the basic refrigeration process used in mechanical refrigeration and air conditioning systems. Topics include terminology, safety, and identification and function of components; refrigeration cycle; and tools and instrumentation used in mechanical refrigeration systems. Upon completion, students should be able to identify refrigeration systems and components, explain the refrigeration process, and use the tools and instrumentation of the trade.					
<b>AHR 111</b>	<b>HVACR Electricity</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces electricity as it applies to HVACR equipment. Emphasis is placed on power sources, interaction of electrical components, wiring of simple circuits, and the use of electrical test equipment. Upon completion, students should be able to demonstrate good wiring practices and the ability to read simple wiring diagrams.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>AHR 112</b>	<b>Heating Technology</b>	<b>2</b>	<b>4</b>	<b>0</b>	<b>4</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course covers the fundamentals of heating including oil, gas, and electric heating systems. Topics include safety, tools and instrumentation, system operating characteristics, installation techniques, efficiency testing, electrical power, and control systems. Upon completion, students should be able to explain the basic oil, gas, and electrical heating systems and describe the major components of a heating system.					
<b>AHR 113</b>	<b>Comfort Cooling</b>	<b>2</b>	<b>4</b>	<b>0</b>	<b>4</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course covers the installation procedures, system operations, and maintenance of residential and light commercial comfort cooling systems. Topics include terminology, component operation, and testing and repair of equipment used to control and produce assured comfort levels. Upon completion, students should be able to use psychrometrics, manufacturer specifications, and test instruments to determine proper system operation.					
<b>AHR 114</b>	<b>Heat Pump Technology</b>	<b>2</b>	<b>4</b>	<b>0</b>	<b>4</b>
Prerequisites: State, Take One: AHR 110 or AHR 113					
Corequisites: None					
Course Offering Availability: Spring					
This course covers the principles of air source and water source heat pumps. Emphasis is placed on safety, modes of operation, defrost systems, refrigerant charging, and system performance. Upon completion, students should be able to understand and analyze system performance and perform routine service procedures.					
<b>AHR 115</b>	<b>Refrigeration Systems</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>2</b>
Prerequisites: State, AHR 110					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces refrigeration systems and applications. Topics include defrost methods, safety and operational control, refrigerant piping, refrigerant recovery and charging, and leak testing. Upon completion, students should be able to assist in installing and testing refrigeration systems and perform simple repairs.					
<b>AHR 130</b>	<b>HVAC Controls</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take One: AHR 111, ELC 111, or ELC 112					
Corequisites: None					
Course Offering Availability: Spring					
This course covers the types of controls found in residential and commercial comfort systems. Topics include electrical and electronic controls, control schematics and diagrams, test instruments, and analysis and troubleshooting of electrical systems. Upon completion, students should be able to diagnose and repair common residential and commercial comfort system controls.					
<b>AHR 133</b>	<b>HVAC Servicing</b>	<b>2</b>	<b>6</b>	<b>0</b>	<b>4</b>
Prerequisites: None					
Corequisites: State, Take One: AHR 112 or AHR 113					
Course Offering Availability: Summer					
The course covers the maintenance and servicing of HVAC equipment. Topics include testing, adjusting, maintaining, and troubleshooting HVAC equipment and record keeping. Upon completion, students should be able to adjust, maintain, and service HVAC equipment.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>AHR 160</b>	<b>Refrigerant Certification</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Summer					
This course covers the requirements for the EPA certification examinations. Topics include small appliances, high pressure systems, and low pressure systems. Upon completion, students should be able to demonstrate knowledge of refrigerants and be prepared for the EPA certification examinations.					
<b>AHR 180</b>	<b>HVACR Customer Relations</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Summer					
This course introduces common business and customer relation practices that may be encountered in HVACR. Topics include business practices, appearance of self and vehicle, ways of handling customer complaints, invoices, telephone communications, and warranties. Upon completion, students should be able to present themselves to customers in a professional manner, understand how the business operates, complete invoices, and handle complaints.					
<b>AHR 211</b>	<b>Residential System Design</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the principles and concepts of conventional residential heating and cooling system design. Topics include heating and cooling load estimating, basic psychrometrics, equipment selection, duct system selection, and system design. Upon completion, students should be able to design a basic residential heating and cooling system.					
<b>ALT 120</b>	<b>Renewable Energy Tech</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course provides an introduction to multiple technologies that allow for the production and conservation of energy from renewable sources. Topics include hydro-electric, wind power, passive and active solar energy, tidal energy, appropriate building techniques, and energy conservation methods. Upon completion, students should be able to demonstrate an understanding of renewable energy production and its impact on humans and their environment.					
<b>ART 111*</b>	<b>Art Appreciation</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer-at the discretion of the Dean					
This course introduces the origins and historical development of art. Emphasis is placed on the relationship of design principles to various art forms including but not limited to sculpture, painting, and architecture. Upon completion, students should be able to identify and analyze a variety of artistic styles, periods, and media. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>ART 113***</b>	<b>Art Methods and Materials</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, DRE 098				
Corequisites:	None				
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides an overview of media and techniques. Emphasis is placed on exploration and manipulation of materials. Upon completion, students should be able to demonstrate familiarity with a variety of methods, materials, and processes. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>ART 114*</b>	<b>Art History Survey I</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, DRE 098				
Corequisites:	None				
Course Offering Availability: Fall and at the discretion of the Dean					
This course covers the development of art forms from ancient times to the Renaissance. Emphasis is placed on content, terminology, design, and style. Upon completion, students should be able to demonstrate an historical understanding of art as a product reflective of human social development. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>ART 115*</b>	<b>Art History Survey II</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, DRE 098				
Corequisites:	None				
Course Offering Availability: Spring and at the discretion of the Dean.					
This course covers the development of art forms from the Renaissance to the present. Emphasis is placed on content, terminology, design, and style. Upon completion, students should be able to demonstrate an historical understanding of art as a product reflective of human social development. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>ART 117**</b>	<b>Non-Western Art History</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, DRE 098				
Corequisites:	None				
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces non-Western cultural perspectives. Emphasis is placed on, but not limited to, African, Oriental, and Oceanic art forms throughout history. Upon completion, students should be able to demonstrate an historical understanding of art as a product reflective of non-Western social and cultural development. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts.</i>					
<b>ART 121***</b>	<b>Two-Dimensional Design</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, DRE 098				
Corequisites:	None				
Course Offering Availability: Fall and at the discretion of the Dean					
This course introduces the elements and principles of design as applied to two-dimensional art. Emphasis is placed on the structural elements, the principles of visual organization, and the theories of color mixing and interaction. Upon completion, students should be able to understand and use critical and analytical approaches as they apply to two-dimensional visual art. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>ART 122***</b>	<b>Three-Dimensional Design</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Spring and at the discretion of the Dean					
This course introduces basic studio problems in three-dimensional visual design. Emphasis is placed on the structural elements and organizational principles as applied to mass and space. Upon completion, students should be able to apply three-dimensional design concepts. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>ART 131***</b>	<b>Drawing I</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall and at the discretion of the Dean					
This course introduces the language of drawing and the use of various drawing materials. Emphasis is placed on drawing techniques, media, and graphic principles. Upon completion, students should be able to demonstrate increased competence in the expressive use of graphic form and techniques. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>ART 132***</b>	<b>Drawing II</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>3</b>
Prerequisites: State, ART 131 Local, DRE 098					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course continues instruction in the language of drawing and the use of various materials. Emphasis is placed on experimentation in the use of drawing techniques, media, and graphic materials. Upon completion, students should be able to demonstrate competence in the use of graphic form and various drawing processes. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>ART 135***</b>	<b>Figure Drawing I</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>3</b>
Prerequisites: State, ART 131 Local, DRE 098					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces rendering the human figure with various drawing materials. Emphasis is placed on the use of the visual elements, anatomy, and proportion in the representation of the draped and undraped figure. Upon completion, students should be able to demonstrate competence in drawing the human figure. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>ART 240***</b>	<b>Painting I</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring and at the discretion of the Dean					
This course introduces the language of painting and the use of various painting materials. Emphasis is placed on the understanding and use of various painting techniques, media, and color principles. Upon completion, students should be able to demonstrate competence in the use of creative processes directed toward the development of expressive form. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>ART 241***</b>	<b>Painting II</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>3</b>
Prerequisites: State, ART 240 Local, DRE 098					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides a continuing investigation of the materials, processes, and techniques of painting. Emphasis is placed on the exploration of expressive content using a variety of creative processes. Upon completion, students should be able to demonstrate competence in the expanded use of form and variety. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>ART 264***</b>	<b>Digital Photography I</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces digital photographic equipment, theory and processes. Emphasis is placed on camera operation, composition, computer photo manipulation and creative expression. Upon completion, students should be able to successfully expose, digitally manipulate, and print a well-conceived composition. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>ATR 112</b>	<b>Intro to Automation</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the basic principles of automated systems and describes the tasks that technicians perform on the job. Topics include the history, development, and current applications of robots and automated systems including their configuration, operation, components, and controls. Upon completion, students should be able to understand the basic concepts of automation and robotic systems.					
<b>ATR 280</b>	<b>Robotic Fundamentals</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course covers application, programming, and maintenance fundamentals for robotic devices. Emphasis is placed on terminology, problem solving, robotic systems controls, and hands-on projects. Upon completion, students should be able to apply basic concepts in application, programming, and robotic control systems.					
<b>AUT 114</b>	<b>Safety and Emissions</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course covers the laws, procedures, and specifications needed to perform a North Carolina State Safety and Emissions inspection. Topics include brake, steering and suspension, lighting, horn, windshield wiper, tire, mirrors, and emission control devices inspection. Upon completion, students should be able to perform complete and thorough North Carolina State Safety and Emissions inspections.					
<b>AUT 114A</b>	<b>Safety and Emissions Lab</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>
Prerequisites: None					
Corequisites: State, AUT 114					
Course Offering Availability: Spring					
This course is an optional lab that allows students to enhance their understanding of North Carolina State Emissions Inspection failures. Topics include evaporative, positive crankcase ventilation, exhaust gas recirculation and exhaust emissions systems operation, including catalytic converter failure diagnosis. Upon completion, students should be able to employ diagnostic strategies to repair vehicle emissions failures resulting from North Carolina State Emissions inspection.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>AUT 116</b>	<b>Engine Repair</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course covers the theory, construction, inspection, diagnosis, and repair of internal combustion engines and related systems. Topics include fundamental operating principles of engines and diagnosis, inspection, adjustment, and repair of automotive engines using appropriate service information. Upon completion, students should be able to perform basic diagnosis, measurement and repair of automotive engines using appropriate tools, equipment, procedures, and service information.					
<b>AUT 116A</b>	<b>Engine Repair Lab</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>1</b>
Prerequisites: None					
Corequisites: State, AUT 116					
Course Offering Availability: Fall					
This course is an optional lab to be used as an alternative to co-op placement in meeting the NATEF standards for total hours. Topics include diagnosis, inspection, adjustment, and repair of automotive engines using appropriate service information. Upon completion, students should be able to perform basic diagnosis, measurement and repair of automotive engines using appropriate tools, equipment, procedures, and service information.					
<b>AUT 123</b>	<b>Powertrain Diagn &amp; Serv</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course covers the diagnosis, repair and service of the vehicle powertrain and related systems. Topics include fundamental operating principles of engines and transmissions and use of proper service procedures for diagnosis, service and removal and replacement of major components. Upon completion, students should be able to perform basic service and diagnosis of the powertrain and related systems, and to perform in vehicle repairs and remove and replace components.					
<b>AUT 141</b>	<b>Suspension &amp; Steering Systems</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course covers principles of operation, types, and diagnosis/repair of suspension and steering systems to include steering geometry. Topics include manual and power steering systems and standard and electronically controlled suspension and steering systems. Upon completion, students should be able to service and repair steering and suspension components, check and adjust alignment angles, repair tires, and balance wheels.					
<b>AUT 141A</b>	<b>Suspension &amp; Steering Lab</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>1</b>
Prerequisites: None					
Corequisites: State, AUT 141					
Course Offering Availability: Spring					
This course is an optional lab to be used as an alternative to co-op placement in meeting the NATEF standards for total hours. Topics include manual and power steering systems and standard and electronically controlled suspension and steering systems. Upon completion, students should be able to service and repair steering and suspension components, check and adjust alignment angles, repair tires, and balance wheels.					
<b>AUT 151</b>	<b>Brake Systems</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course covers principles of operation and types, diagnosis, service, and repair of brake systems. Topics include drum and disc brakes involving hydraulic, vacuum boost, hydra-boost, electrically powered boost, and anti-lock and parking brake systems. Upon completion, students should be able to diagnose, service, and repair various automotive braking systems.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>AUT 151A</b>	<b>Brakes Systems Lab</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>1</b>
Prerequisites: None					
Corequisites: State, AUT 151					
Course Offering Availability: Spring					
This course is an optional lab to be used as an alternative to co-op placement in meeting the NATEF standards for total hours. Topics include drum and disc brakes involving hydraulic, vacuum-boost, hydra-boost, electrically powered boost, and anti-lock, parking brake systems and emerging brake systems technologies. Upon completion, students should be able to diagnose, service, and repair various automotive braking systems.					
<b>AUT 163</b>	<b>Adv Auto Electricity</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: State, TRN 120					
Corequisites: None					
Course Offering Availability: Spring					
This course covers electronic theory, wiring diagrams, test equipment, and diagnosis, repair, and replacement of electronics, lighting, gauges, horn, wiper, accessories, and body modules. Topics include networking and module communication, circuit construction, wiring diagrams, circuit testing, and troubleshooting. Upon completion, students should be able to properly use wiring diagrams, diagnose, test, and repair wiring, lighting, gauges, accessories, modules, and electronic concerns.					
<b>AUT 163A</b>	<b>Adv Auto Electricity Lab</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>1</b>
Prerequisites: None					
Corequisites: State, AUT 163					
Course Offering Availability: Spring					
This course is an optional lab to be used as an alternative to co-op placement in meeting the NATEF standards for total hours. Topics include networking and module communication, circuit construction, wiring diagrams, circuit testing, troubleshooting and emerging electrical/electronic systems technologies. Upon completion, students should be able to properly use wiring diagrams, diagnose, test, and repair wiring, lighting, gauges, accessories, modules, and electronic concerns.					
<b>AUT 181</b>	<b>Engine Performance 1</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course covers the introduction, theory of operation, and basic diagnostic procedures required to restore engine performance to vehicles equipped with complex engine control systems. Topics include an overview of engine operation, ignition components and systems, fuel delivery, injection components and systems and emission control devices. Upon completion, students should be able to describe operation and diagnose/repair basic ignition, fuel and emission related driveability problems using appropriate test equipment/service information.					
<b>AUT 181A</b>	<b>Engine Performance 1 Lab</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>1</b>
Prerequisites: None					
Corequisites: State, AUT 181					
Course Offering Availability: Fall					
This course is an optional lab to be used as an alternative to co-op placement in meeting the NATEF standards for total hours. Topics include overviews of engine operation, ignition components and systems, fuel delivery, injection components and systems and emission control devices and emerging engine performance technologies. Upon completion, students should be able to describe operation and diagnose/repair basic ignition, fuel and emission related driveability problems using appropriate test equipment/service information.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>AUT 183</b>	<b>Engine Performance 2</b>	<b>2</b>	<b>6</b>	<b>0</b>	<b>4</b>
Prerequisites: State, AUT 181					
Corequisites: None					
Course Offering Availability: Fall					
This course covers study of the electronic engine control systems, the diagnostic process used to locate engine performance concerns, and procedures used to restore normal operation. Topics will include currently used fuels and fuel systems, exhaust gas analysis, emission control components and systems, OBD II (on-board diagnostics) and inter-related electrical/electronic systems. Upon completion, students should be able to diagnose and repair complex engine performance concerns using appropriate test equipment and service information.					
<b>AUT 212</b>	<b>Auto Shop Management</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers the principles of management essential to decision-making, communication, authority, and leadership. Topics include shop supervision, shop organization, customer relations, cost effectiveness and work place ethics. Upon completion, students should be able to describe basic automotive shop operation from a management standpoint.					
<b>AUT 221</b>	<b>Automatic Transm/Transaxles</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Summer					
This course covers operation, diagnosis, service, and repair of automatic transmissions/transaxles. Topics include hydraulic, pneumatic, mechanical, and electrical/electronic operation of automatic drive trains and the use of appropriate service tools and equipment. Upon completion, students should be able to explain operational theory and diagnose and repair automatic drive trains.					
<b>AUT 221A</b>	<b>Auto Transm/Transax Lab</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>1</b>
Prerequisites: None					
Corequisites: State, AUT 221					
Course Offering Availability: Summer					
This course is an optional lab to be used as an alternative to co-op placement in meeting the NATEF standards for total hours. Topics include hydraulic, pneumatic, mechanical, and electrical/electronic operation of automatic drive trains and the use of appropriate service tools and equipment. Upon completion, students should be able to diagnose and repair automatic drive trains.					
<b>AUT 231</b>	<b>Man Trans/Axles/Drtrains</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course covers the operation, diagnosis, and repair of manual transmissions/transaxles, clutches, driveshafts, axles, and final drives. Topics include theory of torque, power flow, and manual drive train service and repair using appropriate service information, tools, and equipment. Upon completion, students should be able to explain operational theory, diagnose and repair manual drive trains.					
<b>AUT 231A</b>	<b>Man Trans/Ax/Drtrains Lab</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>1</b>
Prerequisites: None					
Corequisites: State, AUT 231					
Course Offering Availability: Spring					
This course is an optional lab for the program that needs to meet NATEF hour standards but does not have a co-op component in the program. Topics include manual drive train diagnosis, service and repair using appropriate service information, tools, and equipment. Upon completion, students should be able to diagnose and repair manual drive trains.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>AUT 281</b>	<b>Adv Engine Performance</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course utilizes service information and specialized test equipment to diagnose and repair power train control systems. Topics include computerized ignition, fuel and emission systems, related diagnostic tools and equipment, data communication networks, and service information. Upon completion students should be able to perform diagnosis and repair.					
<b>BIO 110*</b>	<b>Principles of Biology</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course provides a survey of fundamental biological principles for non-science majors. Emphasis is placed on basic chemistry, cell biology, metabolism, genetics, evolution, ecology, diversity, and other related topics. Upon completion, students should be able to demonstrate increased knowledge and better understanding of biology as it applies to everyday life. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Natural Science. This is a Universal General Education Transfer Component (UGETC) course.</i>					
<b>BIO 111*</b>	<b>General Biology I</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the principles and concepts of biology. Emphasis is placed on basic biological chemistry, molecular and cellular biology, metabolism and energy transformation, genetics, evolution, and other related topics. Upon completion, students should be able to demonstrate understanding of life at the molecular and cellular levels. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Natural Science. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>BIO 112*</b>	<b>General Biology II</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites: State, BIO 111*					
Corequisites: None					
Course Offering Availability: Spring					
This course is a continuation of BIO 111. Emphasis is placed on organisms, evolution, biodiversity, plant and animal systems, ecology, and other related topics. Upon completion, students should be able to demonstrate comprehension of life at the organismal and ecological levels. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Natural Science. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>BIO 140**</b>	<b>Environmental Biology</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer					
This course introduces environmental processes and the influence of human activities upon them. Topics include ecological concepts, population growth, natural resources, and a focus on current environmental problems from scientific, social, political, and economic perspectives. Upon completion, students should be able to demonstrate an understanding of environmental interrelationships and of contemporary environmental issues. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Natural Science. This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>BIO 140A**</b>	<b>Environmental Biology Lab</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>1</b>
Prerequisites: None					
Corequisites: State, BIO 140**					
Course Offering Availability: Fall, Spring, Summer					
This course provides a laboratory component to complement BIO 140. Emphasis is paced on laboratory and field experience. Upon completion, students should be able to demonstrate a practical understanding of environmental interrelationships and of contemporary environmental issues. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Natural Science. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>BIO 155***</b>	<b>Nutrition</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course covers the biochemistry of foods and nutrients with consideration of the physiological effects of specialized diets for specific biological needs. Topics include cultural, religious, and economic factors that influence a person's acceptance of food as well as nutrient requirements of the various life stages. Upon completion, students should be able to identify the functions and sources of nutrients, the mechanisms of digestion and the nutritional requirements of all age groups. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>BIO 160</b>	<b>Introductory Life Science</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 097					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces scientific and biological concepts. Topics include basic chemistry, cell structure and function, cell division, basic genetic concepts, anatomical terminology, and metric-English measurements and conversions. Upon completion, students should be able to demonstrate an understanding of basic chemistry, cell biology, genetic concepts; anatomical terminology; and metric-English measurements and conversions.					
<b>BIO 163***</b>	<b>Basic Anat &amp; Physiology</b>	<b>4</b>	<b>2</b>	<b>0</b>	<b>5</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer					
This course provides a basic study of the structure and function of the human body. Topics include a basic study of the body systems as well as an introduction to homeostasis, cells, tissues, nutrition, acid-base balance, and electrolytes. Upon completion, students should be able to demonstrate a basic understanding of the fundamental principles of anatomy and physiology and their interrelationships. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>BIO 168***</b>	<b>Anatomy and Physiology I</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course provides a comprehensive study of the anatomy and physiology of the human body. Topics include body organization, homeostasis, cytology, histology, and the integumentary, skeletal, muscular, and nervous systems and special senses. Upon completion, students should be able to demonstrate an in-depth understanding of principles of anatomy and physiology and their interrelationships. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>BIO 169***</b>	<b>Anatomy and Physiology II</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites:	State, BIO 168***				
Corequisites:	None				
Course Offering Availability:	Spring, Summer				
This course provides a continuation of the comprehensive study of the anatomy and physiology of the human body. Topics include the endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary, and reproductive systems as well as metabolism, nutrition, acid-base balance, and fluid and electrolyte balance. Upon completion, students should be able to demonstrate an in-depth understanding of principles of anatomy and physiology and their interrelationships. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>BIO 175***</b>	<b>General Microbiology</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites:	State, Take One: BIO 110*, BIO 111*, BIO 163***, BIO 165, or BIO 168***;				
Corequisites:	Local, BIO 169*** (if BIO 168 is the applied State prerequisite)				
Course Offering Availability:	Fall, Spring, Summer				
This course covers principles of microbiology with emphasis on microorganisms and human disease. Topics include an overview of microbiology and aspects of medical microbiology, identification and control of pathogens, disease transmission, host resistance, and immunity. Upon completion, students should be able to demonstrate knowledge of microorganisms and the disease process as well as aseptic and sterile techniques. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>BIO 271***</b>	<b>Pathophysiology</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	State, Take One: BIO 163*** or BIO 169***				
Corequisites:	None				
Course Offering Availability:	Fall, Summer				
This course provides an in-depth study of human pathological processes and their effects on homeostasis. Emphasis is placed on interrelationships among organ systems in deviations from homeostasis. Upon completion, students should be able to demonstrate a detailed knowledge of pathophysiology. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>BIO 275***</b>	<b>Microbiology</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites:	State, Take One BIO 110*, BIO 111*, BIO 163***, BIO 165, or BIO 168***;				
Corequisites:	Local, BIO 169*** (if BIO 168 is the applied State prerequisite)				
Course Offering Availability:	Spring				
This course covers principles of microbiology and the impact these organisms have on man and the environment. Topics include the various groups of microorganisms, their structure, physiology, genetics, microbial pathogenicity, infectious diseases, immunology, and selected practical applications. Upon completion, students should be able to demonstrate knowledge and skills including microscopy, aseptic technique, staining, culture methods, and identification of microorganisms. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement. This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>BPM 110</b>	<b>Bioprocess Practices</b>	<b>3</b>	<b>4</b>	<b>0</b>	<b>5</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall and at the discretion of the Dean					
This course provides a study of plant operations including various plant utility systems and detailed study of the varied plant environments in a bioprocessing facility. Emphasis is placed on quality mindset and principles of validation through applications of monitoring procedures. Upon completion, students should be able to demonstrate the rigors of industry regulation and its necessity. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>BPM 111</b>	<b>Bioprocess Measurements</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites: State, Take All: BIO 110* and BPM 110					
Corequisites: None					
Course Offering Availability: Spring and at the discretion of the Dean					
This course covers a variety of physical measurements. Emphasis is placed on pH, temperature, pressure and flow rates, as well as spectrophotometry, and biochemical and chemical analytical methods. Upon completion, students should be able to demonstrate and perform many aspects of process monitoring.					
<b>BPM 112</b>	<b>Upstream Bioprocessing</b>	<b>3</b>	<b>4</b>	<b>0</b>	<b>5</b>
Prerequisites: State, BPM 111					
Corequisites: None					
Course Offering Availability: Fall and at the discretion of the Dean					
This course introduces techniques involved in cell growth and fractionation. Topics include fermentation theory and application, as well as cell harvesting, cell disruption, and fractionation methods. Upon completion, students should be able to grow cells as well as isolate and collect various fractions.					
<b>BPM 113</b>	<b>Downstream Bioprocessing</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites: State, Take All: BPM 111, CHM 131** and CHM 131A**					
Corequisites: None					
Course Offering Availability: Spring and at the discretion of the Dean					
This course introduces a variety of techniques involved in separation procedures. Topics include extraction and precipitation, concentration and molecular filtration methods as well as different types of chromatography. Upon completion, students should be able to perform most separation procedures with an understanding of industrial scale proportions.					
<b>BPR 111</b>	<b>Print Reading</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the basic principles of print reading. Topics include line types, orthographic projections, dimensioning methods, and notes. Upon completion, students should be able to interpret basic prints and visualize the features of a part or system.					
<b>BPR 130</b>	<b>Print Reading - Construction</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course covers the interpretation of prints and specifications that are associated with design and construction projects. Topics include interpretation of documents for foundations, floor plans, elevations, and related topics. Upon completion, students should be able to read and interpret construction prints and documents.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>BUS 110***</b>	<b>Introduction to Business</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course provides a survey of the business world. Topics include the basic principles and practices of contemporary business. Upon completion, students should be able to demonstrate an understanding of business concepts as a foundation for studying other business subjects. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>BUS 115***</b>	<b>Business Law I</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the student to the legal and ethical framework of business. Contracts, negotiable instruments, the law of sales, torts, crimes, constitutional law, the Uniform Commercial Code, and the court systems are examined. Upon completion the student should be able to identify legal and ethical issues that arise in business decisions and the laws that apply to them. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>BUS 116</b>	<b>Business Law II</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, BUS 115***					
Corequisites: None					
Course Offering Availability: Spring					
This course includes the study of the legal and ethical framework of business. Business Organizations, property law, intellectual property law, agency and employment law, consumer law, secured transactions, and bankruptcy are examined. Upon completion, the student should be able to identify legal and ethical issues that arise in business decisions and the laws that apply to them. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>BUS 121</b>	<b>Business Math</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, Take All: DMA 010, DMA 020, <b>and</b> DMA 030					
Corequisites: None					
Course Offering Availability: Fall					
This course covers fundamental mathematical operations and their application to business problems. Topics include payroll, pricing, interest and discount, commission, taxes, and other pertinent uses of mathematics in the field of business. Upon completion, students should be able to apply mathematical concepts to business. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>BUS 137***</b>	<b>Principles of Management</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course is designed to be an overview of the major functions of management. Emphasis is placed on planning, organizing, controlling, directing, and communicating. Upon completion, students should be able to work as contributing members of a team utilizing these functions of management. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement. This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>BUS 153</b>	<b>Human Resource Management</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces the functions of personnel/human resource management within an organization. Topics include equal opportunity and the legal environment, recruitment and selection, performance appraisal, employee development, compensation planning, and employee relations. Upon completion, students should be able to anticipate and resolve human resource concerns. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>BUS 217</b>	<b>Employment Law and Regulations</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the principle laws and regulations affecting public and private organizations and their employees or prospective employees. Topics include fair employment practices, EEO, affirmative action, and employee rights and protections. Upon completion, students should be able to evaluate organization policy for compliance and assure that decisions are not contrary to law. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>BUS 225</b>	<b>Business Finance</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, ACC 120***					
Corequisites: None					
Course Offering Availability: Spring					
This course provides an overview of business financial management. Emphasis is placed on financial statement analysis, time value of money, management of cash flow, risk and return, and sources of financing. Upon completion, students should be able to interpret and apply the principles of financial management. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>BUS 260</b>	<b>Business Communication</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take One: ENG 110 or ENG 111*					
Corequisites: None					
Course Offering Availability: Fall					
This course is designed to develop skills in writing business communications. Emphasis is placed on business reports, correspondence, and professional presentations. Upon completion, students should be able to communicate effectively in the work place. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>BUS 270</b>	<b>Professional Development</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course provides basic knowledge of self-improvement techniques as related to success in the professional world. Topics include positive human relations, job-seeking skills, and projecting positive self-image. Upon completion, students should be able to demonstrate competent personal and professional skills necessary to get and keep a job.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>BUS 280</b>	<b>REAL Small Business</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>4</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean.					
This course introduces hands-on techniques and procedures for planning and opening a small business, including the personal qualities needed for entrepreneurship. Emphasis is placed on market research, finance, time management, and day-to-day activities of owning/operating a small business. Upon completion, students should be able to write and implement a viable business plan and seek funding.					
<b>CAR 111</b>	<b>Carpentry I</b>	<b>3</b>	<b>15</b>	<b>0</b>	<b>8</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the theory and construction methods associated with the building industry, including framing, materials, tools, and equipment. Topics include safety, hand/power tool use, site preparation, measurement and layout, footings and foundations, construction framing, and other related topics. Upon completion, students should be able to safely lay out and perform basic framing skills with supervision.					
<b>CAR 112</b>	<b>Carpentry II</b>	<b>3</b>	<b>15</b>	<b>0</b>	<b>8</b>
Prerequisites: State, CAR 111					
Corequisites: None					
Course Offering Availability: Spring					
This course covers the advanced theory and construction methods associated with the building industry including framing and exterior finishes. Topics include safety, hand/power tool use, measurement and layout, construction framing, exterior trim and finish, and other related topics. Upon completion, students should be able to safely frame and apply exterior finishes to a residential building with supervision.					
<b>CAR 113</b>	<b>Carpentry III</b>	<b>3</b>	<b>9</b>	<b>0</b>	<b>6</b>
Prerequisites: State, CAR 111					
Corequisites: None					
Course Offering Availability: Summer					
This course covers interior trim and finishes. Topics include safety, hand/power tool use, measurement and layout, specialty framing, interior trim and finishes, cabinetry, and other related topics. Upon completion, students should be able to safely install various interior trim and finishes in a residential building with supervision.					
<b>CAR 114</b>	<b>Residential Building Codes</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course covers building codes and the requirements of state and local construction regulations. Emphasis is placed on the minimum requirements of the North Carolina building codes related to residential structures. Upon completion, students should be able to determine if a structure is in compliance with North Carolina building codes.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>CAR 115</b>	<b>Residential Planning/Estimating</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, BPR 130					
Corequisites: None					
Course Offering Availability: Spring					
This course covers project planning, management, and estimating for residential or light commercial buildings. Topics include planning and scheduling, interpretation of working drawings and specifications, estimating practices, and other related topics. Upon completion, students should be able to perform quantity take-offs and cost estimates.					
<b>CAT 210</b>	<b>CT Physics &amp; Equipment</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers the system operations and components, image processing and display, image quality, and artifacts in computed tomography. Emphasis is placed on the data acquisition components, tissue attenuation conversions, image manipulation, and factors controlling image resolution. Upon completion, students should be able to understand the physics and instrumentation used in computed tomography.					
<b>CAT 211</b>	<b>CT Procedures</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>4</b>
Prerequisites: None					
Corequisites: State, CAT 210					
Course Offering Availability: Course offered at the discretion of the Dean					
This course is designed to cover specialized patient care, cross-sectional anatomy, contrast media, and scanning procedures in computed tomography. Emphasis is placed on patient assessment and monitoring, contrast agents' use, radiation safety, methods of data acquisition, and identification of cross-sectional anatomy. Upon completion, students should be able to integrate all facets of the imaging procedures in computed tomography.					
<b>CAT 231</b>	<b>CT Clinical Practicum</b>	<b>0</b>	<b>0</b>	<b>33</b>	<b>11</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides the opportunity to apply knowledge gained from classroom instruction to the computed tomography clinical setting. Emphasis is placed on patient care and positioning, scanning procedures, and image production in computed tomography. Upon completion, students should be able to assume a variety of duties and responsibilities within the computed tomography clinical environment.					
<b>CCT 112</b>	<b>Ethics &amp; High Technology</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers ethical considerations and accepted standard practices applicable to technological investigations and computer privacy issues relative to the cybercrime investigator. Topics include illegal and unethical investigative activities, end-justifying-the-means issues, and privacy issues of massive personal database information gathered by governmental sources. Upon completion, students should be able to examine their own value systems and apply ethical considerations in identifiable cybercrime investigations.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>CCT 121</b>	<b>Computer Crime Invest.</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces the fundamental principles of computer crime investigation processes. Topics include crime scene/incident processing, information gathering techniques, data retrieval, collection and preservation of evidence, preparation of reports and court presentations. Upon completion, students should be able to identify cybercrime activity and demonstrate proper investigative techniques to process the scene and assist in case prosecution.					
<b>CCT 220</b>	<b>Forensic Accounting</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces the basic principles and procedures of investigative accounting and analysis of financial evidence. Emphasis is placed on collecting data and evidence, evaluation of internal control systems, accounting systems, concealed income analysis, and fraud detection. Upon completion, students should be able to apply generally accepted accounting standards and procedures for conducting a criminal investigation audit for financial information.					
<b>CCT 231</b>	<b>Technology Crimes &amp; Law</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers the applicable technological laws dealing with the regulation of cyber security and criminal activity. Topics include an examination of state, federal and international laws regarding cybercrime with an emphasis on both general and North Carolina statutes. Upon completion, students should be able to identify the elements of cybercrime activity and discuss the trends of evolving laws.					
<b>CCT 260</b>	<b>Mobile Phone Examination</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces the unique skills and methodologies necessary to assist in the investigation and prosecution of cybercrimes involving mobile phones. Topics include the basics of the cellular networks as well as data extraction from GSM, iDEN and CDMA handsets. Upon completion, students should be able to use the course processes and methodologies to obtain forensic evidence from GSM, iDEN and CDMA handsets.					
<b>CCT 273</b>	<b>Registry Forensics</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides unique skills and methodologies necessary to assist in the investigation and prosecution of cybercrimes involving the Windows registry. Emphasis is placed on the processes used to locate registry artifacts, including security, SAM, software, system, and NT user data. Upon completion, students should be able to use the course processes and methodologies to obtain forensic evidence from a Windows registry.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>CHM 130***</b>	<b>Gen, Org, &amp; Biochemistry</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, Take All: DMA 010, DMA 020, DMA 030, DMA 040, DMA 050, <b>and</b> DRE 098				
Corequisites:	Local, CHM 130A				
Course Offering Availability:	Fall				
This course provides a survey of basic facts and principles of general, organic, and biochemistry. Topics include measurement, molecular structure, nuclear chemistry, solutions, acid-base chemistry, gas laws, and the structure, properties, and reactions of major organic and biological groups. Upon completion, students should be able to demonstrate an understanding of fundamental chemical concepts. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>CHM 130A***</b>	<b>Gen, Org, &amp; Biochem Lab</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>
Prerequisites:	Local, Take All: DMA 010, DMA 020, DMA 030, DMA 040, DMA 050, <b>and</b> DRE 098				
Corequisites:	State, CHM 130				
Course Offering Availability:	Fall				
This course is a laboratory for CHM 130. Emphasis is placed on laboratory experiences that enhance materials presented in CHM 130. Upon completion, students should be able to utilize basic laboratory procedures and apply them to chemical principles presented in CHM 130. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>CHM 131**</b>	<b>Introduction to Chemistry</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, Take All: DMA 010, DMA 020, DMA 030, DMA 040, DMA 050, <b>and</b> DRE 098				
Corequisites:	Local, CHM 131A				
Course Offering Availability:	Fall				
This course introduces the fundamental concepts of inorganic chemistry. Topics include measurement, matter and energy, atomic and molecular structure, nuclear chemistry, stoichiometry, chemical formulas and reactions, chemical bonding, gas laws, solutions, and acids and bases. Upon completion, students should be able to demonstrate a basic understanding of chemistry as it applies to other fields. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Natural Science. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>CHM 131A**</b>	<b>Intro to Chemistry Lab</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>1</b>
Prerequisites:	Local, Take All: DMA 010, DMA 020, DMA 030, DMA 040, DMA 050, <b>and</b> DRE 098				
Corequisites:	State, CHM 131**				
Course Offering Availability:	Fall				
This course is a laboratory to accompany CHM 131. Emphasis is placed on laboratory experiences that enhance materials presented in CHM 131. Upon completion, students should be able to utilize basic laboratory procedures and apply them to chemical principles presented in CHM 131. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Natural Science. This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>CHM 132**</b>	<b>Organic and Biochemistry</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites: State, Take one set: Set 1: CHM 131 and CHM 131A Set 2: CHM 151					
Corequisites: None					
Course Offering Availability: Spring					
This course provides a survey of major functional classes of compounds in organic and biochemistry. Topics include structure, properties, and reactions of the major organic and biological molecules and basic principles of metabolism. Upon completion, students should be able to demonstrate an understanding of fundamental chemical concepts needed to pursue studies in related professional fields. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Natural Science. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>CHM 151*</b>	<b>General Chemistry I</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites: Local, DRE 098					
Corequisites: Local, Take One: MAT 171* or MAT 271*					
Course Offering Availability: Fall, Spring					
This course covers fundamental principles and laws of chemistry. Topics include measurement, atomic and molecular structure, periodicity, chemical reactions, chemical bonding, stoichiometry, thermochemistry, gas laws, and solutions. Upon completion, students should be able to demonstrate an understanding of fundamental chemical laws and concepts as needed in CHM 152. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Natural Science. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>CHM 152*</b>	<b>General Chemistry II</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites: State, CHM 151*					
Corequisites: None					
Course Offering Availability: Spring, Summer					
This course provides a continuation of the study of the fundamental principles and laws of chemistry. Topics include kinetics, equilibrium, ionic and redox equations, acid-base theory, electrochemistry, thermodynamics, introduction to nuclear and organic chemistry, and complex ions. Upon completion, students should be able to demonstrate an understanding of chemical concepts as needed to pursue further study in chemistry and related professional fields. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Natural Science. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>CHM 251***</b>	<b>Organic Chemistry I</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites: State, CHM 152*					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides a systematic study of the theories, principles, and techniques of organic chemistry. Topics include nomenclature, structure, properties, reactions, and mechanisms of hydrocarbons, alkyl halides, alcohols, and ethers; further topics include isomerization, stereochemistry, and spectroscopy. Upon completion, students should be able to demonstrate an understanding of the fundamental concepts of covered organic topics as needed in CHM 252. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement. This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>CHM 252***</b>	<b>Organic Chemistry II</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites: State, CHM 251***					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides continuation of the systematic study of the theories, principles, and techniques of organic chemistry. Topics include nomenclature, structure, properties, reactions, and mechanisms of aromatics, aldehydes, ketones, carboxylic acids and derivatives, amines and heterocyclics; multi-step synthesis will be emphasized. Upon completion, students should be able to demonstrate an understanding of organic concepts as needed to pursue further study in chemistry and related professional fields. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>CIS 110**</b>	<b>Introduction to Computers</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course introduces computer concepts, including fundamental functions and operations of the computer. Topics include identification of hardware components, basic computer operations, security issues, and use of software applications. Upon completion, students should be able to demonstrate an understanding of the role and function of computers and use the computer to solve problems. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Mathematics (Quantitative). This course is also available through the Virtual Learning Community (VLC).</i>					
<b>CIS 111</b>	<b>Basic PC Literacy</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides an overview of computer concepts. Emphasis is placed on the use of personal computers and software applications for personal and fundamental workplace use. Upon completion, students should be able to demonstrate basic personal computer skills. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>CIS 115**</b>	<b>Intro. to Prog. &amp; Logic</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take One Set: Set 1: DMA 010, DMA 020, DMA 030, and DMA 040 Set 2: MAT 121 Set 3: MAT 171*					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces computer programming and problem solving in a structured program logic environment. Topics include language syntax, data types, program organization, problem solving methods, algorithm design, and logic control structures. Upon completion, students should be able to manage files with operating system commands, use top-down algorithm design, and implement algorithmic solutions in a programming language. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Mathematics (Quantitative). This course is also available through the Virtual Learning Community (VLC).</i>					
<b>CIS 162</b>	<b>MM Presentation Software</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, Take One: CIS 110** or CIS 111					
Corequisites: None					
Course Offering Availability: Spring					
This course is designed to integrate visual and audio resources using presentation software in a simple interactive multimedia project. Emphasis is placed upon design and audience considerations, general prototyping, and handling of media resources. Upon completion, students should be able to demonstrate an original interactive multimedia presentation implementing all of these resources in a professional manner.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>CJC 100</b>	<b>Basic Law Enforcement Training</b>	<b>9</b>	<b>30</b>	<b>0</b>	<b>19</b>
Prerequisites: Local, Sponsorship from a Public Law Enforcement Agency					
Corequisites: None					
Course Offering Availability: Fall, Spring,					
This course covers the basic skills and knowledge needed for entry-level employment as a law enforcement officer in North Carolina. Topics are divided into general units of study: legal, patrol duties, law enforcement communications, investigations, practical application and sheriff-specific. Upon successful completion, the student will be able to demonstrate competence in the topics and areas required for the state comprehensive certification examination. <i>This is a certificate-level course.</i>					
<b>CJC 111***</b>	<b>Introduction to Criminal Justice</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the components and processes of the criminal justice system. Topics include history, structure, functions, and philosophy of the criminal justice system and their relationship to life in our society. Upon completion, students should be able to define and describe the major system components and their interrelationships and evaluate career options. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>CJC 112</b>	<b>Criminology</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces deviant behavior as it relates to criminal activity. Topics include theories of crime causation; statistical analysis of criminal behavior; past, present, and future social control initiatives; and other related topics. Upon completion, students should be able to explain and discuss various theories of crime causation and societal response. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>CJC 113</b>	<b>Juvenile Justice</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course covers the juvenile justice system and related juvenile issues. Topics include an overview of the juvenile justice system, treatment and prevention programs, special areas and laws unique to juveniles, and other related topics. Upon completion, students should be able to identify/discuss juvenile court structure/procedures, function and jurisdiction of juvenile agencies, processing/detention of juveniles, and case disposition. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>CJC 121***</b>	<b>Law Enforcement Operations</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces fundamental law enforcement operations. Topics include the contemporary evolution of law enforcement operations and related issues. Upon completion, students should be able to explain theories, practices, and issues related to law enforcement operations. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement. This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>CJC 122</b>	<b>Community Policing</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers the historical, philosophical, and practical dimensions of community policing. Emphasis is placed on the empowerment of police and the community to find solutions to problems by forming partnerships. Upon completion, students should be able to define community policing, describe how community policing strategies solve problems, and compare community policing to traditional policing.					
<b>CJC 131</b>	<b>Criminal Law</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course covers the history/evolution/principles and contemporary applications of criminal law. Topics include sources of substantive law, classification of crimes, parties to crime, elements of crimes, matters of criminal responsibility, and other related topics. Upon completion, students should be able to discuss the sources of law and identify, interpret, and apply the appropriate statutes/elements. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>CJC 132</b>	<b>Court Procedure &amp; Evidence</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers judicial structure/process/procedure from incident to disposition, kinds and degrees of evidence, and the rules governing admissibility of evidence in court. Topics include consideration of state and federal courts, arrest, search and seizure laws, exclusionary and statutory rules of evidence, and other related issues. Upon completion, students should be able to identify and discuss procedures necessary to establish a lawful arrest/search, proper judicial procedures, and the admissibility of evidence. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>CJC 141***</b>	<b>Corrections</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course covers the history, major philosophies, components, and current practices and problems of the field of corrections. Topics include historical evolution, functions of the various components, alternatives to incarceration, treatment programs, inmate control, and other related topics. Upon completion, students should be able to explain the various components, processes, and functions of the correctional system. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>CJC 151</b>	<b>Introduction to Loss Prevention</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the concepts and methods related to commercial and private security systems. Topics include the historical, philosophical, and legal basis of security, with emphasis on security surveys, risk analysis, and associated functions. Upon completion, students should be able to demonstrate and understand security systems, risk management, and the laws relative to loss prevention.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>CJC 160</b>	<b>Terrorism Underlying Issues</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course identifies the fundamental reasons why America is a target for terrorists, covering various domestic/international terrorist groups and ideologies from a historical aspect. Emphasis is placed upon recognition of terrorist crime scene; weapons of mass destruction; chemical, biological, and nuclear terrorism; and planning considerations involving threat assessments. Upon completion, students should be able to identify and discuss the methods used in terrorists' activities and complete a threat assessment for terrorists' incidents.					
<b>CJC 212</b>	<b>Ethics &amp; Community Relations</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Spring					
This course covers ethical considerations and accepted standards applicable to criminal justice organizations and professionals. Topics include ethical systems; social change, values, and norms; cultural diversity; citizen involvement in criminal justice issues; and other related topics. Upon completion, students should be able to apply ethical considerations to the decision-making process in identifiable criminal justice situations. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>CJC 214</b>	<b>Victimology</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces the study of victims. Emphasis is placed on roles/ characteristics of victims, victim interaction with the criminal justice system and society, current victim assistance programs, and other related topics. Upon completion, students should be able to discuss and identify victims, the uniqueness of victims' roles, and current victim assistance programs.					
<b>CJC 221</b>	<b>Investigative Principles</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces the theories and fundamentals of the investigative process. Topics include crime scene/incident processing, information gathering techniques, collection/preservation of evidence, preparation of appropriate reports, court presentations, and other related topics. Upon completion, students should be able to identify, explain, and demonstrate the techniques of the investigative process, report preparation, and courtroom presentation. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>CJC 225</b>	<b>Crisis Intervention</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces critical incident intervention and management techniques as they apply to operational criminal justice practitioners. Emphasis is placed on the victim/offender situation as well as job-related high stress, dangerous, or problem-solving citizen contacts. Upon completion, students should be able to provide insightful analysis of emotional, violent, drug-induced, and other critical and/or stressful incidents that require field analysis and/or resolution.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>CJC 231</b>	<b>Constitutional Law</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Fall					
The course covers the impact of the Constitution of the United States and its amendments on the criminal justice system. Topics include the structure of the Constitution and its amendments, court decisions pertinent to contemporary criminal justice issues, and other related topics. Upon completion, students should be able to identify/discuss the basic structure of the United States Constitution and the rights/procedures as interpreted by the courts. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>CJC 241</b>	<b>Community-Based Corrections</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Spring					
This course covers programs for convicted offenders that are used both as alternatives to incarceration and in post-incarceration situations. Topics include offenders, diversion, house arrest, restitution, community service, probation and parole, including both public and private participation, and other related topics. Upon completion, students should be able to identify/discuss the various programs from the perspective of the criminal justice professional, the offender, and the community.					
<b>COM 120**</b>	<b>Intro Interpersonal Communication</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, ENG 111*					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces the practices and principles of interpersonal communication in both dyadic and group settings. Emphasis is placed on the communication process, perception, listening, self-disclosure, speech apprehension, ethics, nonverbal communication, conflict, power, and dysfunctional communication relationships. Upon completion, students should be able to demonstrate interpersonal communication skills, apply basic principles of group discussion, and manage conflict in interpersonal communication situations. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Communications. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>COM 231*</b>	<b>Public Speaking</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, ENG 111*					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course provides instruction and experience in preparation and delivery of speeches within a public setting and group discussion. Emphasis is placed on research, preparation, delivery, and evaluation of informative, persuasive, and special occasion public speaking. Upon completion, students should be able to prepare and deliver well-organized speeches and participate in group discussion with appropriate audiovisual support. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in English Composition. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>COS 111</b>	<b>Cosmetology Concepts I</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>4</b>
Prerequisites: None					
Corequisites: State, COS 112					
Course Offering Availability: Fall, Spring					
This course introduces basic cosmetology concepts. Topics include safety, first aid, sanitation, bacteriology, anatomy, diseases and disorders, hygiene, product knowledge, chemistry, ethics, manicures, and other related topics. Upon completion, students should be able to safely and competently apply cosmetology concepts in the salon setting.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>COS 112</b>	<b>Salon I</b>	<b>0</b>	<b>24</b>	<b>0</b>	<b>8</b>
Prerequisites: None					
Corequisites: State, COS 111					
Course Offering Availability: Fall, Spring					
This course introduces basic salon services. Topics include scalp treatments, shampooing, rinsing, hair color, design, haircutting, permanent waving, pressing, relaxing, wigs, and other related topics. Upon completion, students should be able to safely and competently demonstrate salon services.					
<b>COS 113</b>	<b>Cosmetology Concepts II</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>4</b>
Prerequisites: State, Take All: COS 111 and COS 112					
Corequisites: None					
Course Offering Availability: Spring					
This course covers more comprehensive cosmetology concepts. Topics include safety, product knowledge, chemistry, manicuring, chemical restructuring, and hair coloring. Upon completion, students should be able to safely and competently apply these cosmetology concepts in the salon setting.					
<b>COS 114</b>	<b>Salon II</b>	<b>0</b>	<b>24</b>	<b>0</b>	<b>8</b>
Prerequisites: State, Take All: COS 111 and COS 112					
Corequisites: None					
Course Offering Availability: Spring					
This course provides experience in a simulated salon setting. Topics include basic skin care, manicuring, nail application, scalp treatments, shampooing, rinsing, hair color, design, haircutting, chemical restructuring, pressing, wigs, and other related topics. Upon completion, students should be able to safely and competently demonstrate these salon services.					
<b>COS 115</b>	<b>Cosmetology Concepts III</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>4</b>
Prerequisites: State, Take All: COS 111 and COS 112					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course covers more comprehensive cosmetology concepts. Topics include safety, product knowledge, salon management, salesmanship, skin care, electricity/light therapy, wigs, thermal hair styling, lash and brow tinting, superfluous hair removal, and other related topics. Upon completion, students should be able to safely and competently apply these cosmetology concepts in the salon setting.					
<b>COS 116</b>	<b>Salon III</b>	<b>0</b>	<b>12</b>	<b>0</b>	<b>4</b>
Prerequisites: State, Take All: COS 111 and COS 112					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course provides comprehensive experience in a simulated salon setting. Emphasis is placed on intermediate-level of skin care, manicuring, scalp treatments, shampooing, hair color, design, haircutting, chemical restructuring, pressing, and other related topics. Upon completion, students should be able to safely and competently demonstrate these salon services.					
<b>COS 117</b>	<b>Cosmetology Concepts IV</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites: State, Take All: COS 111 and COS 112					
Corequisites: None					
Course Offering Availability: Fall					
This course covers advanced cosmetology concepts. Topics include chemistry and hair structure, advanced cutting and design, and an overview of all cosmetology concepts in preparation for the licensing examination. Upon completion, students should be able to demonstrate an understanding of these cosmetology concepts and meet program completion requirements.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>COS 118</b>	<b>Salon IV</b>	<b>0</b>	<b>21</b>	<b>0</b>	<b>7</b>
Prerequisites:	State, Take All: COS 111 <b>and</b> COS 112				
Corequisites:	None				
Course Offering Availability:	Fall				
This course provides advanced experience in a simulated salon setting. Emphasis is placed on efficient and competent delivery of all salon services in preparation for the licensing examination and employment. Upon completion, students should be able to demonstrate competence in program requirements and the areas covered on the Cosmetology Licensing Examination and meet entry-level employment requirements.					
<b>COS 223</b>	<b>Contemp Hair Coloring</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>2</b>
Prerequisites:	State, Take All: COS 111 <b>and</b> COS 112				
Corequisites:	None				
Course Offering Availability:	Fall				
This course covers basic color concepts, hair coloring problems, and application techniques. Topics include color theory, terminology, contemporary techniques, product knowledge, and other related topics. Upon completion, students should be able to identify a clients color needs and safely and competently perform color applications and correct problems.					
<b>COS 271</b>	<b>Instructor Concepts I</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>5</b>
Prerequisites:	Local, DRE 098 <b>and</b> a Cosmetology License with six months experience as a licensed cosmetologist				
Corequisites:	State, COS 272				
Course Offering Availability:	Fall				
This course introduces the basic cosmetology instructional concepts. Topics include orientation, theories of education, unit planning, daily lesson planning, laboratory management, student assessment, record keeping, and other related topics. Upon completion, students should be able to identify theories of education, develop lesson plans, demonstrate supervisory techniques, and assess student performance in a classroom setting.					
<b>COS 272</b>	<b>Instructor Practicum I</b>	<b>0</b>	<b>21</b>	<b>0</b>	<b>7</b>
Prerequisites:	Local, DRE 098 <b>and</b> a Cosmetology License with six months experience as a licensed cosmetologist				
Corequisites:	State, COS 271				
Course Offering Availability:	Fall				
This course covers supervisory and instructional skills for teaching entry-level cosmetology students in a laboratory setting. Topics include demonstrations of services, supervision, and entry-level student assessment. Upon completion, students should be able to demonstrate salon services and instruct and objectively assess the entry-level student.					
<b>COS 273</b>	<b>Instructor Concepts II</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>5</b>
Prerequisites:	State, Take All: COS 271 <b>and</b> COS 272				
Corequisites:	State, COS 274				
Course Offering Availability:	Spring				
This course covers advanced cosmetology instructional concepts. Topics include practical demonstrations, lesson planning, lecture techniques, development and administration of assessment tools, record keeping, and other related topics. Upon completion, students should be able to develop lesson plans, demonstrate supervision techniques, assess student performance in a classroom setting, and keep accurate records.					
<b>COS 274</b>	<b>Instructor Practicum II</b>	<b>0</b>	<b>21</b>	<b>0</b>	<b>7</b>
Prerequisites:	State, Take All: COS 271 <b>and</b> COS 272				
Corequisites:	State, COS 273				
Course Offering Availability:	Spring				
This course is designed to develop supervisory and instructional skills for teaching advanced cosmetology students in a laboratory setting. Topics include practical demonstrations, supervision, and advanced student assessment. Upon completion, students should be able to demonstrate competence in the areas covered by the Instructor Licensing Examination and meet program completion requirements.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>CSC 133</b>	<b>C Programming</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces computer programming using the C programming language with structured programming principles. Topics include input/output operations, iteration, arithmetic operations, arrays, pointers, filters, and other related topics. Upon completion, students should be able to design, code, test and debug at a beginning level.					
<b>CSC 134***</b>	<b>C++ Programming</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, CIS 115**					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces computer programming using the C++ programming language with object-oriented programming principles. Emphasis is placed on event-driven programming methods, including creating and manipulating objects, classes, and using object-oriented tools such as the class debugger. Upon completion, students should be able to design, code, test, and debug at a beginning level. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>CSC 139***</b>	<b>Visual BASIC Programming</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, CIS 115**					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces computer programming using the Visual BASIC programming language with object-oriented programming principles. Emphasis is placed on event-driven programming methods, including creating and manipulating objects, classes, and using object-oriented tools such as the class debugger. Upon completion, students should be able to design, code, test and debug at a beginning level. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>CSC 151***</b>	<b>JAVA Programming</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, CIS 115**					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces computer programming using the JAVA programming language with object-oriented programming principles. Emphasis is placed on event-driven programming methods, including creating and manipulating objects, classes, and using object-oriented tools such as the class debugger. Upon completion students should be able to design, code, test, debug JAVA language programs. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>CTI 110</b>	<b>Web, Pgm, &amp; Db Foundation</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course covers the introduction of the tools and resources available to students in programming, mark-up language and services on the Internet. Topics include standard mark-up language Internet services, creating web pages, using search engines, file transfer programs; and database design and creation with DBMS products. Upon completion students should be able to demonstrate knowledge of programming tools, deploy a web-site with mark-up tools, and create a simple database table.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>CTI 120</b>	<b>Network &amp; Sec Foundation</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces students to the Network concepts, including networking terminology and protocols, local and wide area networks, and network standards. Emphasis is placed on securing information systems and the various implementation policies. Upon completion, students should be able to perform basic tasks related to networking mathematics, terminology, media and protocols.					
<b>CTI 141</b>	<b>Cloud &amp; Storage Concepts</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces cloud computing and storage concepts. Emphasis is placed on cloud terminology, virtualization, storage networking and access control. Upon completion, students should be able to perform tasks related to installation, configuration and management of cloud storage systems.					
<b>CTI 150</b>	<b>Mobile Computing Devices</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces mobile computing devices, including topics related to their selection, usage, deployment, and support in enterprise environments. Emphasis is placed on the evaluation, usage, deployment, security, and support of mobile devices, applications (apps), and peripherals. Upon completion, students should be able to select, deploy, and support mobile devices in an enterprise environment.					
<b>CTI 289</b>	<b>CTI Capstone Project</b>	<b>1</b>	<b>6</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take All: CTI 110, CTI 120 and CTS 115					
Corequisites: None					
Course Offering Availability: Spring					
This course provides students an opportunity to complete a significant integrated technology project from the design phase through implementation with minimal instructor support. Emphasis is placed on technology policy, process planning, procedure definition, systems architecture, and security issues to create projects for the many areas in which computer technology is integrated. Upon completion, students should be able to create, implement, and support a comprehensive technology integration project from the planning and design phase through implementation.					
<b>CTS 115***</b>	<b>Info Sys Business Concepts</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
The course introduces the role of IT in managing business processes and the need for business process and IT alignment. Emphasis is placed on industry need for understanding business challenges and developing/managing information systems to contribute to the decision making process based on these challenges. Upon completion, students should be able to demonstrate knowledge of the 'hybrid business manager' and the potential offered by new technology and systems. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>CTS 120</b>	<b>Hardware/Software Support</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course covers the basic hardware of a personal computer, including installation, operations and interactions with software. Topics include component identification, memory-system, peripheral installation and configuration, preventive maintenance, hardware diagnostics/repair, installation and optimization of system software, commercial programs, system configuration, and device-drivers. Upon completion, students should be able to select appropriate computer equipment and software, upgrade/maintain existing equipment and software, and troubleshoot/repair non-functioning personal computers.					
<b>CTS 130</b>	<b>Spreadsheet</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, Take One: CIS 110**, CIS 111, <b>or</b> OST 137					
Local, Take All: DMA 010, DMA 020, <b>and</b> DMA 030					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces basic spreadsheet design and development. Topics include writing formulas, using functions, enhancing spreadsheets, creating charts, and printing. Upon completion, students should be able to design and print basic spreadsheets and charts. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>CTS 220</b>	<b>Adv Hard/Software Support</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take CTS 120					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides advanced knowledge and competencies in hardware and operating system technologies for computer technicians to support personal computers. Emphasis is placed on: configuring and upgrading; diagnosis and troubleshooting; as well as preventive maintenance of hardware and system software. Upon completion, students should be able to install, configure, diagnose, perform preventive maintenance, and maintain basic networking on personal computers.					
<b>CTS 230</b>	<b>Advanced Spreadsheet</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, CTS 130					
Corequisites: None					
Course Offering Availability: Fall					
This course covers advanced spreadsheet design and development. Topics include advanced functions and statistics, charting, macros, databases, and linking. Upon completion, students should be able to demonstrate competence in designing complex spreadsheets. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>CUL 110</b>	<b>Sanitation &amp; Safety</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the basic principles of sanitation and safety relative to the hospitality industry. Topics include personal hygiene, sanitation and safety regulations, use and care of equipment, the principles of food-borne illness, and other related topics. Upon completion, students should be able to demonstrate an understanding of the content necessary for successful completion of a nationally recognized food/safety/sanitation exam.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>CUL 112</b>	<b>Nutrition for Foodservice</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course covers the principles of nutrition and its relationship to the foodservice industry. Topics include personal nutrition fundamentals, weight management, exercise, nutritional adaptation/analysis of recipes/menus, healthy cooking techniques and marketing nutrition in a foodservice operation. Upon completion, students should be able to apply basic nutritional concepts to food preparation and selection.					
<b>CUL 120</b>	<b>Purchasing</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course covers purchasing for foodservice operations. Emphasis is placed on yield tests, procurement, negotiating, inventory control, product specification, purchasing ethics, vendor relationships, food product specifications and software applications. Upon completion, students should be able to apply effective purchasing techniques based on the end-use of the product.					
<b>CUL 135</b>	<b>Food &amp; Beverage Service</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: Local, CUL 135A					
Course Offering Availability: Spring					
This course is designed to cover the practical skills and knowledge necessary for effective food and beverage service in a variety of settings. Topics include greeting/service of guests, dining room set-up, profitability, menu sales, and merchandising, service styles and reservations. Upon completion, students should be able to demonstrate competence in human relations and the skills required in the service of foods and beverages.					
<b>CUL 135A</b>	<b>Food &amp; Beverage Service Lab</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>
Prerequisites: None					
Corequisites: State, CUL 135					
Course Offering Availability: Spring					
This course provides a laboratory experience for enhancing student skills in effective food and beverage service. Emphasis is placed on practical experiences including greeting/service of guests, dining room set-up, profitability, menu sales and merchandising, service styles and reservations. Upon completion, students should be able to demonstrate practical applications of human relations and the skills required in the service of foods and beverages.					
<b>CUL 140</b>	<b>Culinary Skills I</b>	<b>2</b>	<b>6</b>	<b>0</b>	<b>5</b>
Prerequisites: None					
Corequisites: State, CUL 110					
Course Offering Availability: Fall					
This course introduces the fundamental concepts, skills, and techniques in basic cookery, and moist, dry and combination heat. Emphasis is placed on recipe conversion, measurements, terminology, classical knife cuts, safe food/equipment handling, flavorings/seasonings, stocks/sauces/soups, and related topics. Upon completion, students should be able to exhibit the basic cooking skills used in the food service industry.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>CUL 160</b>	<b>Baking I</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: State, CUL 110					
Course Offering Availability: Fall					
This course covers basic ingredients, techniques, weights and measures, baking terminology, and formula calculations. Topics include yeast/chemically leavened products, laminated doughs, pastry dough batter, pies/tarts, meringue, custard, cakes and cookies, icings, glazes and basic sauces. Upon completion, students should be able to demonstrate proper scaling and measurement techniques, and prepare and evaluate a variety of bakery products.					
<b>CUL 170</b>	<b>Garde Manger I</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: State, CUL 110; Local, CUL 170A					
Course Offering Availability: Spring					
This course introduces basic cold food preparation techniques and pantry production. Topics include salads, sandwiches, appetizers, dressings, basic garnishes, cheeses, cold sauces, and related food items. Upon completion, students should be able to present a cold food display and exhibit an understanding of the cold kitchen and its related terminology.					
<b>CUL 170A</b>	<b>Garde Manger I Lab</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>1</b>
Prerequisites: None					
Corequisites: State, Take All: CUL 110 and CUL 170					
Course Offering Availability: Spring					
This course provides a laboratory experience for enhancing student skills in basic cold food preparation techniques and pantry production. Emphasis is placed on the practical experiences that include salads, sandwiches, appetizers, dressings, basic garnishes, cheeses, cold sauces, and related food items. Upon completion, students should be able to demonstrate proficiency in the design of a cold food display.					
<b>CUL 230</b>	<b>Global Cuisines</b>	<b>1</b>	<b>8</b>	<b>0</b>	<b>5</b>
Prerequisites: State, Take All: CUL 110 and CUL 140					
Corequisites: None					
Course Offering Availability: Fall					
This course provides practical experience in the planning, preparation, and presentation of representative foods from a variety of world cuisines. Emphasis is placed on indigenous ingredients and customs, nutritional concerns, and cooking techniques. Upon completion, students should be able to research and execute a variety of international and domestic menus.					
<b>CUL 240</b>	<b>Culinary Skills II</b>	<b>1</b>	<b>8</b>	<b>0</b>	<b>5</b>
Prerequisites: State, Take All: CUL 110 and CUL 140					
Corequisites: None					
Course Offering Availability: Fall					
This course is designed to further students' knowledge of the fundamental concepts, skills, and techniques involved in basic cookery. Emphasis is placed on meat identification/fabrication, butchery and cooking techniques/methods; appropriate vegetable/starch accompaniments; compound sauces; plate presentation; breakfast cookery; and quantity food preparation. Upon completion, students should be able to plan, execute, and successfully serve entrees with complementary side items.					
<b>CUL 250</b>	<b>Classical Cuisine</b>	<b>1</b>	<b>8</b>	<b>0</b>	<b>5</b>
Prerequisites: State, Take All: CUL 110, CUL 140, and CUL 240					
Corequisites: None					
Course Offering Availability: Spring					
This course is designed to reinforce the classical kitchen. Topics include the working Grand Brigade of the kitchen, signature dishes, and classical banquets. Upon completion, students should be able to demonstrate competence in food preparation in a classical/upscale restaurant or banquet setting.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>CUL 260</b>	<b>Baking II</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>
Prerequisites:	State, Take All: CUL 110 <b>and</b> CUL 160				
Corequisites:	None				
Course Offering Availability:	Spring				
This course is designed to further students' knowledge in ingredients, weights and measures, baking terminology and formula calculation. Topics include classical desserts, frozen desserts, cake and torte production, decorating and icings/glazes, dessert plating and presentation. Upon completion, students should be able to demonstrate pastry preparation, plating, dessert buffet production skills.					
<b>CUL 270</b>	<b>Garde Manger II</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>
Prerequisites:	State, Take All: CUL 110, CUL 140, <b>and</b> CUL 170				
Corequisites:	Local, CUL 270A				
Course Offering Availability:	Spring				
This course is designed to further students' knowledge in basic cold food preparation techniques and pantry production. Topics include patés, terrines, galantines, decorative garnishing skills, carving, characuterie, smoking, canapés, hors d'oeuvres, and related food items. Upon completion, students should be able to design, set up, and evaluate a catering/event display to include a cold buffet with appropriate showpieces.					
<b>CUL 270A</b>	<b>Garde Manger II Lab</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>1</b>
Prerequisites:	State, Take All: CUL 110, CUL 140, <b>and</b> CUL 170				
Corequisites:	State, CUL 270				
Course Offering Availability:	Spring				
This course provides a laboratory experience for enhancing students skills in basic food preparation techniques and pantry production. Emphasis is placed on practical experiences with patés, terrines, galantines, decorative garnishing skills, carving, characuterie, smoking, canapés, hors d'oeuvres, and related food items. Upon completion, students should be able to demonstrate proficiency in the design/technical applications of advanced garde manger work including classical cold buffets incorporating appropriate showpieces.					
<b>CUL 280</b>	<b>Pastry &amp; Confections</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>
Prerequisites:	State, Take All: CUL 110, CUL 140, <b>and</b> CUL 160				
Corequisites:	None				
Course Offering Availability:	Fall				
This course includes confections and candy, chocolate techniques, transfer sheets, pulled and blown sugar, pastillage, marzipan, and custom silicon molding. Emphasis is placed on showpieces, pre-set molding, stencil cutouts, pattern tracing and/or free-hand shaping. Upon completion, students should be able to design and produce centerpieces and showpieces.					
<b>DBA 110</b>	<b>Database Concepts</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, CTI 110 <b>or</b> OST 138				
Corequisites:	None				
Course Offering Availability:	Spring				
This course introduces database design and creation using a DBMS product. Emphasis is placed on data dictionaries, normalization, data integrity, data modeling, and creation of simple tables, queries, reports, and forms. Upon completion, students should be able to design and implement normalized database structures by creating simple database tables, queries, reports, and forms. <i>This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>DBA 115</b>	<b>Database Applications</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, DBA 110					
Corequisites: None					
Course Offering Availability: Fall					
This course applies concepts learned in DBA 110 to a specific DBMS. Topics include manipulating multiple tables, advanced queries, screens and reports, linking, and command files. Upon completion, students should be able to create multiple table systems that demonstrate updates, screens, and reports representative of industry requirements. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>DBA 260</b>	<b>Oracle DBMS Admin</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course examines advanced Oracle database administration issues and distributed database concepts. Topics include backup and recovery, transporting of data between databases, database networking concepts, and resolution of database networking issues. Upon completion, students should be able to manage backup recovery and implement networked database solutions.					
<b>DDF 211</b>	<b>Design Process I</b>	<b>1</b>	<b>6</b>	<b>0</b>	<b>4</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course emphasizes design processes for finished products. Topics include data collection from manuals and handbooks, efficient use of materials, design sketching, specifications, and vendor selection. Upon completion, students should be able to research and plan the design process for a finished product.					
<b>DFT 154</b>	<b>Intro Solid Modeling</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course is an introduction to basic three-dimensional solid modeling and design software. Topics include basic design, creation, editing, rendering and analysis of solid models, and creation of multiview drawings. Upon completion, students should be able to use design techniques to create, edit, render and generate a multiview drawing.					
<b>DMA 010</b>	<b>Operations With Integers</b>	<b>0.75</b>	<b>0.50</b>	<b>0</b>	<b>1</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer					
This course provides a conceptual study of integers and integer operations. Topics include integers, absolute value, exponents, square roots, perimeter and area of basic geometric figures, Pythagorean theorem, and use of the correct order of operations. Upon completion, students should be able to demonstrate an understanding of pertinent concepts and principles and apply this knowledge in the evaluation of expressions.					
<b>DMA 020</b>	<b>Fractions and Decimals</b>	<b>0.75</b>	<b>0.50</b>	<b>0</b>	<b>1</b>
Prerequisites: State, DMA 010					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer					
This course provides a conceptual study of the relationship between fractions and decimals and covers related problems. Topics include application of operations and solving contextual application problems, including determining the circumference and area of circles with the concept of pi. Upon completion, students should be able to demonstrate an understanding of the connections between fractions and decimals.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>DMA 030</b>	<b>Propor/Ratio/Rate/Percent</b>	<b>0.75</b>	<b>0.50</b>	<b>0</b>	<b>1</b>
Prerequisites:	State, Take All: DMA 010 <b>and</b> DMA 020				
Corequisites:	None				
Course Offering Availability:	Fall, Spring, Summer				
This course provides a conceptual study of the problems that are represented by rates, ratios, percent, and proportions. Topics include rates, ratios, percent, proportion, conversion of English and metric units, and applications of the geometry of similar triangles. Upon completion, students should be able to use their understanding to solve conceptual application problems.					
<b>DMA 040</b>	<b>Express/Lin Equat/Inequal</b>	<b>0.75</b>	<b>0.50</b>	<b>0</b>	<b>1</b>
Prerequisites:	State, Take All: DMA 010, DMA 020 <b>and</b> DMA 030				
Corequisites:	None				
Course Offering Availability:	Fall, Spring, Summer				
This course provides a conceptual study of problems involving linear expressions, equations, and inequalities. Emphasis is placed on solving contextual application problems. Upon completion, students should be able to distinguish between simplifying expressions and solving equations and apply this knowledge to problems involving linear expressions, equations, and inequalities.					
<b>DMA 050</b>	<b>Graphs/Equations of Lines</b>	<b>0.75</b>	<b>0.50</b>	<b>0</b>	<b>1</b>
Prerequisites:	State, Take All: DMA 010, DMA 020, DMA 030 <b>and</b> DMA 040				
Corequisites:	None				
Course Offering Availability:	Fall, Spring, Summer				
This course provides a conceptual study of problems involving graphic and algebraic representations of lines. Topics include slope, equations of lines, interpretation of basic graphs, and linear modeling. Upon completion, students should be able to solve contextual application problems and represent real-world situations as linear equations in two variables.					
<b>DMA 060</b>	<b>Polynomial/Quadratic Appl</b>	<b>0.75</b>	<b>0.50</b>	<b>0</b>	<b>1</b>
Prerequisites:	State, Take All: DMA 010, DMA 020, DMA 030, DMA 040 <b>and</b> DMA 050				
Corequisites:	None				
Course Offering Availability:	Fall, Spring, Summer				
This course provides a study of problems involving algebraic representations of quadratic equations. Topics include basic polynomial operations, factoring polynomials, and solving polynomial equations by means of factoring. Upon completion, students should be able to find algebraic solutions to contextual problems with quadratic applications.					
<b>DMA 070</b>	<b>Rational Express/Equation</b>	<b>0.75</b>	<b>0.50</b>	<b>0</b>	<b>1</b>
Prerequisites:	State, Take All: DMA 010, DMA 020, DMA 030, DMA 040 <b>and</b> DMA 060				
Corequisites:	None				
Course Offering Availability:	Fall, Spring, Summer				
This course provides a study of problems involving algebraic representations of rational equations. Topics include simplifying and performing operations with rational expressions and equations, understanding the domain, and determining the reasonableness of an answer. Upon completion, students should be able to find algebraic solutions to contextual problems with rational applications.					
<b>DMA 080</b>	<b>Radical Express/Equations</b>	<b>0.75</b>	<b>0.50</b>	<b>0</b>	<b>1</b>
Prerequisites:	State, Take All: DMA 010, DMA 020, DMA 030, DMA 040 <b>and</b> DMA 050, DMA 060, <b>and</b> DMA 070				
Corequisites:	None				
Course Offering Availability:	Fall, Spring, Summer				
This course provides a study of problems involving algebraic representation of the manipulation of radical expressions and the application of radical equations. Topics include simplifying and performing operations with radical expressions and rational exponents, solving radical equations, and determining the reasonableness of a solution. Upon completion, students should be able to find algebraic solutions to contextual problems with radical applications.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>DRA 111**</b>	<b>Theatre Appreciation</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course provides a study of the art, craft, and business of the theatre. Emphasis is placed on the audience's appreciation of the work of the playwright, director, actor, designer, producer, and critic. Upon completion, students should be able to demonstrate a vocabulary of theatre terms and to recognize the contributions of various theatre artists. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts.</i>					
<b>DRA 112**</b>	<b>Literature of the Theatre</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Fall					
This course provides a survey of dramatic works from the classical Greek through the present. Emphasis is placed on the language of drama, critical theory, and background as well as on play reading and analysis. Upon completion, students should be able to articulate, orally and in writing, their appreciation and understanding of dramatic works. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts.</i>					
<b>DRA 122**</b>	<b>Oral Interpretation</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course introduces the dramatic study of literature through performance. Emphasis is placed on analysis and performance of poetry, drama, and prose fiction. Upon completion, students should be able to embody and discuss critically the speakers inherent in literature. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts.</i>					
<b>DRA 130***</b>	<b>Acting I</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRA 122**					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides an applied study of the actor's craft. Topics include role analysis, training the voice, and body concentration, discipline, and self-evaluation. Upon completion, students should be able to explore their creativity in an acting ensemble. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>DRA 131***</b>	<b>Acting II</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>3</b>
Prerequisites: State, DRA 130***					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides additional hands-on practice in the actor's craft. Emphasis is placed on further analysis, characterization, growth, and training for acting competence. Upon completion, students should be able to explore their creativity in an acting ensemble. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>DRA 145***</b>	<b>Stage Make-Up</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course covers the research, design, selection of materials, and application of stage make-up, prosthetics, wigs, and hairpieces. Emphasis is placed on the development of techniques, style, and presentation of the finished make-up. Upon completion, students should be able to create and apply make-up, prosthetics, and hairpieces. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>DRA 170***</b>	<b>Play Production I</b>	<b>0</b>	<b>9</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course provides an applied laboratory study of the processes involved in the production of a play. Topics include fundamental practices, principles, and techniques associated with producing plays of various periods and styles. Upon completion, students should be able to participate in an assigned position with a college theatre production. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>DRA 171***</b>	<b>Play Production II</b>	<b>0</b>	<b>9</b>	<b>0</b>	<b>3</b>
Prerequisites: State, DRA 170***					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course provides an applied laboratory study of the processes involved in the production of a play. Topics include fundamental practices, principles, and techniques associated with producing plays of various periods and styles. Upon completion, students should be able to participate in an assigned position with a college theatre production. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>DRA 230***</b>	<b>Acting III</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>3</b>
Prerequisites: State, DRA 131***					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course is designed to include an exploration of acting styles. Emphasis is placed on putting the actor's skills to work in a major theatrical form-musical, comedy, or drama. Upon completion, students should be able to explore their creativity in an acting ensemble. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>DRE 096</b>	<b>Integrated Reading and Writing</b>	<b>2.5</b>	<b>1</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer					
This course is designed to develop proficiency in specific integrated and contextualized reading and writing skills and strategies. Topics include reading and writing processes, critical thinking strategies, and recognition and composition of well-developed, coherent, and unified texts; these topics are primarily taught at the introductory level using texts primarily in a Lexile® range of 960 to 1115. Upon completion, students should be able to apply those skills toward understanding a variety of academic and career-related texts and composing effective paragraphs. <i>This course is designed for delivery in 8 weeks, with 7 contact hours per week.</i>					
<b>DRE 097</b>	<b>Integrated Reading Writing II</b>	<b>2.5</b>	<b>1</b>	<b>0</b>	<b>3</b>
Prerequisites: State, DRE 096					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer					
This course is designed to develop proficiency in integrated and contextualized reading and writing skills and strategies. Topics include reading and writing processes, critical thinking strategies, and recognition and composition of well-developed, coherent, and unified texts; except where noted, these topics are taught at a reinforcement level using texts primarily in a Lexile® range of 1070 to 1220. Upon completion, students should be able to demonstrate and apply those skills toward understanding a variety of complex academic and career texts and composing essays incorporating relevant, valid evidence. <i>This course is designed for delivery in 8 weeks, with 7 contact hours per week.</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>DRE 098</b>	<b>Integrated Reading Writing III</b>	<b>2.5</b>	<b>1</b>	<b>0</b>	<b>3</b>
Prerequisites:	State, DRE 097				
Corequisites:	None				

Course Offering Availability: Fall, Spring, Summer

This course is designed to develop proficiency in integrated and contextualized reading and writing skills and strategies. Topics include reading and writing processes, critical thinking strategies, and recognition and composition of well-developed, coherent, and unified texts; these topics are taught using texts primarily in the Lexile® range of 1185 to 1385. Upon completion, students should be able to apply those skills toward understanding a variety of texts at the career and college ready level and toward composing a documented essay. *This course is designed for delivery in 8 weeks, with 7 contact hours per week.*

<b>ECO 151**</b>	<b>Survey of Economics</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, Take All: DMA 010, DMA 020, DMA 030, <b>and</b> DRE 098				
Corequisites:	None				

Course Offering Availability: Fall, Spring

This course, for those who have not received credit for ECO 251 or 252, introduces basic concepts of micro- and macroeconomics. Topics include supply and demand, optimizing economic behavior, prices and wages, money, interest rates, banking system, unemployment, inflation, taxes, government spending, and international trade. Upon completion, students should be able to explain alternative solutions for economic problems faced by private and government sectors. *This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences. This course is also available through the Virtual Learning Community (VLC).*

<b>ECO 251*</b>	<b>Principles of Microeconomics</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, Take All: DMA 010, DMA 020, DMA 030, <b>and</b> DRE 098				
Corequisites:	None				

Course Offering Availability: Fall, Spring

This course introduces economic analysis of individual, business, and industry in the market economy. Topics include the price mechanism, supply and demand, optimizing economic behavior, costs and revenue, market structures, factor markets, income distribution, market failure, and government intervention. Upon completion, students should be able to identify and evaluate consumer and business alternatives in order to efficiently achieve economic objectives. *This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).*

<b>ECO 252*</b>	<b>Principles of Macroeconomics</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, Take All: DMA 010, DMA 020, DMA 030, <b>and</b> DRE 098				
Corequisites:	None				

Course Offering Availability: Fall, Spring

This course introduces economic analysis of aggregate employment, income, and prices. Topics include major schools of economic thought; aggregate supply and demand; economic measures, fluctuations, and growth; money and banking; stabilization techniques; and international trade. Upon completion, students should be able to evaluate national economic components, conditions, and alternatives for achieving socioeconomic goals. *This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).*

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>EDU 119</b>	<b>Intro to Early Child Educ</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>4</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer					
<p>This course introduces the foundations of early childhood education, the diverse educational settings for young children, professionalism and planning intentional developmentally appropriate experiences for each child. Topics include theoretical foundations, national early learning standards, NC Foundations for Early Learning and Development, state regulations, program types, career options, professionalism, ethical conduct, quality inclusive environments, and curriculum responsive to the needs of each child/family. Upon completion, students should be able to design a career/professional development plan, appropriate environments, schedules, and activity plans. <i>This course is also available through the Virtual Learning Community (VLC). This course is part of the NCCDA credential. <b>Note:</b> Students must earn a grade of "C" or better in this course to qualify for the North Carolina Early Childhood Credential (NCECC) or the School-Age Child Care Credential (NCSACCC).</i></p>					
<b>EDU 131</b>	<b>Child, Family, &amp; Community</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: State, DRE 097					
Course Offering Availability: Spring, Summer					
<p>This course covers the development of partnerships between culturally, linguistically and ability diverse families, children, schools and communities through the use of evidence-based strategies. Emphasis is placed on developing skills and identifying benefits for establishing, supporting, and maintaining respectful, collaborative relationships between diverse families, programs/schools, and community agencies/resources reflective of the NAEYC Code of Ethical Conduct. Upon completion, students should be able to identify appropriate relationship building strategies between diverse families, children, schools, and communities and demonstrate a variety of communication skills including appropriate use of technology to support every child. <i>This course is part of the NCCDA credential. This course is also available through the Virtual Learning Community (VLC).</i></p>					
<b>EDU 144</b>	<b>Child Development I</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: State, DRE 097					
<p>This course includes the theories of child development, observation and assessment, milestones, and factors that influence development, from conception through approximately 36 months. Emphasis is placed on knowledge, observation and assessment of developmental sequences in approaches to play/learning, emotional/social, health/physical, language/communication and cognitive domains. Upon completion, students should be able to compare/contrast typical/atypical developmental characteristics, explain biological and environmental factors that impact development, and identify evidence-based strategies for enhancing development for children that are culturally, linguistically, and ability diverse. <i>This course is part of the NCCDA Infant credential. This course is also available through the Virtual Learning Community (VLC).</i></p>					
<b>EDU 145</b>	<b>Child Development II</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: State, DRE 097					
Course Offering Availability: Spring					
<p>This course includes the theories of child development, observation and assessment, milestones, and factors that influence development, from preschool through middle childhood. Emphasis is placed on knowledge, observation and assessment of developmental sequences in approaches to play/learning, emotional/social, health/physical, language/communication and cognitive domains. Upon completion, students should be able to compare/contrast typical/atypical developmental characteristics, explain biological and environmental factors that impact development, and identify evidence-based strategies for enhancing development for children that are culturally, linguistically, and ability diverse. <i>This course is also available through the Virtual Learning Community (VLC).</i></p>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>EDU 146</b>	<b>Child Guidance</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: State, DRE 097					
Course Offering Availability: Fall					
This course introduces evidence-based strategies to build nurturing relationships with each child by applying principles and practical techniques to facilitate developmentally appropriate guidance. Topics include designing responsive/supportive learning environments, cultural, linguistic and socio-economic influences on behavior, appropriate expectations, the importance of communication with children/families including using technology and the use of formative assessments in establishing intentional strategies for children with unique needs. Upon completion, students should be able to demonstrate direct/indirect strategies to encourage social skills, self-regulation, emotional expression and positive behaviors while recognizing the relationship between children's social, emotional and cognitive development. <i>This course is part of the NCCDA Preschool credential. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>EDU 151</b>	<b>Creative Activities</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: State, DRE 097					
Course Offering Availability: Spring					
This course introduces developmentally supportive creative learning environments with attention to divergent thinking, creative problem-solving, evidence-based teaching practices, and open-ended learning materials while applying NC Foundations for Early Learning and Development. Emphasis is placed on observation of process driven learning experiences in art, music, creative movement, dance, and dramatics for every young child age birth through eight, integrated through all domains and academic content. Upon completion, students should be able to examine, create, and adapt developmentally creative learning materials, experiences, and environments for children that are culturally, linguistically, and ability diverse. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>EDU 152</b>	<b>Music, Movement, &amp; Language</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: State, DRE 097					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces a historical perspective of music and movement while integrating whole language learning concepts with emphasis on differentiated instruction. Topics include music, movement, and whole language concepts, learning approaches for culturally, linguistically, and ability diverse children, and use of assistive technology. Upon completion, students should be able to integrate music, movement and language across the curriculum for each child.					
<b>EDU 153</b>	<b>Health, Safety &amp; Nutrition</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: State, DRE 097					
Course Offering Availability: Fall					
This course covers promoting and maintaining the health and well-being of every child. Topics include health and nutritional guidelines, common childhood illnesses, maintaining safe and healthy learning environments, health benefits of active play, recognition and reporting of abuse/neglect, and state regulations. Upon completion, students should be able to apply knowledge of NC Foundations for Early Learning and Development for health, safety, nutritional needs and safe learning environments. <i>This course is part of the NCCDA credential. This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>EDU 154</b>	<b>Social/Emotion/Behav Dev</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	State, Take All: EDU 144 and EDU 145				
Corequisites:	State, DRE 097				
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers the emotional/social development of children and the causes, expressions, prevention and management of challenging behaviors in all children. Emphasis is placed on caregiver/family/child relationships, positive emotional/social environments, developmental concerns, risk factors, and intervention strategies. Upon completion, students should be able to identify factors influencing emotional/social development, utilizing screening measures, and designing positive behavioral supports.					
<b>EDU 162</b>	<b>Observ &amp; Assess in ECE</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	None				
Corequisites:	State, DRE 097				
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces the research, benefits, goals, and ethical considerations associated with observation and formative assessment in early childhood education. Emphasis is placed on the implementation of multiple observation/assessment strategies including anecdotal records, event samples, rating scales, and portfolios to create appropriate learning experiences. Upon completion, students should be able to practice responsible assessment and effectively use tools to assess the child, teacher practices and indoor and outdoor environments to enhance programming; and explain the importance of assessment partnerships with families and other professionals.					
<b>EDU 163</b>	<b>Classroom Mgmt &amp; Instruction</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	None				
Corequisites:	State, DRE 097				
Course Offering Availability: Fall					
This course examines classroom management and evidence-based instructional strategies that create supportive learning environments to provide developmentally appropriate guidance for school-age populations. Topics include classroom management and organization, teaching strategies, individual student differences and learning styles, ongoing systematic observation, and developmentally appropriate classroom guidance techniques. Upon completion, students should be able to utilize developmentally appropriate behavior management and high quality instructional strategies that enhance the teaching/learning process and promote students' academic success.					
<b>EDU 216</b>	<b>Foundations of Education</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>4</b>
Prerequisites:	None				
Corequisites:	State, DRE 098				
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces the American educational system and the teaching profession. Topics include the historical and philosophical influences on education, various perspectives on educational issues, and experiences in K-12 classrooms. Upon completion, students should be able to reflect on classroom observations, analyze the different educational approaches, including classical/traditional and progressive, and have knowledge of the various roles of educational systems at the federal, state and local level. <i>This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>EDU 220</b>	<b>Prog Poli in Early Interv</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	State, Take One: EDU 144 <b>or</b> EDU 234				
Corequisites:	State, DRE 098				
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers program policies, issues, legislation, and service delivery models included in early intervention. Emphasis is placed on trends and policies in early intervention relating to programs for infants and young children with disabilities, family roles, and research outcomes. Upon completion, students should be able to identify roles and responsibilities, describe the referral and placement options and explain the different service delivery models.					
<b>EDU 221</b>	<b>Children with Exceptionalities</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	State, Take All: EDU 144 <b>and</b> EDU 145				
Corequisites:	State, DRE 098				
Course Offering Availability: Fall					
This course covers atypical patterns of child development, inclusive/diverse settings, evidenced-based educational/family plans, differentiated instruction, adaptive materials, and assistive technology. Emphasis is placed on the characteristics of exceptionalities and delays, early intervention/special education, transitions, observation, developmental screening, formative assessment of children, and collaborating with families and community partners. Upon completion, students should be able to recognize diverse abilities, describe the referral process, identify community resources, explain the importance of collaboration with families/professionals, and develop appropriate strategies/adaptations to support children in all environments with best practices as defined by laws, policies and the NC Foundations for Early Learning and Development.					
<b>EDU 223</b>	<b>Specific Learning Disab</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	State, Take All: EDU 144 <b>and</b> EDU 145				
Corequisites:	State, DRE 098				
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides a comprehensive study of characteristics, alternative assessments, teaching strategies, placement options, inclusion, and family intervention for children with specific learning disabilities. Topics include causes, assessment instruments, learning strategies, and collaborative/inclusion methods for children with specific learning disabilities. Upon completion, students should be able to assist in identifying, assessing, and providing educational interventions for children with specific learning disabilities and their families. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>EDU 234</b>	<b>Infants, Toddlers, &amp; Twos</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	State, EDU 119				
Corequisites:	State, DRE 098				
Course Offering Availability: Spring					
This course covers the development of high-quality, individualized, responsive/engaging relationships and experiences for infants, toddlers, and twos. Emphasis is placed on typical and atypical child development, positive early learning experiences, supporting and engaging diverse families, providing safe, warm and nurturing interactions, and the application of the NC Foundations for Early Learning and Development. Upon completion, students should be able to demonstrate responsive planning, respectful relationships and exposure to a variety of developmentally appropriate experiences/materials that support a foundation for healthy development and growth of culturally, linguistically and ability diverse children birth to 36 months. <i>This course is part of the NCCDA Infant credential.</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>EDU 243</b>	<b>Learning Theory</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: State, DRE 098					
Course Offering Availability: Fall					
This course provides lateral entry teachers an introduction to learning theory, various styles of learning, and motivational factors involved in the learning process. Emphasis is placed on the development of cognitive skills using the eight types of intelligence and applying these to practical classroom situations. Upon completion, students should be able to describe theories and styles of learning and discuss the relationship between different types of intelligence to learning motivation.					
<b>EDU 244</b>	<b>Human Growth/Development</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: State, DRE 098					
Course Offering Availability: Spring					
This course introduces lateral entry teachers to theories and ages and stages related to human growth and development from birth through adolescence. Emphasis is placed on development through the stages of a child's life in the areas of physical, emotional, social, intellectual, and moral development. Upon completion, students should be able to identify and describe milestones of each stage in all areas of development and discuss factors that influence growth.					
<b>EDU 245</b>	<b>Policies and Procedures</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: State, DRE 098					
Course Offering Availability: Spring					
This course is designed to introduce new lateral entry teachers to the policies and procedures established by the local education agency. Topics include emergency situation procedures, acceptable discipline, chain of command, role of mentors, evaluation procedures, employment requirements, dress codes, and other policies and procedures. Upon completion, students should be able to explain the policies and procedures to students, parents, or others and discuss the purpose of each policy category.					
<b>EDU 247</b>	<b>Sensory &amp; Physical Disab</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take All: EDU 144 and EDU 145					
Corequisites: State, DRE 098					
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers characteristics, intervention strategies, assistive technologies, and inclusive practices for children with sensory and physical disabilities. Topics include inclusive placement options, utilization of support services, other health impairments and family involvement for children with sensory and physical disabilities. Upon completion, students should be able to identify and utilize intervention strategies and service delivery options for those specific disabilities. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>EDU 248</b>	<b>Developmental Delays</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take All: EDU 144 and EDU 145					
Corequisites: State, DRE 098					
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers the causes and assessment of developmental delays and individualized instruction and curriculum for children with developmental delays. Emphasis is placed on definition, characteristics, assessment, educational strategies, inclusion, family involvement, and services for children with developmental delays. Upon completion, students should be able to identify, assess, and plan educational intervention strategies for children with developmental delays and their families. <i>This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>EDU 251</b>	<b>Exploration Activities</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: State, DRE 098					
Course Offering Availability: Spring					
This course covers fundamental concepts in the content areas of science, technology, engineering, math and social studies through investigative experiences. Emphasis is placed on exploring fundamental concepts, developmentally appropriate scope and sequence, and teaching strategies to engage each child in the discovery approach. Upon completion, students should be able to understand major concepts in each content area and implement appropriate experiences for young children.					
<b>EDU 259</b>	<b>Curriculum Planning</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, EDU 119					
Corequisites: State, DRE 098					
Course Offering Availability: Fall					
This course is designed to focus on using content knowledge to build developmentally effective approaches for culturally/linguistically/ability diverse young children. Topics include components of curriculum, a variety of curriculum models, authentic observation and assessment, and planning developmentally appropriate experiences aligned with the NC Foundations for Early Learning and Development. Upon completion, students should be able to understand, evaluate, and use curriculum to plan for individual/group needs.					
<b>EDU 261</b>	<b>Early Childhood Admin I</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: State, Take All: DRE 098 and EDU 119					
Course Offering Availability: Fall					
This course introduces principles and practices essential to preparing and supporting child care administrators. Topics include program philosophy, policies and procedures, NC Child Care Law and Rules, business planning, personnel and fiscal management, and NAEYC Code of Ethical Conduct Supplement for Early Childhood Program Administration. Upon completion, students should be able to articulate a developmentally appropriate program philosophy, locate current state licensing regulations, analyze a business plan and examine comprehensive program policies and procedures. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>EDU 262</b>	<b>Early Childhood Admin II</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, EDU 261					
Corequisites: State, Take All: DRE 098 and EDU 119					
Course Offering Availability: Spring					
This course focuses on advocacy/leadership, public relations/community outreach and program quality/evaluation for diverse early childhood programs. Topics include program evaluation/accreditation, involvement in early childhood professional organizations, leadership/mentoring, family, volunteer and community involvement and early childhood advocacy. Upon completion, students should be able to define and evaluate all components of early childhood programs, develop strategies for advocacy and integrate community into programs. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>EDU 271</b>	<b>Educational Technology</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: State, DRE 098					
Course Offering Availability: Fall					
This course introduces the ethical use of technology to enhance teaching and learning in all educational settings. Emphasis is placed on technology concepts, ethical issues, digital citizenship, instructional strategies, assistive technology, and the use of technology for professional development and communication. Upon completion, students should be able to discuss technology concepts, ethically use a variety of technology resources, demonstrate appropriate technology skills in educational environments, and identify assistive technology. <i>This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>EDU 280</b>	<b>Language &amp; Literacy Experiences</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	None				
Corequisites:	State, DRE 098				
Course Offering Availability: Spring					
This course provides evidence-based strategies for enhancing language and literacy experiences that align with NC Foundations for Early Learning and Development. Topics include developmental sequences for children's emergent receptive and expressive language, print concepts, appropriate observations/assessments, literacy enriched environments, quality selection of diverse literature, interactive media, and inclusive practices. Upon completion, students should be able to select, plan, implement and evaluate developmentally appropriate language and literacy experiences for children who are culturally, linguistically and ability diverse. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>EDU 284</b>	<b>Early Child Capstone Prac</b>	<b>1</b>	<b>9</b>	<b>0</b>	<b>4</b>
Prerequisites:	State, Take All: EDU 119, EDU 144, EDU 145, EDU 146, and EDU 151				
Corequisites:	State, DRE 098				
Course Offering Availability: Fall, Spring					
This course is designed to allow students to demonstrate acquired skills in a three star (minimum) or NAEYC accredited or equivalent, quality early childhood environment. Emphasis is placed on designing, implementing and evaluating developmentally appropriate activities and environments for all children; supporting/engaging families; and modeling reflective and professional practices based on national and state guidelines. Upon completion, students should be able to apply NC Foundations for Early Learning and Development to demonstrate developmentally appropriate plans/assessments, appropriate guidance techniques and ethical/professional behaviors, including the use of appropriate technology, as indicated by assignments and onsite faculty assessments.					
<b>EDU 287</b>	<b>Leadership/Early Child Ed</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	State, Take All: EDU 119, EDU 131, EDU 144, and EDU 145				
Corequisites:	State, DRE 098				
Course Offering Availability: Spring					
This course is designed to facilitate and guide the development of early childhood professionals preparing for leadership roles in improving community early childhood services. Topics include principles of social change, characteristics of effective leaders, techniques of action research, childcare funding mechanisms, quality initiatives, and key issues in early care. Upon completion, students should be able to identify key issues; develop strategic plans; establish relationships with community leaders; and identify opportunities and barriers for advocacy.					
<b>ELC 112</b>	<b>DC/AC Electricity</b>	<b>3</b>	<b>6</b>	<b>0</b>	<b>5</b>
Prerequisites:	None				
Corequisites:	None				
Course Offering Availability: Fall					
This course introduces the fundamental concepts of and computations related to DC/AC electricity. Emphasis is placed on DC/AC circuits, components, operation of test equipment; and other related topics. Upon completion, students should be able to construct, verify, and analyze simple DC/AC circuits.					
<b>ELC 113</b>	<b>Residential Wiring</b>	<b>2</b>	<b>6</b>	<b>0</b>	<b>4</b>
Prerequisites:	None				
Corequisites:	None				
Course Offering Availability: Fall					
This course introduces the care/usage of tools and materials used in residential electrical installations and the requirements of the National Electrical Code. Topics include NEC, electrical safety, and electrical print reading; planning, layout; and installation of electrical distribution equipment; lighting; overcurrent protection; conductors; branch circuits; and conduits. Upon completion, students should be able to properly install conduits, wiring, and electrical distribution equipment associated with residential electrical installations.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>ELC 114</b>	<b>Commercial Wiring</b>	<b>2</b>	<b>6</b>	<b>0</b>	<b>4</b>
Prerequisites: Local, ELC 113					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides instruction in the application of electrical tools, materials, and test equipment associated with commercial electrical installations. Topics include the NEC; safety; electrical blueprints; planning, layout, and installation of equipment and conduits; and wiring devices such as panels and overcurrent devices. Upon completion, students should be able to properly install equipment and conduits associated with commercial electrical installations.					
<b>ELC 115</b>	<b>Industrial Wiring</b>	<b>2</b>	<b>6</b>	<b>0</b>	<b>4</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course covers layout, planning, and installation of wiring systems in industrial facilities. Emphasis is placed on industrial wiring methods and materials. Upon completion, students should be able to install industrial systems and equipment.					
<b>ELC 117</b>	<b>Motors and Controls</b>	<b>2</b>	<b>6</b>	<b>0</b>	<b>4</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces the fundamental concepts of motors and motor controls. Topics include ladder diagrams, pilot devices, contactors, motor starters, motors, and other control devices. Upon completion, students should be able to properly select, connect, and troubleshoot motors and control circuits.					
<b>ELC 118</b>	<b>National Electrical Code</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course covers the use of the current National Electrical Code. Topics include the NEC history, wiring methods, overcurrent protection, materials, and other related topics. Upon completion, students should be able to effectively use the NEC.					
<b>ELC 125</b>	<b>Diagrams and Schematics</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course covers the interpretation of electrical diagrams, schematics, and drawings common to electrical applications. Emphasis is placed on reading and interpreting electrical diagrams and schematics. Upon completion, students should be able to read and interpret electrical diagrams and schematics.					
<b>ELC 128</b>	<b>Intro to PLC</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Summer					
This course introduces the programmable logic controller (PLC) and its associated applications. Topics include ladder logic diagrams, input/output modules, power supplies, surge protection, selection/installation of controllers, and interfacing of controllers with equipment. Upon completion, students should be able to understand basic PLC systems and create simple programs.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>ELC 130</b>	<b>Advanced Motors/Controls</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites:	State, Take One: ELC 111, ELC 112, ELC 131, or ELC 138				
Corequisites:	None				
Course Offering Availability:	Spring				
This course covers motors concepts, construction and characteristics and provides a foundation in motor controls. Topics include motor control ladder logic, starters, timers, overload protection, braking, reduced voltage starting, SCR control, AC/DC drives, system and component level troubleshooting. Upon completion, students should be able to specify, connect, control, troubleshoot, and maintain motors and motor control systems.					
<b>ELC 131</b>	<b>Circuit Analysis I</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites:	Local, Take All: DMA 010, DMA 020 and DMA 030				
Corequisites:	None				
Course Offering Availability:	Fall and Spring				
This course introduces DC and AC electricity with an emphasis on circuit analysis, measurements, and operation of test equipment. Topics include DC and AC principles, circuit analysis laws and theorems, components, test equipment operation, circuit simulation, and other related topics. Upon completion, students should be able to interpret circuit schematics; design, construct, verify, and analyze DC/AC circuits; and properly use test equipment.					
<b>ELC 133</b>	<b>Circuit Analysis II</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites:	Local, ELC 131				
Corequisites:	None				
Course Offering Availability:	Spring				
This course covers additional concepts of DC/AC electricity, the use of test equipment, and measurement techniques. Topics include the application of network theorems such as delta/wye transformations, Superposition Theorem, and other advanced circuit analysis principles. Upon completion, students should be able to construct and analyze DC/AC circuits used advanced circuit analysis theorems, circuit simulators, and test equipment.					
<b>ELC 213</b>	<b>Instrumentation</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
Prerequisites:	None				
Corequisites:	None				
Course Offering Availability:	Spring				
This course covers the fundamentals of instrumentation used in industry. Emphasis is placed on electric, electronic, and other instruments. Upon completion, students should be able to install, maintain, and calibrate instrumentation.					
<b>ELC 215</b>	<b>Electrical Maintenance</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites:	None				
Corequisites:	None				
Course Offering Availability:	Spring				
This course introduces the theory of maintenance and the skills necessary to maintain electrical equipment found in industrial and commercial facilities. Topics include maintenance theory, predictive and preventive maintenance, electrical equipment operation and maintenance, and maintenance documentation. Upon completion, students should be able to perform maintenance on electrical equipment in industrial and commercial facilities.					
<b>ELC 220</b>	<b>Photovoltaic Sys Tech</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites:	None				
Corequisites:	None				
Course Offering Availability:	Spring				
This course introduces the concepts, tools, techniques, and materials needed to understand systems that convert solar energy into electricity with photovoltaic (pv) technologies. Topics include site analysis for system integration, building codes, and advances in photovoltaic technology. Upon completion, students should be able to demonstrate an understanding of the principles of photovoltaic technology and current applications.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>ELN 131</b>	<b>Analog Electronics I</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites:	Local, ELC 131				
Corequisites:	None				
Course Offering Availability:	Spring				
This course introduces the characteristics and applications of semiconductor devices and circuits. Emphasis is placed on analysis, selection, biasing, and applications. Upon completion, students should be able to construct, analyze, verify, and troubleshoot analog circuits using appropriate techniques and test equipment.					
<b>ELN 132</b>	<b>Analog Electronics II</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites:	Local, ELN 131				
Corequisites:	None				
Course Offering Availability:	Course offered at the discretion of the Dean				
This course covers additional applications of analog electronic circuits with an emphasis on analog and mixed signal integrated circuits (IC). Topics include amplification, filtering, oscillation, voltage regulation, and other analog circuits. Upon completion, students should be able to construct, analyze, verify, and troubleshoot analog electronic circuits using appropriate techniques and test equipment.					
<b>ELN 133</b>	<b>Digital Electronics</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites:	None				
Corequisites:	None				
Course Offering Availability:	Fall				
This course covers combinational and sequential logic circuits. Topics include number systems, Boolean algebra, logic families, medium scale integration (MSI) and large scale integration (LSI) circuits, analog to digital (AD) and digital to analog (DA) conversion, and other related topics. Upon completion, students should be able to construct, analyze, verify, and troubleshoot digital circuits using appropriate techniques and test equipment.					
<b>ELN 150</b>	<b>CAD for Electronics</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>2</b>
Prerequisites:	None				
Corequisites:	None				
Course Offering Availability:	Spring				
This course introduces computer-aided drafting (CAD) with an emphasis on applications in the electronics field. Topics include electronics industry standards (symbols, schematic diagrams, layouts); drawing electronic circuit diagrams; and specialized electronic drafting practices and components such as resistors, capacitors, and ICs. Upon completion, students should be able to prepare electronic drawings with CAD software.					
<b>ELN 229</b>	<b>Industrial Electronics</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites:	None				
Corequisites:	None				
Course Offering Availability:	Spring				
This course covers semiconductor devices used in industrial applications. Topics include the basic theory, application, and operating characteristics of semiconductor devices. Upon completion, students should be able to construct and/or troubleshoot these devices for proper operation in an industrial electronic circuit.					
<b>ELN 232</b>	<b>Introduction to Microprocessors</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites:	Local, ELN 133				
Corequisites:	None				
Course Offering Availability:	Fall				
This course introduces microprocessor architecture and microcomputer systems including memory and input/output interfacing. Topics include low-level language programming, bus architecture, I/O systems, memory systems, interrupts, and other related topics. Upon completion, students should be able to interpret, analyze, verify, and troubleshoot fundamental microprocessor circuits and programs using appropriate techniques and test equipment.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>ELN 233</b>	<b>Microprocessor Systems</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites: Local, ELN 232, CSC 133					
Corequisites: None					
Course Offering Availability: Spring					
This course covers the application and design of microprocessor control systems. Topics include control and interfacing of systems using AD/DA, serial/parallel I/O, communication protocols, and other related applications. Upon completion, students should be able to design, construct, program, verify, analyze, and troubleshoot fundamental microprocessor interface and control circuits using related equipment.					
<b>ELN 235</b>	<b>Data Communication Sys</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites: Local, ELN 133					
Corequisites: None					
Course Offering Availability: Fall					
This course covers data communication systems and the transmission of digital information from source to destination. Topics include data transmission systems, interfaces and modems, protocols, networks, and other related topics. Upon completion, students should be able to demonstrate knowledge of the concepts associated with data communication systems.					
<b>ELN 247</b>	<b>Electronic App Project</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: Local, ELN 233					
Course Offering Availability: Spring					
This course provides a structured approach to an application-oriented electronics project. Emphasis is placed on selecting, planning, implementing, testing, and presenting an application-oriented project. Upon completion, students should be able to present and demonstrate an electronics application-oriented project.					
<b>ELN 260</b>	<b>Prog Logic Controllers</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course provides a detailed study of PLC applications, with a focus on design of industrial controls using the PLC. Topics include PLC components, memory organization, math instructions, documentation, input/output devices, and applying PLCs in industrial control systems. Upon completion, students should be able to select and program a PLC system to perform a wide variety of industrial control functions.					
<b>ELN 275</b>	<b>Troubleshooting</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>2</b>
Prerequisites: Local, ELN 131, ELN 133					
Corequisites: None					
Course Offering Availability: Fall					
This course covers techniques of analyzing and repairing failures in electronic equipment. Topics include safety, signal tracing, use of service manuals, and specific troubleshooting methods for analog, digital, and other electronics-based circuits and systems. Upon completion, students should be able to logically diagnose and isolate faults and perform necessary repairs to meet manufacturers' specifications.					
<b>ENG 102</b>	<b>Applied Communications II</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 097					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course is designed to enhance writing and speaking skills for the workplace. Emphasis is placed on generating short writings such as job application documents, memoranda, and reports and developing interpersonal communication skills with employees and the public. Upon completion, students should be able to prepare effective, short, and job-related written and oral communications. <i>This is a diploma level course.</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>ENG 110</b>	<b>Freshman Composition</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, DRE 097					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course is designed to develop informative and business writing skills. Emphasis is placed on logical organization of writing, including effective introductions and conclusions, precise use of grammar, and appropriate selection and use of sources. Upon completion, students should be able to produce clear, concise, well-organized short papers.					
<b>ENG 111*</b>	<b>Writing and Inquiry</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer					
This course is designed to develop the ability to produce clear writing in a variety of genres and formats using a recursive process. Emphasis includes inquiry, analysis, effective use of rhetorical strategies, thesis development, audience awareness, and revision. Upon completion, students should be able to produce unified, coherent, well-developed essays using standard written English. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in English Composition. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>ENG 111A</b>	<b>Writing and Inquiry Lab</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>
Prerequisites: State, DRE 098					
Corequisites: State, ENG 111					
Course Offering Availability: Course offered at the discretion of the Dean					
This writing laboratory is designed to apply the skills introduced in ENG 111. Emphasis is placed on the editing and revision components of the writing process. Upon completion, students should be able to apply those skills in the production of final drafts in ENG 111.					
<b>ENG 112*</b>	<b>Writing &amp; Research in the Disciplines</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, ENG 111*					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer					
This course, the second in a series of two, introduces research techniques, documentation styles, and writing strategies. Emphasis is placed on analyzing information and ideas and incorporating research findings into documented writing and research projects. Upon completion, students should be able to evaluate and synthesize information from primary and secondary sources using documentation appropriate to various disciplines. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in English Composition. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>ENG 116</b>	<b>Technical Report Writing</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take One: ENG 110 or ENG 111*					
Corequisites: None					
Course Offering Availability: Spring					
This course, the second in a series of two, introduces layout and design of technical reports used in business and industry. Emphasis is placed on audience analysis, data collection and analysis, technical writing style and organization, oral presentation of technical data, and the appropriate use of graphics in written and oral presentations. Upon completion, students should be able to produce written and oral reports using a variety of technical communication models.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>ENG 125***</b>	<b>Creative Writing I</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, ENG 111*					
Corequisites: None					
Course Offering Availability: Spring					
This course is designed to provide students with the opportunity to practice the art of creative writing. Emphasis is placed on writing fiction, poetry, and sketches. Upon completion, students should be able to craft and critique their own writing and critique the writing of others. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>ENG 231*</b>	<b>American Literature I</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take One: ENG 112* or ENG 114**					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course covers selected works in American literature from its beginnings to 1865. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to analyze and interpret literary works in their historical and cultural contexts. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>ENG 232*</b>	<b>American Literature II</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take One: ENG 112* or ENG 114**					
Corequisites: None					
Course Offering Availability: Spring, Summer					
This course covers selected works in American literature from 1865 to the present. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to analyze and interpret literary works in their historical and cultural contexts. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>ENG 241*</b>	<b>British Literature I</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take One: ENG 112* or ENG 114**					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course covers selected works in British literature from its beginnings to the Romantic Period. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to literary works in their historical and cultural contexts. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>ENG 242*</b>	<b>British Literature II</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take One: ENG 112* or ENG 114**					
Corequisites: None					
Course Offering Availability: Spring, Summer					
This course covers selected works in British literature from the Romantic Period to the present. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to literary works in their historical and cultural contexts. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>ENG 261**</b>	<b>World Literature I</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	State, Take One: ENG 112* or ENG 114**				
Corequisites:	None				
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces selected works from the Pacific, Asia, Africa, Europe, and the Americas from their literary beginnings through the seventeenth century. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to selected works. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>ENG 262**</b>	<b>World Literature II</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	State, Take One: ENG 112* or ENG 114**				
Corequisites:	None				
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces selected works from the Pacific, Asia, Africa, Europe, and the Americas from the eighteenth century to the present. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to selected works. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>ETR 210</b>	<b>Intro to Entrepreneurship</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	None				
Corequisites:	None				
Course Offering Availability: Fall					
This course provides a survey of the starting and operating of an entrepreneurial venture. Topics include new venture creation, the business plan, economics of the business, determining resource needs and acquiring resources, marketing, technology, leadership skills, and business ethics. Upon completion, students should be able to demonstrate an understanding of entrepreneurship concepts and how to use the entrepreneurial mindset to succeed in their careers.					
<b>ETR 220</b>	<b>Innovation and Creativity</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	None				
Corequisites:	None				
Course Offering Availability: Fall					
This course provides a study of developing and enhancing individual and organizational creativity and innovation. Topics include that innovation needs to be applied to products, services, and processes to increase competitive advantages and add value to businesses. Upon completion, students should be able to apply innovation and creativity principles in the work place.					
<b>ETR 230</b>	<b>Entrepreneur Marketing</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	None				
Corequisites:	None				
Course Offering Availability: Fall					
This course covers the techniques to correctly research and define the target market to increase sales for start up businesses or to expand current businesses. Topics include how to target market and meet customers' needs with a limited budget in the early stages of the life of a start up business. Upon completion, students should be able to demonstrate an understanding of how to correctly target market for a start-up business with limited resources.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>ETR 240</b>	<b>Funding for Entrepreneurs</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, ACC 120***					
Corequisites: None					
Course Offering Availability: Spring					
This course provides a focus on the financial issues and needs confronting entrepreneurs attempting to grow their businesses by attracting startup and growth capital. Topics include sources of funding including angel investors, venture capital, IPO's, private placement, banks, suppliers, buyers, partners, and the government. Upon completion, students should be able to demonstrate an understanding of how to effectively finance a business venture.					
<b>ETR 270</b>	<b>Entrepreneurship Issues</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces current and emerging entrepreneurship issues and opportunities. Topics include franchising, import/export, small business taxes, legal structures, negotiations, contract management, and time management. Upon completion, students should be able to apply a variety of analytical and decision-making requirements to start a new business.					
<b>GEL 111*</b>	<b>Geology</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course introduces basic landforms and geological processes. Topics include rocks, minerals, volcanoes, fluvial processes, geological history, plate tectonics, glaciers, and coastal dynamics. Upon completion, students should be able to describe basic geological processes that shape the earth. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Natural Science. This is a Universal General Education Transfer Component (UGETC) course.</i>					
<b>GRO 120</b>	<b>Gerontology</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course covers the psychological, social, and physical aspects of aging. Emphasis is placed on the factors that promote mental and physical well-being. Upon completion, students should be able to recognize the aging process and its psychological, social, and physical aspects.					
<b>GRO 220</b>	<b>Psy/Soc Aspects of Aging</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, PSY 150*					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces the individual and social aspects of the aging process. Topics include psychological and social factors of aging; roles of older adults within families, work, and community; and adjustments to aging and retirement.					
<b>GRO 230</b>	<b>Health, Wellness, &amp; Nutrition</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course covers basic concepts of health, wellness, and nutrition related to aging. Emphasis is placed on nutrition and diet, physical activity and exercise, and maintenance of well-being. Upon completion, students should be able to identify health, wellness, and nutrition concepts related to aging.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>GRO 240</b>	<b>Gerontology Care Managing</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>

Prerequisites: State, GRO 120  
Corequisites: None

Course Offering Availability: Fall

This course covers community resources; discusses care management, including assessment, care-planning, evaluation, issues of family, high-risk and self-care. Topics include funding, eligibility for community and health resources, care management protocols, care plan development, identification of major resources and barriers to self-care. Upon completion, students will be able to develop a care plan for older adults at various levels of needs, including community and health resources.

<b>HEA 110***</b>	<b>Personal Health/Wellness</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
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Prerequisites: Local, DRE 098  
Corequisites: None

Course Offering Availability: Fall, Spring

This course provides an introduction to basic personal health and wellness. Emphasis is placed on current health issues such as nutrition, mental health, and fitness. Upon completion, students should be able to demonstrate an understanding of the factors necessary to the maintenance of health and wellness. *This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement. This course is also available through the Virtual Learning Community (VLC).*

<b>HEA 112***</b>	<b>First Aid &amp; CPR</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
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Prerequisites: Local, DRE 098  
Corequisites: None

Course Offering Availability: Course offered at the discretion of the Dean

This course introduces the basics of emergency first aid treatment. Topics include rescue breathing, CPR, first aid for choking and bleeding, and other first aid procedures. Upon completion, students should be able to demonstrate skills in providing emergency care for the sick and injured until medical help can be obtained. *This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.*

<b>HIS 111*</b>	<b>World Civilizations I</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
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Prerequisites: Local, DRE 098  
Corequisites: None

Course Offering Availability: Fall, Spring, Summer-at the discretion of the Dean

This course introduces world history from the dawn of civilization to the early modern era. Topics include Eurasian, African, American, and Greco-Roman civilizations and Christian, Islamic and Byzantine cultures. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in pre-modern world civilizations. *This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences. This is a Universal General Education Transfer Component (UGETC) course.*

<b>HIS 112*</b>	<b>World Civilizations II</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
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Prerequisites: Local, DRE 098  
Corequisites: None

Course Offering Availability: Fall, Spring, Summer-at the discretion of the Dean

This course introduces world history from the early modern era to the present. Topics include the cultures of Africa, Europe, India, China, Japan, and the Americas. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in modern world civilizations. *This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).*

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>HIS 131*</b>	<b>American History I</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, DRE 098				
Corequisites:	None				
Course Offering Availability:	Fall, Spring, Summer-at the discretion of the Dean				
This course is a survey of American history from pre-history through the Civil War era. Topics include the migrations to the Americas, the colonial and revolutionary periods, the development of the Republic, and the Civil War. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in early American history. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>HIS 132*</b>	<b>American History II</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, DRE 098				
Corequisites:	None				
Course Offering Availability:	Fall, Spring, Summer-at the discretion of the Dean				
This course is a survey of American history from the Civil War era to the present. Topics include industrialization, immigration, the Great Depression, the major American wars, the Cold War, and social conflict. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in American history since the Civil War. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>HIS 221***</b>	<b>African-American History</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, DRE 098				
Corequisites:	None				
Course Offering Availability:	Course offered at the discretion of the Dean				
This course covers African-American history from the Colonial period to the present. Topics include African origins, the slave trade, the Civil War, Reconstruction, the Jim Crow era, the civil rights movement, and contributions of African Americans. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in the history of African Americans. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>HRM 245</b>	<b>Human Resource Mgmt - Hosp</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	None				
Corequisites:	None				
Course Offering Availability:	Spring				
This course introduces a systematic approach to human resource management in the hospitality industry. Topics include training/development, staffing, selection, hiring, recruitment, evaluation, benefit administration, employee relations, labor regulations/laws, discipline, motivation, productivity, shift management, contract employees and organizational culture. Upon completion, students should be able to apply human resource management skills for the hospitality industry.					
<b>HSE 110</b>	<b>Introduction to Human Services</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, DRE 098				
Corequisites:	None				
Course Offering Availability:	Course offered at the discretion of the Dean				
This course introduces the human services field, including the history, agencies, roles, and careers. Topics include personal/professional characteristics, diverse populations, community resources, disciplines in the field, systems, ethical standards, and major theoretical and treatment approaches. Upon completion, students should be able to identify the knowledge, skills, and roles of the human services worker. <i>This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>HSE 112</b>	<b>Group Process I</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites: Local, Enrollment in the HSE program					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces interpersonal concepts and group dynamics. Emphasis is placed on self-awareness facilitated by experiential learning in small groups with analysis of personal experiences and the behavior of others. Upon completion, students should be able to show competence in identifying and explaining how people are influenced by their interactions in group settings.					
<b>HSE 123</b>	<b>Interviewing Techniques</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers the purpose, structure, focus, and techniques employed in effective interviewing. Emphasis is placed on observing, attending, listening, responding, recording, and summarizing of personal histories with instructor supervision. Upon completion, students should be able to perform the basic interviewing skills needed to function in the helping relationship.					
<b>HSE 125</b>	<b>Counseling</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers the major approaches to psychotherapy and counseling, including theory, characteristics, and techniques. Emphasis is placed on facilitation of self-exploration, problem solving, decision making, and personal growth. Upon completion, students should be able to understand various theories of counseling and demonstrate counseling techniques.					
<b>HSE 210</b>	<b>Human Services Issues</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers current issues and trends in the field of human services. Emphasis is placed on contemporary topics with relevance to special issues in a multi-faceted field. Upon completion, students should be able to integrate the knowledge, skills, and experiences gained in classroom and clinical experiences with emerging trends in the field. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>HSE 225</b>	<b>Crisis Intervention</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces the basic theories and principles of crisis intervention. Emphasis is placed on identifying and demonstrating appropriate and differential techniques for intervening in various crisis situations. Upon completion, students should be able to assess crisis situations and respond appropriately.					
<b>HSE 245</b>	<b>Stress Management</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers stressors and techniques for stress management. Topics include anger, assertiveness, breathing, change, coping skills, family, time management, meditation, guided imagery, and journaling. Upon completion, students should be able to identify areas of stress and the skills and management techniques for dealing with stressors.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>HSE 250</b>	<b>Financial Services</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces those agencies that provide income maintenance casework services. Emphasis is placed on qualifying applicants for a variety of economic assistant programs offered by human services agencies. Upon completion, students should be able to make a factual and objective assessment of a client's economic situation to qualify them for economic assistance.					
<b>HSE 251</b>	<b>Activities Planning</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces skills and techniques used in recreation and leisure activities to enhance the lives of special populations. Emphasis is placed on music, art, and recreational activities. Upon completion, students should be able to define, plan, and adapt recreational activities for selected groups and individuals to maintain quality of life.					
<b>HSE 255</b>	<b>Health Problems &amp; Prevention</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course surveys a range of health problems and issues, including the development of prevention strategies. Topics include teen pregnancy, HIV/AIDS, tuberculosis, communicable diseases, professional burnout, substance abuse, and sexually transmitted diseases. Upon completion, students should be able to identify health issues and demonstrate prevention strategies.					
<b>HTO 110</b>	<b>Intro to Histo</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take All: BIO 163, BIO 275, CHM 130 and CHM 130A					
Corequisites: State, BIO 271					
Course Offering Availability: Summer					
This course provides an introduction to histology laboratory operations and the professional responsibilities of the histologic technician. Emphasis is placed on organization, terminology, specimen accession, record keeping, quality assurance, OSHA regulations, quality improvement, principles and concepts of medical ethics, and legal issues. Upon completion, students should be able to describe the requirements and responsibilities of the daily operation of a histology laboratory.					
<b>HTO 120</b>	<b>Histology</b>	<b>4</b>	<b>3</b>	<b>0</b>	<b>5</b>
Prerequisites: State, HTO 110					
Corequisites: None					
Course Offering Availability: Fall					
This course provides an overview of the microscopic arrangement and identification of cells and tissues in the human body. Emphasis is placed on classification and relationships of the structure and function of microscopic systems. Upon completion, students should be able to microscopically identify cells, tissues, and organs of the human body.					
<b>HTO 130</b>	<b>Histotechniques</b>	<b>4</b>	<b>3</b>	<b>0</b>	<b>5</b>
Prerequisites: State, HTO 110					
Corequisites: None					
Course Offering Availability: Fall					
This course provides an introduction to histologic techniques. Emphasis is placed on dissection, fixation, tissue processing, embedding, decalcification, cytology preparation techniques and frozen sectioning. Upon completion, students should be able to dissect, process, and cut high quality tissue sections.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>HTO 140</b>	<b>Histochemistry</b>	<b>4</b>	<b>3</b>	<b>0</b>	<b>5</b>
Prerequisites: State, HTO 110					
Corequisites: State, HTO 130					
Course Offering Availability: Fall					
This course covers enzyme and immunological reactions as they relate to tissue staining. Emphasis is placed on basic, special, and immunohistochemical staining. Upon completion, students should be able to produce basic and special stains and be able to stain high quality tissue sections.					
<b>HTO 210</b>	<b>Histopathology</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites: State, Take All: HTO 120, HTO 130 and HTO 140					
Corequisites: None					
Course Offering Availability: Spring					
This course provides students with the correlation between histologic procedures and disease processes. Emphasis is placed on changes in tissue associated with various disease states and the use of selected special stains and techniques in identifying disease processes. Upon completion, students should be able to process tissue samples or apply stain, and prepare tissue to be viewed under a microscope.					
<b>HTO 220</b>	<b>Histotechnology Clinical</b>	<b>0</b>	<b>0</b>	<b>24</b>	<b>8</b>
Prerequisites: State, HTO 130					
Corequisites: State, HTO 210					
Course Offering Availability: Spring					
This course provides the entry-level histotechnician clinical experience in an approved clinical histology laboratory. Emphasis is placed on learning and performing routine laboratory operations and the production of a slide set for the practical component of the certification examination. Upon completion, students should be able to demonstrate proficiency in histologic techniques and be prepared to apply to take the Histology Technician certification exam.					
<b>HTO 230</b>	<b>Professional Issues</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, HTO 130					
Corequisites: State, HTO 220					
Course Offering Availability: Spring					
This course provides the practical application and integration of histology theory and practice using case studies. Topics include laboratory operations and accreditation processes, professional and ethical issues, laboratory management principles, and preparation for the certification examination. Upon completion, students should be able to demonstrate beginning level skills as a histotechnician and be prepared to apply to take the histotechnician certification exam.					
<b>HUM 115**</b>	<b>Critical Thinking</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer					
This course introduces the use of critical thinking skills in the context of human conflict. Emphasis is placed on evaluating information, problem solving, approaching cross-cultural perspectives, and resolving controversies and dilemmas. Upon completion, students should be able to demonstrate orally and in writing the use of critical thinking skills in the analysis of appropriate texts. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/ Fine Arts. This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>HUM 122**</b>	<b>Southern Culture</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, DRE 098				
Corequisites:	None				
Course Offering Availability:	Fall, Spring				
<p>This course explores the major qualities that make the South a distinct region. Topics include music, politics, literature, art, religion, race relations, and the role of social class in historical and contemporary contexts. Upon completion, students should be able to identify the characteristics that distinguish Southern culture. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts. This course is also available through the Virtual Learning Community (VLC).</i></p>					
<b>HUM 150**</b>	<b>American Women's Studies</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, DRE 098				
Corequisites:	None				
Course Offering Availability:	Fall, Spring				
<p>This course provides an inter-disciplinary study of the history, literature, and social roles of American women from Colonial times to the present. Emphasis is placed on women's roles as reflected in American language usage, education, law, the workplace, and mainstream culture. Upon completion, students should be able to identify and analyze the roles of women as reflected in various cultural forms. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts. This course is also available through the Virtual Learning Community (VLC).</i></p>					
<b>HYD 110</b>	<b>Hydraulics/Pneumatics I</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites:	None				
Corequisites:	None				
Course Offering Availability:	Fall				
<p>This course introduces the basic components and functions of hydraulic and pneumatic systems. Topics include standard symbols, pumps, control valves, control assemblies, actuators, FRL, maintenance procedures, and switching and control devices. Upon completion, students should be able to understand the operation of a fluid power system, including design, application, and troubleshooting.</p>					
<b>ISC 110</b>	<b>Workplace Safety</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
Prerequisites:	None				
Corequisites:	None				
Course Offering Availability:	Summer				
<p>This course introduces the basic concepts of workplace safety. Topics include fire, ladders, lifting, lock-out/tag-out, personal protective devices, and other workplace safety issues related to OSHA compliance. Upon completion, students should be able to demonstrate an understanding of the components of a safe workplace. <i>This course is also available through the Virtual Learning Community (VLC).</i></p>					
<b>ISC 112</b>	<b>Industrial Safety</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites:	None				
Corequisites:	None				
Course Offering Availability:	Spring				
<p>This course introduces the principles of industrial safety. Emphasis is placed on industrial safety and OSHA regulations. Upon completion, students should be able to demonstrate knowledge of a safe working environment and OSHA compliance. <i>This course is also available through the Virtual Learning Community (VLC).</i></p>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>ISC 121</b>	<b>Environmental Health &amp; Safety</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall and at the discretion of the Dean					
This course covers workplace environmental health and safety concepts. Emphasis is placed on managing the implementation and enforcement of environmental health and safety regulations and on preventing accidents, injuries, and illnesses. Upon completion, students should be able to demonstrate an understanding of basic concepts of environmental health and safety.					
<b>ISC 131</b>	<b>Quality Management</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides a study and analysis of the aspects and implications of quality management that lead to customer satisfaction through continuous quality improvement. Topics include Total Quality Management, ISO 9000, organizing for quality, supplier/vendor relationships, and the role of leadership in quality management. Upon completion, students should be able to demonstrate an understanding of quality management concepts and techniques.					
<b>ISC 221</b>	<b>Statistical Quality Control</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Completion of Curriculum Mathematics Requirement					
Corequisites: None					
Course Offering Availability: Spring and at the discretion of the Dean					
This course covers the principles and techniques of statistical process control for the improvement of productivity. Emphasis is placed on basic statistics for quality control, organization and procedures for efficient quality control including inspections, process control, and tests of significance. Upon completion, students should be able to apply statistical principles and techniques to enhance production.					
<b>LEX 110</b>	<b>Introduction to Paralegal Study</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the paralegal profession and the legal system, and an emphasis is placed on the role of professional and legal ethics. Topics include regulations, ethics, case analysis, legal reasoning, career opportunities, professional organizations, terminology and other related topics. Upon completion, students should be able to explain the role of a paralegal and identify the skills, knowledge, and ethics required of paralegals. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>LEX 120</b>	<b>Legal Research/Writing I</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces the techniques of legal research and writing. Emphasis is placed on locating, analyzing, applying, and updating sources of law; effective legal writing, including proper citation; and the use of electronic research methods. Upon completion, students should be able to perform legal research and writing assignments using techniques covered in the course. <i>This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>LEX 130</b>	<b>Civil Injuries</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course covers traditional tort concepts and the evolving body of individual rights created by statute. Topics include intentional and non-intentional torts with emphasis on negligence, strict liability, civil rights, workplace and environmental liability, remedies, and damages. Upon completion, students should be able to recognize, explain, and evaluate elements of civil injuries and related defenses. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>LEX 140</b>	<b>Civil Litigation I</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the structure of the legal system and the rules governing civil litigation. Topics include jurisdiction state and federal rules of civil procedure and evidence. Upon completion, students should be able to assist an attorney in pre-litigation matters and preparation of pleadings and motions. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>LEX 150</b>	<b>Commercial Law</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course covers legally enforceable agreements, forms of organization, and selected portions of the Uniform Commercial Code. Topics include drafting and enforcement of contracts, leases, and related documents and selection and implementation of business organization forms, sales, and commercial papers. Upon completion, students should be able to apply the elements of a contract, prepare various business documents, and understand the role of commercial paper. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>LEX 160</b>	<b>Criminal Law &amp; Procedure</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces substantive criminal law and procedural rights of the accused. Topics include elements of state/federal crimes, defenses, constitutional issues, pre-trial and trial process, and other related topics. Upon completion, students should be able to explain elements of specific crimes and assist an attorney in preparing a criminal case.					
<b>LEX 210</b>	<b>Real Property I</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Summer					
This course introduces the study of real property law. Topics include the distinction between real and personal property, various estates, mechanics of conveyance and encumbrance, recordation, special proceedings, and other related topics. Upon completion, students should be able to identify estates, forms of deeds, requirements for recording, and procedures to enforce rights to real property. <i>This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>LEX 240</b>	<b>Family Law</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course covers laws governing domestic relations. Topics include marriage, separation, divorce, child custody, support, property division, adoption, domestic violence, and other related topics. Upon completion, students should be able to interview clients, gather information, and draft documents related to family law. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>LEX 250</b>	<b>Wills, Estates, and Trusts</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course covers various types of wills, trusts, probate, estate administration, and intestacy. Topics include types of wills and execution requirements, caveats and dissents, intestate succession, inventories and accountings, distribution and settlement, and other related topics. Upon completion, students should be able to draft simple wills, prepare estate forms, understand administration of estates including taxation, and explain terms regarding trusts. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>LEX 260</b>	<b>Bankruptcy and Collections</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides an overview of the laws of bankruptcy and the rights of creditors and debtors. Topics include bankruptcy procedures and estate management, attachment, claim and delivery, repossession, foreclosure, collection, garnishment, and post-judgment collection procedure. Upon completion, students should be able to prepare and file bankruptcy forms, collection letters, statutory liens, and collection of judgments.					
<b>LEX 270</b>	<b>Law Office Mgt/Technology</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides an overview of law office management and organization. Topics include office forms, filing systems, billing/time keeping, computer systems, calendar systems, library administration, case management, office/personnel procedures, ethics, and technology. Upon completion, students should be able to establish and maintain various law office systems, monitor case progress, and supervise non-lawyer personnel.					
<b>LEX 271</b>	<b>Law Office Writing</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers the basics of writing for the law office including the drafting of general correspondence, the briefing of cases, and the preparation of settlement brochures. Emphasis is placed on legal vocabulary in the context of letter writing, briefing judicial opinions, and the preparation of the settlement brochure. Upon completion, students should be able to draft letters to clients, opposing counsel, government entities, and insurance companies and prepare the settlement brochure.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>LEX 280</b>	<b>Ethics &amp; Professionalism</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course reinforces legal ethics and the role of the paralegal in a professional work environment. Topics include a review of ethics, employment opportunities, and search techniques; paralegal certification and other related topics. Upon completion, students should be able to understand the paralegal's role in the ethical practice of law.					
<b>LEX 285</b>	<b>Workers' Comp Law</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers the process of initiating and handling workers' compensation claims. Emphasis is placed on reviewing and drafting relevant Industrial Commission forms. Upon completion, students should be able to interview clients, gather information, and draft documents related to workers' compensation claims.					
<b>LEX 287</b>	<b>CLA Review Seminar</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites: State, LEX 210					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course is designed to prepare students for voluntary certification sponsored by the National Association of Legal Assistants to demonstrate significant competence in paralegalism. Topics include communications, ethics, human relations, interviewing techniques, judgment and analytical analysis, legal research, legal terminology, general law and nine tested specialty areas of law. <i>Upon completion, students should be able to demonstrate that they are prepared to take the NALA's Certified Legal Assistant Exam.</i>					
<b>LOG 110</b>	<b>Introduction to Logistics</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course provides an overview of logistics. Topics include traffic management, warehousing, inventory control, material handling, global logistics, and the movement and storage of goods from raw materials sources to end consumers. Upon completion, students should be able to identify the different segments of logistics and use the terminology of the industry. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>LOG 125</b>	<b>Transportation Logistics</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course covers the role and importance of the transportation industry. This is an overview of transportation emphasizing its environmental and sociological aspects, economic impact, services, regulatory guidelines, policies, and its future. Upon completion, students should be able to identify modes of transportation, interpret governing regulations, and describe the principles and terminology used in the transportation industry.					
<b>LOG 211</b>	<b>Distribution Management</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, LOG 110					
Corequisites: None					
Course Offering Availability: Fall					
This course covers the functions, techniques, and tools utilized in warehousing and distribution centers and their role in business and logistics. Emphasis is placed on warehouse and distribution center management, operations, productivity, software systems, picking, automation, cross docking, safety, security, material handling, benchmarking, and cost. Upon completion, students should be able to describe the role of warehouses and distribution centers, apply industry principles and terminology, and understand distribution productivity measures.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>LOG 215</b>	<b>Supply Chain Management</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, LOG 110					
Corequisites: None					
Course Offering Availability: Spring					
This course covers all activities involved in the flow of products and information between the suppliers, customers, producers, and service providers. Topics include acquiring, purchasing, manufacturing, assembling, and distributing goods and services throughout the supply chain organizations. Upon completion, students should be able to identify the supply chain units, describe the materials management processes, and prepare for the APICS CPIM examination.					
<b>LOG 225</b>	<b>Logistics Systems</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
Prerequisites: State, LOG 215					
Corequisites: None					
Course Offering Availability: Fall					
This course covers the design, implementation, and application of logistics software systems utilized by businesses to improve accountability, and capabilities of their logistics processes. Emphasis is placed on an in-depth understanding of logistical software applications, optimization models, automated data collection, electronic data interchange, and other logistics software tools. Upon completion, students should be able to identify the various logistics software applications and explain how they are utilized to improve business and logistics processes.					
<b>LOG 235</b>	<b>Import/Export Management</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, LOG 125					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the elements of import and export operations, from transportation to documentation, finance, and security and the effects on the global supply chain. Emphasis is placed on existing import/export regulations, customs documentation, intermodal transportation, foreign freight forwarders, global technology, and homeland security initiatives. Upon completion, students should be able to perform import/export operations, channels of distribution, implemented technologies, and associate with operating a secure supply chain.					
<b>LOG 240</b>	<b>Purchasing Logistics</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, LOG 110					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces the various aspects of purchasing, and their impact on materials management, supply chain, transportation, and global logistics processes. Emphasis is placed on the different methods of electronic sourcing, negotiating and pricing principles, and on the internal and external considerations associated with international logistics. Upon completion, students should be able to describe and apply the principles and terminology used in procurement including electronic data interchange services, purchasing and logistics systems.					
<b>LOG 245</b>	<b>Logistics Security</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, LOG 110					
Corequisites: None					
Course Offering Availability: Spring					
This course covers the role and importance of securing the domestic and global transportation and supply chain networks. Emphasis is placed on Customs and Border Protection, Department of Homeland Security, the Transportation Security Agency and how they affect businesses, logistics and transportation processes. Upon completion, students should be able to apply the principles and terminologies used in securing the logistics and transportation networks and identify potential threats.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>LOG 250</b>	<b>Advanced Global Logistics</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
Prerequisites: State, LOG 125					
Corequisites: None					
Course Offering Availability: Spring					
This course covers the advanced application of global operations and logistics strategies, planning, technology, risk, and management necessary to cope with the global business environment. Emphasis is placed on an in-depth understanding of global sourcing, shipping, tracking, and e-logistics systems necessary to operate inbound/outbound logistics in a global market. Upon completion, students should be able to identify the different global markets and logistics technology available to process international inbound/outbound logistics transactions.					
<b>MAS 140</b>	<b>Introduction to Masonry</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces basic principles and practices of masonry. Topics include standard tools, materials, and practices used in basic masonry and other related topics. Upon completion, students should be able to demonstrate an understanding of masonry and be able to use basic masonry techniques.					
<b>MAT 110</b>	<b>Math Measurement &amp; Literacy</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take All: DMA 010, DMA 020, and DMA 030					
Corequisites: None					
Course Offering Availability: Fall, Spring and at the discretion of the Dean					
This course provides an activity-based approach that develops measurement skills and mathematical literacy using technology to solve problems for non-math intensive programs. Topics include unit conversions and estimation within a variety of measurement systems; ratio and proportion; basic geometric concepts; financial literacy; and statistics including measures of central tendency, dispersion, and charting of data. Upon completion, students should be able to demonstrate the use of mathematics and technology to solve practical problems, and to analyze and communicate results.					
<b>MAT 121</b>	<b>Algebra/Trigonometry I</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take All: DMA 010, DMA 020, DMA 030, DMA 040, DMA 050 and DMA 060					
Local, DRE 098					
Corequisites: None					
Course Offering Availability: Fall and at the discretion of the Dean					
This course provides an integrated approach to technology and the skills required to manipulate, display, and interpret mathematical functions and formulas used in problem solving. Topics include the properties of plane and solid geometry, area and volume, and basic proportion applications; simplification, evaluation, and solving of algebraic equations and inequalities and radical functions; complex numbers; right triangle trigonometry; and systems of equations. Upon completion, students will be able to demonstrate the ability to use mathematics and technology for problem-solving, analyzing and communicating results.					
<b>MAT 122</b>	<b>Algebra/Trigonometry II</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, MAT 121					
Corequisites: None					
Course Offering Availability: Spring					
This course is designed to cover concepts in algebra, function analysis, and trigonometry. Topics include exponential and logarithmic functions, transformations of functions, Law of Sines, Law of Cosines, vectors, and statistics. Upon completion, students should be able to demonstrate the ability to use mathematics and technology for problem-solving, analyzing and communicating results.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>MAT 143*</b>	<b>Quantitative Literacy</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites:	State, Take All: DMA 010, DMA 020, DMA 030, DMA 040, DMA 050, <b>and</b> DRE 098				
Corequisites:	None				
Course Offering Availability:	Fall, Spring, Summer-at the discretion of the Dean				
This course is designed to engage students in complex and realistic situations involving the mathematical phenomena of quantity, change and relationship, and uncertainty through project- and activity-based assessment. Emphasis is placed on authentic contexts which will introduce the concepts of numeracy, proportional reasoning, dimensional analysis, rates of growth, personal finance, consumer statistics, practical probabilities, and mathematics for citizenship. Upon completion, students should be able to utilize quantitative information as consumers and to make personal, professional, and civic decisions by decoding, interpreting, using, and communicating quantitative information found in modern media and encountered in everyday life. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Mathematics (Quantitative). This is a Universal General Education Transfer Component (UGETC) course.</i>					
<b>MAT 152*</b>	<b>Statistical Methods I</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
Prerequisites:	State, Take All: DMA 010, DMA 020, DMA 030, DMA 040, DMA 050, <b>and</b> DRE 098				
Corequisites:	None				
Course Offering Availability:	Fall, Spring, Summer-at the discretion of the Dean				
This course provides a project-based approach to introductory statistics with an emphasis on using real-world data and statistical literacy. Topics include descriptive statistics, correlation and regression, basic probability, discrete and continuous probability distributions, confidence intervals and hypothesis testing. Upon completion, students should be able to use appropriate technology to describe important characteristics of a data set, draw inferences about a population from sample data, and interpret and communicate results. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Mathematics (Quantitative). This is a Universal General Education Transfer Component (UGETC) course.</i>					
<b>MAT 171*</b>	<b>Precalculus Algebra</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
Prerequisites:	State, Take One Set: Set 1: DMA 010, DMA 020, DMA 030, DMA 040, DMA 050, DMA 060, DMA 070, <b>and</b> DMA 080 Set 2: MAT 121 Local, DRE 098				
Corequisites:	None				
Course Offering Availability:	Fall, Spring				
This course is designed to develop topics which are fundamental to the study of Calculus. Emphasis is placed on solving equations and inequalities, solving systems of equations and inequalities, and analysis of functions (absolute value, radical, polynomial, rational, exponential, and logarithmic) in multiple representations. Upon completion, students should be able to select and use appropriate models and techniques for finding solutions to algebra-related problems with and without technology. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Mathematics. This is a Universal General Education Transfer Component (UGETC) course.</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>MAT 172*</b>	<b>Precalculus Trigonometry</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
Prerequisites:	State, MAT 171* Local, DRE 098				
Corequisites:	None				
Course Offering Availability:	Spring, Summer				
<p>This course is designed to develop an understanding of topics which are fundamental to the study of Calculus. Emphasis is placed on the analysis of trigonometric functions in multiple representations, right and oblique triangles, vectors, polar coordinates, conic sections, and parametric equations. Upon completion, students should be able to select and use appropriate models and techniques for finding solutions to trigonometry-related problems with and without technology. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Mathematics. This is a Universal General Education Transfer Component (UGETC) course.</i></p>					
<b>MAT 263*</b>	<b>Brief Calculus</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
Prerequisites:	State, MAT 171* Local, DRE 098				
Corequisites:	None				
Course Offering Availability:	Course offered at the discretion of the Dean				
<p>This course is designed to introduce concepts of differentiation and integration and their applications to solving problems. Topics include graphing, differentiation, and integration with emphasis on applications drawn from business, economics, and biological and behavioral sciences. Upon completion, students should be able to demonstrate an understanding of the use of basic calculus and technology to solve problems and to analyze and communicate results. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Mathematics. This is a Universal General Education Transfer Component (UGETC) course.</i></p>					
<b>MAT 271*</b>	<b>Calculus I</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
Prerequisites:	State, MAT 172** Local, DRE 098				
Corequisites:	None				
Course Offering Availability:	Fall				
<p>This course is designed to develop the topics of differential and integral calculus. Emphasis is placed on limits, continuity, derivatives and integrals of algebraic and transcendental functions of one variable. Upon completion, students should be able to select and use appropriate models and techniques for finding solutions to derivative-related problems with and without technology. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Mathematics. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i></p>					
<b>MAT 272*</b>	<b>Calculus II</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
Prerequisites:	State, MAT 271*				
Corequisites:	None				
Course Offering Availability:	Spring				
<p>This course is designed to develop advanced topics of differential and integral calculus. Emphasis is placed on the applications of definite integrals, techniques of integration, indeterminate forms, improper integrals, infinite series, conic sections, parametric equations, polar coordinates, and differential equations. Upon completion, students should be able to select and use appropriate models and techniques for finding solutions to integral-related problems with and without technology. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Mathematics. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i></p>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>MAT 273**</b>	<b>Calculus III</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
Prerequisites: State, MAT 272*					
Corequisites: None					
Course Offering Availability: Summer					
This course is designed to develop the topics of multivariate calculus. Emphasis is placed on multivariate functions, partial derivatives, multiple integration, solid analytical geometry, vector valued functions, and line and surface integrals. Upon completion, students should be able to select and use appropriate models and techniques for finding the solution to multivariate-related problems with and without technology. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Mathematics. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>MEC 130</b>	<b>Mechanisms</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the purpose and action of various mechanical devices. Topics include cams, cables, gear trains, differentials, screws, belts, pulleys, shafts, levers, lubricants, and other devices. Upon completion, students should be able to analyze, maintain, and troubleshoot the components of mechanical systems.					
<b>MEC 161</b>	<b>Manufacturing Processes I</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course provides the fundamental principles of value-added processing of materials into usable forms for the customer. Topics include material properties and traditional and non-traditional manufacturing processes. Upon completion, students should be able to specify appropriate manufacturing processing for common engineering materials.					
<b>MEC 161A</b>	<b>Manufacturing Proc I Lab</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>1</b>
Prerequisites: None					
Corequisites: State, Take MEC-161					
Course Offering Availability: Fall					
This course is a laboratory for MEC 161. Emphasis is placed on experiences that enhance the materials presented in MEC 161. Upon completion, students should be able to apply the laboratory experiences to the concepts presented in MEC 161.					
<b>MEC 260</b>	<b>Fundamentals of Machine Design</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces the fundamental principles of machine design. Topics include simple analysis of forces, moments, stresses, strains, friction, kinematics, and other considerations for designing machine elements. Upon completion, students should be able to analyze machine components and make component selections from manufacturers' catalogs.					
<b>MED 110</b>	<b>Orientation to Medical Assisting</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
Prerequisites: Local, Enrollment in the Medical Assisting Program					
Corequisites: Local, Take All: MED 130 and MED 140					
Course Offering Availability: Fall					
This course covers the history of medicine and the role of the medical assistant in the health care setting. Emphasis is placed on professionalism, communication, attitude, behaviors, and duties in the medical environment. Upon completion, students should be able to project a positive attitude and promote the profession of medical assisting.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>MED 118</b>	<b>Medical Law and Ethics</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites:	Local, Take All: MED 110, MED 130, <b>and</b> MED 140				
Corequisites:	Local, Take All: MED 131 <b>and</b> MED 150				
Course Offering Availability: Spring					
This course covers legal relationships of physicians and patients, contractual agreements, professional liability, malpractice, medical practice acts, informed consent, and bioethical issues. Emphasis is placed on legal terms, professional attitudes, and the principles and basic concepts of ethics and laws involved in providing medical services. Upon completion, students should be able to meet the legal and ethical responsibilities of a multi-skilled health professional. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>MED 121</b>	<b>Medical Terminology I</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	None				
Corequisites:	None				
Course Offering Availability: Fall					
This course introduces prefixes, suffixes, and word roots used in the language of medicine. Topics include medical vocabulary and the terms that relate to the anatomy, physiology, pathological conditions, and treatment of selected systems. Upon completion, students should be able to pronounce, spell, and define medical terms as related to selected body systems and their pathological disorders. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>MED 122</b>	<b>Medical Terminology II</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	State, MED 121				
Corequisites:	None				
Course Offering Availability: Spring					
This course is the second in a series of medical terminology courses. Topics include medical vocabulary and the terms that relate to the anatomy, physiology, pathological conditions, and treatment of selected systems. Upon completion, students should be able to pronounce, spell, and define medical terms as related to selected body systems and their pathological disorders. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>MED 130</b>	<b>Administrative Office Procedures I</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites:	Local, Enrollment in the Medical Assisting Program				
Corequisites:	Local, Take All: MED 110 <b>and</b> MED 140				
Course Offering Availability: Fall					
This course introduces medical office administrative procedures. Topics include appointment processing, written and oral communications, medical records, patient orientation, and safety. Upon completion, students should be able to perform basic administrative skills within the medical environment.					
<b>MED 131</b>	<b>Administrative Office Procedures II</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites:	Local, Take All: MED 110, MED 130 <b>and</b> MED 140				
Corequisites:	Local, Take All: MED 118 <b>and</b> MED 150				
Course Offering Availability: Spring					
This course provides medical office procedures in both economic and management skills. Topics include physical plant maintenance, equipment and supplies, liability coverage, medical economics, and introductory insurance procedures. Upon completion, students should be able to manage the economics of the medical office and supervise personnel.					
<b>MED 140</b>	<b>Exam Room Procedures I</b>	<b>3</b>	<b>4</b>	<b>0</b>	<b>5</b>
Prerequisites:	Local, Enrollment in the Medical Assisting Program				
Corequisites:	Local, Take All: MED 110 <b>and</b> MED 130				
Course Offering Availability: Fall					
This course provides instruction in clinical examining room procedures. Topics include asepsis, infection control, assisting with exams and treatment, patient education, preparation and administration of medications, EKG, vital signs, and medical emergencies. Upon completion, students should be able to demonstrate competence in exam room procedures.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>MED 150</b>	<b>Laboratory Procedures I</b>	<b>3</b>	<b>4</b>	<b>0</b>	<b>5</b>
Prerequisites:	Local, Take All: MED 110, MED 130, <b>and</b> MED 140				
Corequisites:	Local, Take All: MED 118 <b>and</b> MED 131				
Course Offering Availability: Spring					
This course provides instruction in basic lab techniques used by the medical assistant. Topics include lab safety, quality control, collecting and processing specimens, performing selective tests, phlebotomy, screening and follow-up of test results, and OSHA/CLIA regulations. Upon completion, students should be able to perform basic lab tests/skills based on course topics.					
<b>MED 232</b>	<b>Medical Insurance Coding</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>2</b>
Prerequisites:	Local, Diploma in Medical Assisting				
Corequisites:	Local, MED 272				
Course Offering Availability: Fall					
This course is designed to develop coding skills. Emphasis is placed on advanced diagnostic and procedural coding in the outpatient facility. Upon completion, students should be able to demonstrate proficiency in coding for reimbursement.					
<b>MED 260</b>	<b>MED Clinical Practicum</b>	<b>0</b>	<b>0</b>	<b>15</b>	<b>5</b>
Prerequisites:	Local, Take All: MED 118, MED 131, <b>and</b> MED 150				
Corequisites:	None				
Course Offering Availability: Summer					
This course provides the opportunity to apply clinical, laboratory, and administrative skills in a medical facility. Emphasis is placed on enhancing competence in clinical and administrative skills necessary for comprehensive patient care and strengthening professional communications and interactions. Upon completion, students should be able to function as an entry-level health care professional.					
<b>MED 262</b>	<b>Clinical Perspectives</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
Prerequisites:	Local, MED 260				
Corequisites:	Local, Take All: MED 232 <b>and</b> MED 272				
Course Offering Availability: Fall					
This course is designed to explore personal and occupational responsibilities of the practicing medical assistant. Emphasis is placed on problems encountered during externships and development of problem-solving skills. Upon completion, students should be able to demonstrate courteous and diplomatic behavior when solving problems in the medical facility.					
<b>MED 264</b>	<b>MED Assisting Overview</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites:	Local, Take All: MED 232, MED 262, <b>and</b> MED 272				
Corequisites:	Local, MED 270				
Course Offering Availability: Spring					
This course provides an overview of the complete medical assisting curriculum. Emphasis is placed on all facets of medical assisting pertinent to administrative, laboratory, and clinical procedures performed in the medical environment. Upon completion, students should be able to demonstrate competence in the areas covered on the national certification examination for medical assistants.					
<b>MED 270</b>	<b>Symptomatology</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, Take All: MED 232, MED 262, <b>and</b> MED 272				
Corequisites:	Local, MED 264				
Course Offering Availability: Spring					
This course covers the study of disease symptoms and the appropriate actions taken by medical assistants in a medical facility in relation to these symptoms. Emphasis is placed on interviewing skills and appropriate triage, preparing patients for procedures, and screening test results. Upon completion, students should be able to recognize how certain symptoms relate to specific diseases, recognize emergency situations, and take appropriate actions.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>MED 272</b>	<b>Drug Therapy</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, Diploma in Medical Assisting					
Corequisites: Local, MED 232					
Course Offering Availability: Fall					
This course focuses on major drug groups, including their side effects, interactions, methods of administration, and proper documentation. Emphasis is placed on the theory of drug administration. Upon completion, students should be able to identify, spell, recognize side effects of, and document the most commonly used medications in a physician's office.					
<b>MKT 120</b>	<b>Principles of Marketing</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course introduces principles and problems of marketing goods and services. Topics include promotion, placement, and pricing strategies for products. Upon completion, students should be able to apply marketing principles in organizational decision making. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>MNT 110</b>	<b>Intro to Maint Procedures</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers basic maintenance fundamentals for power transmission equipment. Topics include equipment inspection, lubrication, alignment, and other scheduled maintenance procedures. Upon completion, students should be able to demonstrate knowledge of accepted maintenance procedures and practices according to current industry standards.					
<b>MNT 165</b>	<b>Mechanical Industrial Systems</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers mechanical components used in industrial machine operation. Emphasis is placed on mechanical drives, belts, gears, couplings, electrical drives, and other related topics. Upon completion, students should be able to demonstrate an understanding of industrial machines and be able to maintain this equipment.					
<b>MRI 213</b>	<b>MRI Patient Care &amp; Safety</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: State, Take All: MRI 216 and MRI 250					
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers magnetic field safety issues concerning patients and other healthcare personnel. Emphasis is placed on screening skills, biological magnetic field effects, and the management of an MR facility. Upon completion, the student should be able to demonstrate a safe MR environment for patients and all personnel.					
<b>MRI 214</b>	<b>MRI Procedures I</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: State, Take All: MRI 217, MRI 241 and MRI 260					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces scan procedures for the central nervous and musculo-skeletal systems with MRI imaging. Emphasis is placed on patient set-up, scan parameters, methods of data acquisition, and contrast administration with each of these types of procedures. Upon completion, students should be able to demonstrate all aspects of MR imaging to successfully scan the central nervous and musculoskeletal systems.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>MRI 215</b>	<b>MRI Procedures II</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites:	State, MRI 214				
Corequisites:	State, Take All: MRI 218, MRI 242 <b>and</b> MRI 270				
Course Offering Availability:	Course offered at the discretion of the Dean				
This course provides advanced scan procedures for the neck, chest, abdomen, and pelvic systems with MR imaging. Emphasis is placed on patient set-up, scan parameters, methods of data acquisition, and contrast administration with each of these types of procedures. Upon completion, students should be able to demonstrate all aspects of MR imaging to successfully scan the chest, abdomen, and pelvic systems.					
<b>MRI 216</b>	<b>MRI Instrumentation</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites:	None				
Corequisites:	State, Take All: MRI 213 <b>and</b> MRI 250				
Course Offering Availability:	Course offered at the discretion of the Dean				
This course covers instrumentation utilized to produce the magnetic fields allowing MRI imaging to take place. Emphasis will be placed on equipment operations and use, inclusive of the static field, gradient fields, and the radiofrequency fields. Upon completion, the student should be able to demonstrate an understanding of the utilization of all MRI equipment in an MRI facility.					
<b>MRI 217</b>	<b>MRI Physics I</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites:	State, MRI 216				
Corequisites:	State, Take All: MRI 214, MRI 241 <b>and</b> MRI 260				
Course Offering Availability:	Course offered at the discretion of the Dean				
This course is designed to cover the basic physics fundamentals of magnetic resonance imaging. Emphasis is placed on the historical development, basic imaging principles, and use of basic scan parameters and pulse sequences. Upon completion, the student should be able to demonstrate an understanding of the basic fundamentals of magnetic resonance.					
<b>MRI 218</b>	<b>MRI Physics II</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites:	State, MRI 217				
Corequisites:	State, Take All: MRI 215, MRI 242 <b>and</b> MRI 270				
Course Offering Availability:	Course offered at the discretion of the Dean				
This course is designed to cover the advanced physics concepts of magnetic resonance imaging. Emphasis is placed on advanced imaging parameters and techniques, angiography methods, image artifacts, and quality control. Upon completion, the student should be able to demonstrate an understanding of the advanced physics concepts of magnetic resonance imaging.					
<b>MRI 241</b>	<b>MRI Anatomy &amp; Pathology I</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites:	None				
Corequisites:	State, Take All: MRI 214, MRI 217 <b>and</b> MRI 260				
Course Offering Availability:	Course offered at the discretion of the Dean				
This course covers anatomical and pathological information about the components of the central nervous and musculoskeletal system. Emphasis is placed upon identification of anatomy and pathology on MRI images of the central nervous and musculoskeletal systems. Upon completion, the student should be able to identify anatomy and pathology of the central nervous and musculoskeletal systems.					
<b>MRI 242</b>	<b>MRI Anatomy &amp; Pathology II</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites:	State, MRI 241				
Corequisites:	State, Take All: MRI 215, MRI 218 <b>and</b> MRI 270				
Course Offering Availability:	Course offered at the discretion of the Dean				
This course covers anatomical and pathological information about the components of the neck, chest, abdomen, and pelvic systems. Emphasis is placed upon identification of anatomy and pathology on MRI images of the neck, chest, abdomen, and pelvic systems. Upon completion, the student should be able to identify anatomy and pathology of the neck, chest, abdomen, and pelvic systems.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>MRI 250</b>	<b>MRI Clinical Education I</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>4</b>
Prerequisites:	None				
Corequisites:	State, Take All: MRI 213 <b>and</b> MRI 216				
Course Offering Availability:	Course offered at the discretion of the Dean				
	This course provides experience in the MR clinical setting with attention to basic MR scan procedures. Emphasis is placed on patient care, screening, contrast administration, and manipulation of MR equipment. Upon completion, students should be able to demonstrate selected MR procedures/techniques in the areas of patient screening, contrast administration, and manipulation of MR equipment.				
<b>MRI 260</b>	<b>MRI Clinical Education II</b>	<b>0</b>	<b>0</b>	<b>21</b>	<b>7</b>
Prerequisites:	State, MRI 250				
Corequisites:	State, Take All: MRI 214, MRI 217 <b>and</b> MRI 241				
Course Offering Availability:	Course offered at the discretion of the Dean				
	This course provides advanced experience in the MR clinical setting with attention to central nervous and musculoskeletal system imaging. Emphasis is placed on demonstration of methods of data acquisition with respect to central nervous and musculoskeletal system imaging. Upon completion, students should be able to demonstrate selected MR procedures/techniques as they relate to the central nervous system and musculoskeletal imaging.				
<b>MRI 270</b>	<b>MRI Clinical Education III</b>	<b>0</b>	<b>0</b>	<b>24</b>	<b>8</b>
Prerequisites:	State, MRI 260				
Corequisites:	State, Take All: MRI 215, MRI 218, <b>and</b> MRI 242				
Course Offering Availability:	Course offered at the discretion of the Dean				
	This course provides additional advanced experience in the MR clinical setting with attention to neck, chest, abdomen, and pelvic system imaging. Emphasis is placed on demonstration of methods of data acquisition with respect to neck, chest, abdomen, and pelvic system imaging. Upon completion, students should be able to selected MR procedures/techniques that are used in neck, chest, abdomen, and pelvic system imaging.				
<b>MRI 271</b>	<b>MRI Capstone</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
Prerequisites:	None				
Corequisites:	None				
Course Offering Availability:	Course offered at the discretion of the Dean				
	This course provides experience using problem solving skills required for certification. Emphasis is placed on critical thinking and integration of didactic and clinical components. Upon completion, students should be able to demonstrate knowledge required of any entry level MR technologist.				
<b>MUS 110*</b>	<b>Music Appreciation</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, DRE 098				
Corequisites:	None				
Course Offering Availability:	Fall, Spring				
	This course is a basic survey of the music of the Western world. Emphasis is placed on the elements of music, terminology, composers, form, and style within a historical perspective. Upon completion, students should be able to demonstrate skills in basic listening and understanding of the art of music. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i>				

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>MUS 112*</b>	<b>Introduction to Jazz</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer-at the discretion of the Dean					
This course introduces the origins and musical components of jazz and the contributions of its major artists. Emphasis is placed on the development of discriminating listening habits, as well as the investigation of the styles and structural forms of the jazz idiom. Upon completion, students should be able to demonstrate skills in listening and understanding this form of American music. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts. This is a Universal General Education Transfer Component (UGETC) course.</i>					
<b>MUS 133***</b>	<b>Band I</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course provides an opportunity for those who play a band instrument to gain experience playing in an ensemble. Emphasis is placed on band techniques and the study and performance of a variety of styles and periods of band literature. Upon completion, students should be able to demonstrate skills needed to participate in ensemble playing leading to performance. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>MUS 141***</b>	<b>Ensemble I</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course provides an opportunity to perform in any combination of instrumental, vocal, or keyboard groups of two or more. Emphasis is placed on the development of performance skills and the study of a variety of styles and periods of ensemble literature. Upon completion, students should be able to demonstrate skills needed to participate in ensemble playing leading to performance. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>MUS 142***</b>	<b>Ensemble II</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>
Prerequisites: State, MUS 141***					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course is a continuation of MUS 141. Emphasis is placed on the development of performance skills and the study of a variety of styles and periods of ensemble literature. Upon completion, students should be able to demonstrate skills needed to participate in ensemble playing leading to performance. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>NET 125</b>	<b>Introduction to Networks</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces the architecture, structure, functions, components, and models of the Internet and computer networks. Topics include introduction to the principles of IP addressing and fundamentals of Ethernet concepts, media, and operations. Upon completion, students should be able to build simple LANs, perform basic configurations for routers and switches, and implement IP addressing schemes.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>NET 126</b>	<b>Routing Basics</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, NET 125				
Corequisites:	None				
Course Offering Availability:	Fall				
<p>This course focuses on initial router configuration, router software management, routing protocol configuration, TCP/IP, and access control lists (ACLs). Emphasis will be placed on the fundamentals of router configuration, managing router software, routing protocol, and access lists. Upon completion, students should have an understanding of routers and their role in WANs, router configuration, routing protocols, TCP/IP, troubleshooting, and ACLs.</p>					
<b>NET 225</b>	<b>Routing &amp; Switching I</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, NET 126				
Corequisites:	None				
Course Offering Availability:	Spring				
<p>This course focuses on advanced IP addressing techniques, intermediate routing protocols, command-line interface configuration of switches, Ethernet switching, VLANs, STP, and VTP. Emphasis will be placed on application and demonstration of skills acquired in pre-requisite courses. Upon completion, students should be able to perform tasks related to VLSM, routing protocols, switching concepts and configuration, STP, VLANs, and VTP.</p>					
<b>NET 226</b>	<b>Routing &amp; Switching II</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, NET 225				
Corequisites:	None				
Course Offering Availability:	Spring				
<p>This course introduces WAN theory and design, WAN technology, PPP, Frame Relay, ISDN, and additional case studies. Topics include network congestion problems, TCP/IP transport and network layer protocols, advanced routing and switching configuration, ISDN protocols, PPP encapsulation operations on a router. Upon completion, students should be able to provide solutions for network routing problems, identify ISDN protocols, and describe the Spanning Tree protocol.</p>					
<b>NOS 110</b>	<b>Operating Systems Concepts</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites:	None				
Corequisites:	None				
Course Offering Availability:	Fall				
<p>This course introduces students to a broad range of operating system concepts, including installation and maintenance. Emphasis is placed on operating system concepts, management, maintenance, and resources required. Upon completion of this course, students will have an understanding of OS concepts, installation, management, maintenance, using a variety of operating systems. <i>This course is also available through the Virtual Learning Community (VLC).</i></p>					
<b>NOS 120</b>	<b>Linux/UNIX Single User</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, CTI 120 and NET 125				
Corequisites:	None				
Course Offering Availability:	Fall				
<p>This course develops the necessary skills for students to develop both GUI and command line skills for using and customizing a Linux workstation. Topics include Linux file system and access permissions, GNOME Interface, VI editor, X Window System expression pattern matching, I/O redirection, network and printing utilities. Upon completion, students should be able to customize and use Linux systems for command line requirements and desktop productivity roles.</p>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>NUR 101</b>	<b>Practical Nursing I</b>	<b>7</b>	<b>6</b>	<b>6</b>	<b>11</b>
Prerequisites: Local, Enrollment in the Practical Nursing Program					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts within each domain including assessment, clinical decision making, professional behaviors, caring interventions, biophysical and psychosocial concepts, communication, collaboration, teaching/learning, safety, ethical principles, legal issues, informatics, and evidence-based practice. Upon completion, students should be able to provide safe nursing care across the lifespan incorporating the concepts identified in this course. <i>This is a diploma-level course.</i>					
<b>NUR 102</b>	<b>Practical Nursing II</b>	<b>7</b>	<b>0</b>	<b>9</b>	<b>10</b>
Prerequisites: State, NUR 101					
Corequisites: None					
Course Offering Availability: Spring					
This course is designed to further develop the concepts within the three domains of the individual, nursing, and healthcare. Emphasis is placed on the concepts within each domain including clinical decision making, caring interventions, biophysical and psychosocial concepts, communication, collaboration, teaching and learning, accountability, safety, informatics, and evidence-based practice. Upon completion, students should be able to provide safe nursing care across the lifespan incorporating the concepts identified in this course. <i>This is a diploma-level course.</i>					
<b>NUR 103</b>	<b>Practical Nursing III</b>	<b>6</b>	<b>0</b>	<b>9</b>	<b>9</b>
Prerequisites: State, NUR 101					
Corequisites: None					
Course Offering Availability: Summer					
This course is designed to assimilate the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on biophysical and psychosocial concepts, professional behaviors, healthcare systems, health policy, and quality improvement. Upon completion, students should be able to demonstrate the knowledge, skills, and attitudes necessary to provide safe, quality, and individualized entry level nursing care. <i>This is a diploma-level course.</i>					
<b>NUR 111</b>	<b>Intro to Health Concepts</b>	<b>4</b>	<b>6</b>	<b>6</b>	<b>8</b>
Prerequisites: Local, Enrollment in the Associate Degree Nursing Program					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts within each domain including medication administration, assessment, nutrition, ethics, interdisciplinary teams, informatics, evidence-based practice, individual-centered care, and quality improvement. Upon completion, students should be able to provide safe nursing care incorporating the concepts identified in this course.					
<b>NUR 112</b>	<b>Health-Illness Concepts</b>	<b>3</b>	<b>0</b>	<b>6</b>	<b>5</b>
Prerequisites: State, NUR 111					
Corequisites: None					
Course Offering Availability: Spring					
This course is designed to further develop the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts of acid-base, metabolism, cellular regulation, oxygenation, infection, stress/coping, health-wellness-illness, communication, caring interventions, managing care, safety, quality improvement, and informatics. Upon completion, students should be able to provide safe nursing care incorporating the concepts identified in this course.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>NUR 113</b>	<b>Family Health Concepts</b>	<b>3</b>	<b>0</b>	<b>6</b>	<b>5</b>
Prerequisites: State, NUR 111					
Corequisites: None					
Course Offering Availability: Spring					
This course is designed to further develop the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts of oxygenation, sexuality, reproduction, grief/loss, mood/affect, behaviors, development, family, health-wellness-illness, communication, caring interventions, managing care, safety, and advocacy. Upon completion, students should be able to provide safe nursing care incorporating the concepts identified in this course.					
<b>NUR 114</b>	<b>Holistic Health Concepts</b>	<b>3</b>	<b>0</b>	<b>6</b>	<b>5</b>
Prerequisites: State, NUR 111					
Corequisites: None					
Course Offering Availability: Fall					
This course is designed to further develop the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts of cellular regulation, perfusion, inflammation, sensory perception, stress/coping, mood/affect, cognition, self, violence, health-wellness-illness, professional behaviors, caring interventions, and safety. Upon completion, students should be able to provide safe nursing care incorporating the concepts identified in this course.					
<b>NUR 211</b>	<b>Health Care Concepts</b>	<b>3</b>	<b>0</b>	<b>6</b>	<b>5</b>
Prerequisites: State, NUR 111					
Corequisites: None					
Course Offering Availability: Fall					
This course is designed to further develop the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts of cellular regulation, perfusion, infection, immunity, mobility, comfort, behaviors, health-wellness-illness, clinical decision-making, caring interventions, managing care, and safety. Upon completion, students should be able to provide safe nursing care incorporating the concepts identified in this course.					
<b>NUR 212</b>	<b>Health System Concepts</b>	<b>3</b>	<b>0</b>	<b>6</b>	<b>5</b>
Prerequisites: State, NUR 111					
Corequisites: None					
Course Offering Availability: Summer					
This course is designed to further develop the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts of grief/loss, violence, health-wellness-illness, collaboration, managing care, safety, advocacy, legal issues, policy, healthcare systems, ethics, accountability, and evidence-based practice. Upon completion, students should be able to provide safe nursing care incorporating the concepts identified in this course.					
<b>NUR 213</b>	<b>Complex Health Concepts</b>	<b>4</b>	<b>3</b>	<b>15</b>	<b>10</b>
Prerequisites: State, Take NUR 111					
Corequisites: State, Take All: NUR 112, NUR 113, NUR 114, NUR 211, <b>and</b> NUR 212					
Course Offering Availability: Spring					
This course is designed to assimilate the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts of fluid/electrolytes, metabolism, perfusion, mobility, stress/coping, violence, health-wellness-illness, professional behaviors, caring interventions, managing care, healthcare systems, and quality improvement. Upon completion, students should be able to demonstrate the knowledge, skills, and attitudes necessary to provide quality, individualized, entry level nursing care.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>NUR 214</b>	<b>Nsg Transition Concepts</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>4</b>
Prerequisites: Local, Enrollment in the LPN to ADN Transition Program					
Corequisites: None					
Course Offering Availability: Summer					
This course is designed to introduce concepts within the three domains of the individual, healthcare, and nursing as the LPN transitions to the ADN role. Emphasis is placed on the concepts within each domain including evidenced-based practice, quality improvement, communication, safety, interdisciplinary team, clinical decision-making, informatics, assessment, caring, and health-wellness-illness. Upon completion, students should be able to provide safe nursing care incorporating the concepts identified in this course.					
<b>NUR 221</b>	<b>LPN to ADN Concepts I</b>	<b>6</b>	<b>0</b>	<b>9</b>	<b>9</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course is designed for the LPN to ADN student to explore the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts of safety, perfusion, inflammation, oxygenation, mood/affect, behavior, development, family, health-wellness-illness, sensory perception, stress/coping, cognition, self, violence, and professional behaviors. Upon completion, students should be able to provide safe nursing care incorporating the concepts identified in this course.					
<b>NUR 223</b>	<b>LPN to ADN Concepts II</b>	<b>6</b>	<b>0</b>	<b>9</b>	<b>9</b>
Prerequisites: State, NUR 221					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course is designed for the LPN to ADN student to assimilate the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts of fluid/electrolytes, metabolism, thermoregulation, oxygenation, tissue integrity, infection, perfusion, mobility, reproduction, sexuality, health-wellness-illness, professional behaviors, accountability, advocacy, and collaboration. Upon completion, students should be able to demonstrate the knowledge, skills, and attitudes necessary to provide quality, individualized, entry-level nursing care.					
<b>OST 131</b>	<b>Keyboarding</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course covers basic keyboarding skills. Emphasis is placed on the touch system, correct techniques, and development of speed and accuracy. Upon completion, students should be able to key at an acceptable speed and accuracy level using the touch system.					
<b>OST 132</b>	<b>Keyboard Skill Building</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course is designed to increase speed and improve accuracy in keyboarding. Emphasis is placed on diagnostic tests to identify accuracy and speed deficiencies followed by corrective drills. Upon completion, students should be able to keyboard rhythmically with greater accuracy and speed.					
<b>OST 134</b>	<b>Text Entry &amp; Formatting</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, OST 131					
Corequisites: None					
Course Offering Availability: Spring					
This course is designed to provide the skills needed to increase speed, improve accuracy, and format documents. Topics include letters, memos, tables, and business reports. Upon completion, students should be able to produce documents and key timed writings at speeds commensurate with employability. <i>This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>OST 135</b>	<b>Adv Text Entry &amp; Format</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, OST 134					
Corequisites: None					
Course Offering Availability: Fall					
This course is designed to incorporate computer application skills in the generation of office documents. Emphasis is placed on advanced document production. Upon completion, students should be able to make independent decisions regarding planning, style, and method of presentation.					
<b>OST 136</b>	<b>Word Processing</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course is designed to introduce word processing concepts and applications. Topics include preparation of a variety of documents and mastery of specialized software functions. Upon completion, students should be able to work effectively in a computerized word processing environment. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>OST 138</b>	<b>Office Applications II</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take One: OST 137, CIS 110, or CIS 111					
Corequisites: None					
Course Offering Availability: Fall					
This course is designed to improve the proficiency in the utilization of software applications used in business offices through a hands-on approach. Emphasis is placed on in-depth usage of software to create a variety of documents applicable to current business environments. Upon completion, students should be able to master the skills required to design documents that can be customized using the latest software applications. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>OST 140</b>	<b>Internet Comm/Research</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course provides a working knowledge of Internet usage and research for the modern office. Emphasis is placed on using search engines, email, Web sites, Web servers, communication services, and e-business to obtain information vital to the current office environment. Upon completion, students should be able to use the Internet to research any office topics required for employment.					
<b>OST 141</b>	<b>Med Office Terms I</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course uses a language-structure approach to present the terminology and vocabulary that will be encountered in medical office settings. Topics include word parts that relate to systemic components, conditions, pathology, and disorder remediation in approximately one-half of the systems of the human body. Upon completion, students should be able to relate words to systems, pluralize, define, pronounce, and construct sentences with the included terms.					
<b>OST 142</b>	<b>Med Office Terms II</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take one: OST 141 or MED 121					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course is a continuation of OST 141 and continues the study, using a language-structure approach, of medical office terminology and vocabulary. Topics include word parts that relate to systemic components, conditions, pathology, and disorder remediation in the remaining systems of the human body. Upon completion, students should be able to relate words to systems, pluralize, define, pronounce, and construct sentences with the included terms.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>OST 145</b>	<b>Social Media for Office Prof</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take one: CIS 110, CIS 111, or OST 137					
Corequisites: None					
Course Offering Availability: Spring					
This course is designed to introduce the office professional to the concepts of social media. Topics include goal setting and strategies, identifying target audiences, rules of engagement, blogs, podcasts and webinars, sharing videos, pictures, and images, social networks, mobile computing, and social media monitoring. Upon completion, students should be able to create and utilize social media tools in the workplace setting.					
<b>OST 148</b>	<b>Med Ins &amp; Billing</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces fundamentals of medical insurance and billing. Emphasis is placed on the medical billing cycle to include third party payers, coding concepts, and form preparation. Upon completion, students should be able to explain the life cycle of and accurately complete a medical insurance claim. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>OST 149</b>	<b>Medical Legal Issues</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the complex legal, moral, and ethical issues involved in providing health-care services. Emphasis is placed on the legal requirements of medical practices; the relationship of physician, patient, and office personnel; professional liabilities; and medical practice liability. Upon completion, students should be able to demonstrate a working knowledge of current medical law and accepted ethical behavior. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>OST 153</b>	<b>Office Finance Solutions</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take One: CIS 110, CIS 111, or OST 137					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces basic bookkeeping concepts. Topics include entering data in accounts payable and receivable, keeping petty cash records, maintaining inventory, reconciling bank statements, running payroll, and generating simple financial reports. Upon completion, students should be able to demonstrate competence in the entry and manipulation of data to provide financial solutions for the office.					
<b>OST 159</b>	<b>Office Ethics</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces the complex ethical and legal issues involved in the role of administrative support personnel in a variety of offices. Emphasis is placed on ethics, diversity, morality, and ethical standards of the administrative support professional. Upon completion, students should be able to conduct themselves in an ethical manner appropriate to a variety of offices.					
<b>OST 161</b>	<b>Medical Ofc Procedures</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides instruction on the skills and procedures needed in today's medical office. Topics include medical data entry, medical communications, phone etiquette, use and maintenance of office equipment, inventory control, patient scheduling, and managing the financial aspects of a practice. Upon completion, students should be able to display skills and decision-making abilities essential in the medical office.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>OST 164</b>	<b>Office Editing</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course provides a comprehensive study of editing skills needed in the workplace. Emphasis is placed on grammar, punctuation, sentence structure, proofreading, and editing. Upon completion, students should be able to use reference materials to compose and edit text. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>OST 165</b>	<b>Adv Office Editing</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, OST 164					
Corequisites: None					
Course Offering Availability: Fall					
This course is designed to develop proficiency in advanced editing skills needed in the office environment. Emphasis is placed on the application of creating effective electronic office documents. Upon completion, students should be able to apply advanced editing skills to compose text.					
<b>OST 181</b>	<b>Office Procedures</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the skills and abilities needed in today's office. Topics include effectively interacting with co-workers and the public, processing simple financial and informational documents, and performing functions typical of today's offices. Upon completion, students should be able to display skills and decision-making abilities essential for functioning in the total office context.					
<b>OST 184</b>	<b>Records Management</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course includes the creation, maintenance, protection, security, and disposition of records stored in a variety of media forms. Topics include alphabetic, geographic, subject, and numeric filing methods. Upon completion, students should be able to set up and maintain a records management system. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>OST 236</b>	<b>Adv Word Processing</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, OST 136					
Corequisites: None					
Course Offering Availability: Fall					
This course develops proficiency in the utilization of advanced word processing functions. Emphasis is placed on advanced word processing features. Upon completion, students should be able to produce a variety of complex business documents. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>OST 241</b>	<b>Med Ofc Transcription I</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take One: MED 121 or OST 141					
Local, OST 136					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces current transcription techniques as applied to medical documents. Emphasis is placed on accurate transcription, proofreading, editing and use of reference materials as well as vocabulary building. Upon completion, students should be able to prepare accurate and usable medical documents in the covered specialties.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>OST 242</b>	<b>Med Ofc Transcription II</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, OST 241					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course continues building transcription techniques as applied to medical documents. Emphasis is placed on accurate transcription and text editing, efficient use of reference materials, increasing transcription speed and accuracy, and improving understanding of medical terminology. Upon completion, students should be able to display competency in accurately transcribing and editing medical documents.					
<b>OST 247</b>	<b>Procedure Coding</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take One: MED 121 or OST 141					
Corequisites: None					
Course Offering Availability: Fall					
This course provides in-depth coverage of procedural coding. Emphasis is placed on CPT and HCPCS coding systems. Upon completion, students should be able to properly code procedures and services performed in a medical facility.					
<b>OST 248</b>	<b>Diagnostic Coding</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take One: MED 121 or OST 141					
Corequisites: None					
Course Offering Availability: Spring					
This course provides an in-depth study of diagnostic coding. Emphasis is placed on ICD coding system. Upon completion, students should be able to properly code diagnoses in a medical facility.					
<b>OST 249</b>	<b>Med Coding Certification Prep</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take All: OST 247 and OST 248					
Corequisites: None					
Course Offering Availability: Spring					
This course provides instruction that will prepare students to sit for a national coding certification exam. Topics include diagnostic and procedural coding. Upon completion, students should be able to sit for various medical coding certification exams.					
<b>OST 250</b>	<b>Long-Term Care Coding</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take One: MED 121 or OST 141					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers diagnostic coding as it applies to long-term care facilities and home care. Topics include diagnostic coding and reimbursement in long-term care facilities and home care. Upon completion, students should be able to properly code conditions for long-term care and home care services.					
<b>OST 260</b>	<b>Adv Coding Methodologies</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take All: OST 247 & OST 248					
Corequisites: None					
Course Offering Availability: Spring					
This course provides advanced instruction in a variety of emergent methodologies in medical coding. Topics include advanced outpatient coding, inpatient coding, risk adjustment coding, online encoder software, Correct Coding Initiatives (CCI), and advanced record abstraction. Upon completion, students should be able to perform advanced coding in a healthcare facility.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>OST 263</b>	<b>Healthcare Customer Relations</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	State, Take One: OST 148 or HMT 210				
Corequisites:	None				
Course Offering Availability:	Spring				
This course provides the soft skills necessary for effective communication and maintaining customer satisfaction in healthcare. Emphasis is placed on the importance of positive attitudes, techniques for handling difficult/angry customers, rephrasing blunt communication for better results, and the communication skills required to discuss topics such as insurance and billing issues with the patient and other medical personnel. Upon completion, students should be able to communicate information in a professional manner.					
<b>OST 280</b>	<b>Electronic Health Records</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites:	State, Take One: CIS 110, CIS 111, or OST 137				
Corequisites:	None				
Course Offering Availability:	Spring				
This course focuses on the use of electronic health records in medical documentation and patient management. Emphasis is placed on creating and maintaining patient medical information, scheduling patient appointments, documenting patient encounters, and billing/insurance claim processing. Upon completion, students should be able to perform the required software tasks following a patient visit from start to finish.					
<b>OST 289</b>	<b>Office Admin Capstone</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites:	State, Take One Set: Set 1: OST-134 and OST-164 Set 2: OST-136 and OST-164				
Course Offering Availability:	Spring				
This course is designed to be a capstone course for the office professional and provides a working knowledge of administrative office procedures. Emphasis is placed on written and oral communication skills, office software applications, office procedures, ethics, and professional development. Upon completion, students should be able to adapt in an office environment. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>PED 110***</b>	<b>Fit and Well for Life</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites:	Local, DRE 097				
Corequisites:	None				
Course Offering Availability:	Fall, Spring				
This course is designed to investigate and apply the basic concepts and principles of lifetime physical fitness and other health-related factors. Emphasis is placed on wellness through the study of nutrition, weight control, stress management, and consumer facts on exercise and fitness. Upon completion, students should be able to plan a personal, lifelong fitness program based on individual needs, abilities, and interests. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>PED 117***</b>	<b>Weight Training I</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>1</b>
Prerequisites:	None				
Corequisites:	None				
Course Offering Availability:	Spring				
This course introduces the basics of weight training. Emphasis is placed on developing muscular strength, muscular endurance, and muscle tone. Upon completion, students should be able to establish and implement a personal weight training program. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>PED 120***</b>	<b>Walking for Fitness</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>1</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces fitness through walking. Emphasis is placed on stretching, conditioning exercises, proper clothing, fluid needs, and injury prevention. Upon completion, students should be able to participate in a recreational walking program. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>PED 142***</b>	<b>Lifetime Sports</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course is designed to give an overview of a variety of sports activities. Emphasis is placed on the skills and rules necessary to participate in a variety of lifetime sports. Upon completion, students should be able to demonstrate an awareness of the importance of participating in lifetime sports activities. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>PHI 215*</b>	<b>Philosophical Issues</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, ENG 111*					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer-at the discretion of the Dean					
This course introduces fundamental issues in philosophy considering the views of classical and contemporary philosophers. Emphasis is placed on knowledge and belief, appearance and reality, determinism and free will, faith and reason, and justice and inequality. Upon completion, students should be able to identify, analyze, and critically evaluate the philosophical components of an issue. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts. This is a Universal General Education Transfer Component (UGETC) course.</i>					
<b>PHI 240*</b>	<b>Introduction to Ethics</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, ENG 111*					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer-at the discretion of the Dean					
This course introduces theories about the nature and foundations of moral judgments and applications to contemporary moral issues. Emphasis is placed on moral theories such as consequentialism, deontology, and virtue ethics. Upon completion, students should be able to apply various ethical theories to moral issues such as abortion, capital punishment, poverty, war, terrorism, the treatment of animals, and issues arising from new technologies. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>PHM 110</b>	<b>Introduction to Pharmacy</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, Take All: DMA 010, DMA 020, DMA 030, DMA 040, DMA 050, and DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course introduces pharmacy practice and the technician's role in a variety of pharmacy settings. Topics include medical terminology and abbreviations, drug delivery systems, law and ethics, prescription and medication orders, and the health care system. Upon completion, students should be able to explain the role of pharmacy technicians, read and interpret drug orders, describe quality assurance, and utilize pharmacy references.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>PHM 111</b>	<b>Pharmacy Practice I</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites: Local, Enrollment in the Program					
Corequisites: State, Take All: PHM 110 and PHM 115					
Course Offering Availability: Fall, Spring					
This course provides instruction in the technical procedures for preparing and dispensing drugs in the hospital and retail settings under supervision of a registered pharmacist. Topics include drug packaging and labeling, out-patient dispensing, hospital dispensing procedures, controlled substance procedures, inventory control, and non-sterile compounding. Upon completion, students should be able to perform basic supervised dispensing techniques in a variety of pharmacy settings.					
<b>PHM 115</b>	<b>Pharmacy Calculations</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, Take All: DMA 010, DMA 020, DMA 030, DMA 040, DMA 050, and DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course provides an introduction to the metric, avoirdupois, and apothecary systems of measurement and the calculations used in pharmacy practice. Topics include ratio and proportion, dosage determinations, percentage preparations, reducing and enlarging formulas, dilution and concentration, aliquots, specific gravity and density, and flow rates. Upon completion, students should be able to correctly perform calculations required to properly prepare a medication order.					
<b>PHM 115A</b>	<b>Pharmacy Calculations Lab</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>
Prerequisites: Local, Take All: DMA 010, DMA 020, DMA 030, DMA 040, DMA 050, and DRE 098					
Corequisites: Local, PHM 115					
Course Offering Availability: Fall, Spring					
This course provides an opportunity to practice and perform calculations encountered in pharmacy practice. Emphasis is placed on ratio and proportion, dosage calculations, percentage, reduction/enlargement formulas, aliquots, flow rates, and specific gravity/density. Upon completion, students should be able to perform the calculations required to properly prepare a medication order.					
<b>PHM 118</b>	<b>Sterile Products</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites: State, Take All: PHM 110 and PHM 111					
Corequisites: None					
Course Offering Availability: Spring, Summer					
This course provides an introduction to intravenous admixture preparation and other sterile products, including total parenteral nutrition and chemotherapy. Topics include aseptic techniques; facilities, equipment, and supplies utilized in admixture preparation; incompatibility and stability; laminar flow hoods; immunizations and irrigation solutions; and quality assurance. Upon completion, students should be able to describe and demonstrate the steps involved in preparation of intermittent and continuous infusions, total parenteral nutrition, and chemotherapy.					
<b>PHM 120</b>	<b>Pharmacology I</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, Take All: DMA 010, DMA 020, DMA 030, DMA 040, DMA 050, and DRE 098					
Corequisites: None					
Course Offering Availability: Spring, Summer					
This course introduces the study of the properties, effects, and therapeutic value of the primary agents in the major drug categories. Topics include nutritional products, blood modifiers, hormones, diuretics, cardiovascular agents, respiratory drugs, and gastrointestinal agents. Upon completion, students should be able to place major drugs into correct therapeutic categories and identify indications, side effects, and trade and generic names.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>PHM 125</b>	<b>Pharmacology II</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, PHM 120					
Corequisites: None					
Course Offering Availability: Fall, Summer					
This course provides a continuation of the study of the properties, effects, and therapeutic value of the primary agents in the major drug categories. Topics include autonomic and central nervous system agents, anti-inflammatory agents, and anti-infective drugs. Upon completion, students should be able to place major drugs into correct therapeutic categories and identify indications, side effects, and trade and generic names.					
<b>PHM 132</b>	<b>Pharmacy Clinical</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>2</b>
Prerequisites: Local, Enrollment in the Program					
Corequisites: None					
Course Offering Availability: Summer					
This course provides an opportunity to work in pharmacy settings under a pharmacist's supervision. Emphasis is placed on effective communication with personnel, developing proper employee attitude, and dispensing of medications. Upon completion, students should be able to demonstrate an understanding of pharmacy operations, utilize references, dispense medications, prepare patient charges, and efficiently operate computers.					
<b>PHM 133</b>	<b>Pharmacy Clinical</b>	<b>0</b>	<b>0</b>	<b>9</b>	<b>3</b>
Prerequisites: Local, Enrollment in the Program					
Corequisites: Local, Approval by the Program Head					
Course Offering Availability: Fall					
This course provides an opportunity to work in pharmacy settings under a pharmacist's supervision. Emphasis is placed on effective communication with personnel, developing proper employee attitude, and dispensing of medications. Upon completion, students should be able to demonstrate an understanding of pharmacy operations, utilize references, dispense medications, prepare patient charges, and efficiently operate computers.					
<b>PHM 134</b>	<b>Pharmacy Clinical</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>4</b>
Prerequisites: Local, Enrollment in the Program					
Corequisites: None					
Course Offering Availability: Spring					
This course provides an opportunity to work in pharmacy settings under a pharmacist's supervision. Emphasis is placed on effective communication with personnel, developing proper employee attitude, and dispensing of medications. Upon completion, students should be able to demonstrate an understanding of pharmacy operations, utilize references, dispense medications, prepare patient charges, and efficiently operate computers.					
<b>PHM 135</b>	<b>Pharmacy Clinical</b>	<b>0</b>	<b>0</b>	<b>15</b>	<b>5</b>
Prerequisites: Local, Enrollment in the Program					
Corequisites: Local, Approval by the Program Head					
Course Offering Availability: Fall					
This course provides an opportunity to work in pharmacy settings under a pharmacist's supervision. Emphasis is placed on effective communication with personnel, developing proper employee attitude, and dispensing of medications. Upon completion, students should be able to demonstrate an understanding of pharmacy operations, utilize references, dispense medications, prepare patient charges, and efficiently operate computers.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>PHM 136</b>	<b>Pharmacy Clinical</b>	<b>0</b>	<b>0</b>	<b>18</b>	<b>6</b>
Prerequisites: Local, Enrollment in the Program					
Corequisites: Local, Approval by the Program Head					
Course Offering Availability: Fall					
This course provides an opportunity to work in pharmacy settings under a pharmacist's supervision. Emphasis is placed on effective communication with personnel, developing proper employee attitude, and dispensing of medications. Upon completion, students should be able to demonstrate an understanding of pharmacy operations, utilize references, dispense medications, prepare patient charges, and efficiently operate computers.					
<b>PHM 138</b>	<b>Pharmacy Clinical</b>	<b>0</b>	<b>0</b>	<b>24</b>	<b>8</b>
Prerequisites: Local, Enrollment in the Program					
Corequisites: Local, Approval by the Program Head					
Course Offering Availability: Fall, Spring, Summer					
This course provides an opportunity to work in pharmacy settings under a pharmacist's supervision. Emphasis is placed on effective communication with personnel, developing proper employee attitude, and dispensing of medications. Upon completion, students should be able to demonstrate an understanding of pharmacy operations, utilize references, dispense medications, prepare patient charges, and efficiently operate computers.					
<b>PHM 140</b>	<b>Trends in Pharmacy</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites: Local, Take All: DMA 010, DMA 020, DMA 030, DMA 040, DMA 050, and DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer					
This course covers the major issues, trends, and concepts in contemporary pharmacy practice. Topics include professional ethics, continuing education, job placement, and the latest developments in pharmacy technician practice. Upon completion, students should be able to demonstrate a basic knowledge of the topics discussed.					
<b>PHM 150</b>	<b>Hospital Pharmacy</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites: None					
Corequisites: State, PHM 118					
Course Offering Availability: Fall					
This course provides an in-depth study of hospital pharmacy practice. Topics include hospital organizational structure, committee functions, utilization of reference works, purchasing and inventory control, drug delivery systems, and intravenous admixture preparation. Upon completion, students should be able to explain hospital organization/committee functions, interpret and enter patient orders, fill unit-dose cassettes, and prepare intravenous admixtures.					
<b>PHM 155</b>	<b>Community Pharmacy</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course covers the operational procedures relating to retail pharmacy. Emphasis is placed on a general knowledge of over-the-counter products, prescription processing, business/inventory management, and specialty patient services. Upon completion, students should be able to provide technical assistance and support to the retail pharmacist.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>PHM 160</b>	<b>Pharm Dosage Forms</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course is a study of pharmaceutical dosage forms and considerations in their manufacture. Topics include bioavailability, routes of administration, tablets, capsules, solutions, syrups, suspensions, elixirs, aerosols, transdermals, topicals, ophthalmics, otics, and other dosage forms. Upon completion, students should be able to describe the characteristics of the major dosage forms and explain how these characteristics affect the action of the drug.					
<b>PHM 165</b>	<b>Pharmacy Prof Practice</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites: Local, Take All: DMA 010, DMA 020, DMA 030, DMA 040, DMA 050, and DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Summer					
This course provides a general overview of all aspects of pharmacy technician practice. Emphasis is placed on pharmacy law, calculations, compounding, pharmacology, and pharmacy operations. Upon completion, students should be able to demonstrate competence in the areas required for the Pharmacy Technician Certification Examination.					
<b>PHY 110*</b>	<b>Conceptual Physics</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: Local, PHY 110A*					
Course Offering Availability: Fall, Spring					
This course provides a conceptually-based exposure to the fundamental principles and processes of the physical world. Topics include basic concepts of motion, forces, energy, heat, electricity, magnetism, and the structure of matter and the universe. Upon completion, students should be able to describe examples and applications of the principles studied. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Natural Science. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>PHY 110A*</b>	<b>Conceptual Physics Lab</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>
Prerequisites: Local, DRE 098					
Corequisites: State, PHY 110*					
Course Offering Availability: Fall, Spring					
This course is a laboratory for PHY 110. Emphasis is placed on laboratory experiences that enhance materials presented in PHY 110. Upon completion, students should be able to apply the laboratory experiences to the concepts presented in PHY 110. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Natural Science. This is a Universal General Education Transfer Component (UGETC) course.</i>					
<b>PHY 131</b>	<b>Physics-Mechanics</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
Prerequisites: State, Take One: MAT 121 or MAT 171*					
Corequisites: None					
Course Offering Availability: Spring					
This algebra/trigonometry-based course introduces fundamental physical concepts as applied to engineering technology fields. Topics include systems of units, problem-solving methods, graphical analysis, vectors, motion, forces, Newton's laws of motion, work, energy, power, momentum, and properties of matter. Upon completion, students should be able to apply the principles studied to applications in engineering technology fields.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>PHY 151*</b>	<b>College Physics I</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
Prerequisites:	State, MAT 171* Local, DRE 098				
Corequisites:	None				
Course Offering Availability:	Spring				
<p>This course uses algebra- and trigonometry-based mathematical models to introduce the fundamental concepts that describe the physical world. Topics include units and measurement, vectors, linear kinematics and dynamics, energy, power, momentum, fluid mechanics, and heat. Upon completion, students should be able to demonstrate an understanding of the principles involved and display analytical problem-solving ability for the topics covered. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Natural Science. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i></p>					
<b>PHY 152*</b>	<b>College Physics II</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>
Prerequisites:	State, PHY 151*				
Corequisites:	None				
Course Offering Availability:	Summer				
<p>This course uses algebra- and trigonometry-based mathematical models to introduce the fundamental concepts that describe the physical world. Topics include electrostatic forces, electric fields, electric potentials, direct-current circuits, magnetostatic forces, magnetic fields, electromagnetic induction, alternating-current circuits, and light. Upon completion, students should be able to demonstrate an understanding of the principles involved and display analytical problem-solving ability for the topics covered. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Natural Science. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i></p>					
<b>PHY 251*</b>	<b>General Physics I</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites:	State, MAT 271*; Local, DRE 098				
Corequisites:	State, MAT 272*				
Course Offering Availability:	Spring				
<p>This course uses calculus-based mathematical models to introduce the fundamental concepts that describe the physical world. Topics include units and measurement, vector operations, linear kinematics and dynamics, energy, power, momentum, rotational mechanics, periodic motion, fluid mechanics, and heat. Upon completion, students should be able to demonstrate an understanding of the principles involved and display analytical problem-solving ability for the topics covered. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Natural Science. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i></p>					
<b>PHY 252*</b>	<b>General Physics II</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites:	State, Take All: MAT 272* and PHY 251*				
Corequisites:	None				
Course Offering Availability:	Course offered at the discretion of the Dean				
<p>This course uses calculus-based mathematical models to introduce the fundamental concepts that describe the physical world. Topics include electrostatic forces, electric fields, electric potentials, direct-current circuits, magnetostatic forces, magnetic fields, electromagnetic induction, alternating-current circuits, and light. Upon completion, students should be able to demonstrate an understanding of the principles involved and display analytical problem-solving ability for the topics covered. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Natural Science. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i></p>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>POL 120*</b>	<b>American Government</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course is a study of the origins, development, structure, and functions of American government. Topics include the constitutional framework, federalism, the three branches of government including the bureaucracy, civil rights and liberties, political participation and behavior, and policy process. Upon completion, students should be able to demonstrate an understanding of the basic concepts and participatory processes of the American political system. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>PSY 118</b>	<b>Interpersonal Psychology</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 097					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces the basic principles of psychology as they relate to personal and professional development. Emphasis is placed on personality traits, communication/leadership styles, effective problem solving, and cultural diversity as they apply to personal and work environments. Upon completion, students should be able to demonstrate an understanding of these principles of psychology as they apply to personal and professional development.					
<b>PSY 150*</b>	<b>General Psychology</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer					
This course provides an overview of the scientific study of human behavior. Topics include history, methodology, biopsychology, sensation, perception, learning, motivation, cognition, abnormal behavior, personality theory, social psychology, and other relevant topics. Upon completion, students should be able to demonstrate a basic knowledge of the science of psychology. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>PSY 241**</b>	<b>Developmental Psychology</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, PSY 150*					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer					
This course is a study of human growth and development. Emphasis is placed on major theories and perspectives as they relate to the physical, cognitive, and psychosocial aspects of development from conception to death. Upon completion, students should be able to demonstrate knowledge of development across the life span. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>PSY 281**</b>	<b>Abnormal Psychology</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, PSY 150*					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course provides an examination of the various psychological disorders, as well as theoretical, clinical, and experimental perspectives of the study of psychopathology. Emphasis is placed on terminology, classification, etiology, assessment, and treatment of the major disorders. Upon completion, students should be able to distinguish between normal and abnormal behavior patterns as well as demonstrate knowledge of etiology, symptoms, and therapeutic techniques. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences. This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>PTC 110</b>	<b>Industrial Environment</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Summer and at the discretion of the Dean					
This course provides the pharmaceutical industry, including a broad overview of work in this field. Emphasis is placed on good manufacturing practices (GMP), work conduct, company organization, job expectations, personal safety, hygiene, and company rules and regulations. Upon completion, students should be able to follow good manufacturing practice regulations and inspect a pharmaceutical manufacturing facility for compliance with GMP. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>RAD 110</b>	<b>Radiography Introduction &amp; Patient Care</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, Enrollment in the Radiography Program					
Corequisites: State, Take All: RAD 111 and RAD 151					
Course Offering Availability: Fall					
This course provides an overview of the radiography profession and student responsibilities. Emphasis is placed on basic principles of patient care, radiation protection, technical factors, and medical terminology. Upon completion, students should be able to demonstrate basic skills in these areas.					
<b>RAD 111</b>	<b>RAD Procedures I</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites: Local, Enrollment in the Radiography Program					
Corequisites: State, Take All: RAD 110 and RAD 151					
Course Offering Availability: Fall					
This course provides the knowledge and skills necessary to perform standard radiographic procedures. Emphasis is placed on radiography of the chest, abdomen, extremities, spine, and pelvis. Upon completion, students should be able to demonstrate competence in these areas.					
<b>RAD 112</b>	<b>RAD Procedures II</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>4</b>
Prerequisites: State, Take All: RAD 110, RAD 111, and RAD 151					
Local, BIO 163***					
Corequisites: Local, Take All: RAD 121 and RAD 161					
Course Offering Availability: Spring					
This course provides the knowledge and skills necessary to perform standard radiographic procedures. Emphasis is placed on radiography of the skull, bony thorax, and gastrointestinal, biliary, and urinary systems. Upon completion, students should be able to demonstrate competence in these areas.					
<b>RAD 121</b>	<b>Radiographic Imaging I</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take All: RAD 110, RAD 111, and RAD 151					
Corequisites: State, Take All: RAD 112 and RAD 161					
Course Offering Availability: Spring					
This course provides the basic principles of imaging. Emphasis is placed on the factors that impact density, contrast, recorded detail, and distortion. Upon completion, students should be able to demonstrate an understanding of basic radiographic imaging.					
<b>RAD 122</b>	<b>Radiographic Imaging II</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>2</b>
Prerequisites: State, Take All: RAD 112, RAD 121, and RAD 161					
Local, BIO 163*** or BIO 168*** and BIO 169***					
Corequisites: State, Take All: RAD 131 and RAD 171					
Course Offering Availability: Summer					
This course provides advanced principles of imaging including digital radiography. Emphasis is placed on the factors that impact brightness, contrast, recorded detail, and distortion. Upon completion, students should be able to demonstrate an understanding of advanced principles of imaging.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>RAD 131</b>	<b>Radiographic Physics I</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>2</b>
Prerequisites:	State, Take: RAD 121				
Corequisites:	State, Take All: RAD 122 <b>and</b> RAD 171				
Course Offering Availability: Summer					
This course introduces the principles of radiation characteristics and production. Emphasis is placed on imaging equipment. Upon completion, students should be able to demonstrate a basic understanding of radiation characteristics and production.					
<b>RAD 151</b>	<b>RAD Clinical Ed I</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>2</b>
Prerequisites:	Local, Enrollment in the Radiography Program				
Corequisites:	State, Take All: RAD 110 <b>and</b> RAD 111				
Course Offering Availability: Fall					
This course introduces patient management and basic radiographic procedures in the clinical setting. Emphasis is placed on mastering positioning of the chest and extremities, manipulating equipment, and applying principles of ALARA. Upon completion, students should be able to demonstrate successful completion of clinical objectives.					
<b>RAD 161</b>	<b>RAD Clinical Ed II</b>	<b>0</b>	<b>0</b>	<b>15</b>	<b>5</b>
Prerequisites:	State, Take All: RAD 110, RAD 111, <b>and</b> RAD 151				
Corequisites:	State, Take All: RAD 112 <b>and</b> RAD 121				
Course Offering Availability: Spring					
This course provides additional experience in patient management and in more complex radiographic procedures. Emphasis is placed on mastering positioning of the spine, pelvis, head and neck, and thorax and adapting procedures to meet patient variations. Upon completion, students should be able to demonstrate successful completion of clinical objectives.					
<b>RAD 171</b>	<b>RAD Clinical Ed III</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>4</b>
Prerequisites:	State, Take All: RAD 112, RAD 121, <b>and</b> RAD 161				
Corequisites:	State, Take All: RAD 122 <b>and</b> RAD 131				
Course Offering Availability: Summer					
This course provides experience in patient management specific to fluoroscopic and advanced radiographic procedures. Emphasis is placed on applying appropriate technical factors to all studies and mastering positioning of gastrointestinal and urological studies. Upon completion, students should be able to demonstrate successful completion of clinical objectives.					
<b>RAD 211</b>	<b>RAD Procedures III</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites:	State, Take All: RAD 122, RAD 131, <b>and</b> RAD 171				
Corequisites:	State, Take All: RAD 231, RAD 241, <b>and</b> RAD 251				
Course Offering Availability: Fall					
This course provides the knowledge and skills necessary to perform standard and specialty radiographic procedures. Emphasis is placed on radiographic specialty procedures, sectional anatomy, and advanced imaging. Upon completion, students should be able to demonstrate an understanding of these areas.					
<b>RAD 231</b>	<b>Radiographic Physics II</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>2</b>
Prerequisites:	State, Take One: RAD 131 <b>or</b> RAD 171				
Corequisites:	State, Take All: RAD 211, RAD 241, <b>and</b> RAD 251				
Course Offering Availability: Fall					
This course provides advanced principles of radiation characteristics and production including digital imaging and Computed Tomography (CT). Emphasis is placed on imaging equipment. Upon completion, students should be able to demonstrate an understanding of radiation characteristics and production.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>RAD 241</b>	<b>Radiobiology/Protection</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>
Prerequisites:	State, Take All: RAD 122, RAD 131, <b>and</b> RAD 171				
Corequisites:	State, Take All: RAD 211, RAD 231, <b>and</b> RAD 251				
Course Offering Availability: Fall					
This course covers the principles of radiation protection and radiobiology. Topics include the effects of ionizing radiation on body tissues, protective measures for limiting exposure to the patient and personnel, and radiation monitoring devices. Upon completion, students should be able to demonstrate an understanding of the effects and uses of radiation in diagnostic radiology.					
<b>RAD 245</b>	<b>Image Analysis</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>2</b>
Prerequisites:	State, Take All: RAD 211, RAD 231, RAD 241, <b>and</b> RAD 251				
Corequisites:	State, Take All: RAD 261 <b>and</b> RAD 271				
Course Offering Availability: Spring					
This course provides an overview of image analysis and introduces methods of quality management. Topics include image evaluation, pathology, quality control, and quality assurance. Upon completion, students should be able to demonstrate a basic knowledge of image analysis and quality management.					
<b>RAD 251</b>	<b>RAD Clinical Ed IV</b>	<b>0</b>	<b>0</b>	<b>21</b>	<b>7</b>
Prerequisites:	State, Take All: RAD 122, RAD 131, <b>and</b> RAD 171				
Corequisites:	State, Take All: RAD 211, RAD 231, <b>and</b> RAD 241				
Course Offering Availability: Fall					
This course provides the opportunity to continue mastering all basic radiographic procedures and to attain experience in advanced areas. Emphasis is placed on equipment operation, pathological recognition, pediatric and geriatric variations, and a further awareness of radiation protection requirements. Upon completion, students should be able to demonstrate successful completion of clinical objectives.					
<b>RAD 261</b>	<b>RAD Clinical Ed V</b>	<b>0</b>	<b>0</b>	<b>21</b>	<b>7</b>
Prerequisites:	State, RAD 251				
Corequisites:	State, Take All: RAD 245 <b>and</b> RAD 271				
Course Offering Availability: Spring					
This course is designed to enhance expertise in all radiographic procedures, patient management, radiation protection, and image production and evaluation. Emphasis is placed on developing an autonomous approach to the diversity of clinical situations and successfully adapting to those procedures. Upon completion, students should be able to demonstrate successful completion of clinical objectives.					
<b>RAD 271</b>	<b>Radiography Capstone</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>1</b>
Prerequisites:	State, Take All: RAD 211, RAD 231, RAD 241, <b>and</b> RAD 251				
Corequisites:	State, Take All: RAD 245 <b>and</b> RAD 261				
Course Offering Availability: Spring					
This course provides an opportunity to exhibit problem-solving skills required for certification. Emphasis is placed on critical thinking and integration of didactic and clinical components. Upon completion, students should be able to demonstrate the knowledge required of any entry-level radiographer.					
<b>REL 110**</b>	<b>World Religions</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites:	Local, DRE 098				
Corequisites:	None				
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces the world's major religious traditions. Topics include Primal religions, Hinduism, Buddhism, Islam, Judaism, and Christianity. Upon completion, students should be able to identify the origins, history, beliefs, and practices of the religions studied. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts. This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>REL 211**</b>	<b>Introduction to Old Testament</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course is a survey of the literature of the Hebrews with readings from the law, prophets, and other writings. Emphasis is placed on the use of literary, historical, archeological, and cultural analysis. Upon completion, students should be able to use the tools of critical analysis to read and understand Old Testament literature. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts.</i>					
<b>REL 212**</b>	<b>Introduction to New Testament</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course is a survey of the literature of first-century Christianity with readings from the gospels, Acts, and the Pauline and pastoral letters. Topics include the literary structure, audience, and religious perspective of the writings, as well as the historical and cultural context of the early Christian community. Upon completion, students should be able to use the tools of critical analysis to read and understand New Testament literature. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts.</i>					
<b>SAB 110</b>	<b>Substance Abuse Overview</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides an overview of the core concepts in substance abuse and dependence. Topics include the history of drug use/abuse, effects on societal members, treatment of addiction, and preventive measures. Upon completion, students should be able to demonstrate knowledge of the etiology of drug abuse, addiction, prevention, and treatment.					
<b>SAB 120</b>	<b>Intake and Assessment</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course develops processes for establishment of client rapport, elicitation of client information on which therapeutic activities are based, and stimulation of client introspection. Topics include diagnostic criteria, functions of counseling, nonverbal behavior, collaterals and significant others, dual diagnosis, client strengths and weakness, uncooperative clients, and crisis interventions. Upon completion, students should be able to establish communication with clients, recognize disorders, obtain information for counseling, and terminate the counseling process. <i>This course is a unique concentration requirement of the Substance Abuse concentration in the Human Services Technology program.</i>					
<b>SAB 125</b>	<b>SA Case Management</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides case management activities, including record keeping, recovery issues, community resources, and continuum of care. Emphasis is placed on establishing a systematic approach to monitor the treatment plan and maintain quality of life. Upon completion, students should be able to assist clients in the continuum of care as an ongoing recovery process and develop agency networking. <i>This course is a unique concentration requirement of the Substance Abuse concentration in the Human Services Technology program.</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>SAB 135</b>	<b>Addictive Process</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course explores the physical, emotional, psychological, and cultural aspects of the addictive process. Emphasis is placed on addictions to food, sex, alcohol, drugs, work, gambling, and relationships. Upon completion, students should be able to identify the effects, prevention strategies, and treatment methods associated with addictive disorders.					
<b>SAB 210</b>	<b>Substance Abuse Counseling</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides theory and skills acquisition by utilizing intervention strategies designed to obtain therapeutic information, support recovery, and prevent relapse. Topics include counseling individuals and dysfunctional families, screening instruments, counseling techniques and approaches, recovery and relapse, and special populations. Upon completion, students should be able to discuss issues critical to recovery, identify intervention models, and initiate a procedure culminating in cognitive/behavioral change.					
<b>SAB 240</b>	<b>SAB Issues in Client Services</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces systems of professional standards, values, and issues in substance abuse counseling. Topics include confidentiality, assessment of personal values, professional responsibilities, competencies, and ethics relative to multicultural counseling and research. Upon completion, students should be able to understand and discuss multiple ethical issues applicable to counseling and apply various decision-making models to current issues. <i>This course is a unique concentration requirement of the Substance Abuse concentration in the Human Services Technology program.</i>					
<b>SEC 150</b>	<b>Secure Communications</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, CTI 120 and NET 125					
Corequisites: None					
Course Offering Availability: Fall					
This course provides an overview of current technologies used to provide secure transport of information across networks. Topics include data integrity through encryption, Virtual Private Networks, SSL, SSH, and IPsec. Upon completion, students should be able to implement secure data transmission technologies. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>SEC 160</b>	<b>Security Administration I</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, CTI 120 and NET 125					
Corequisites: None					
Course Offering Availability: Spring					
This course provides an overview of security administration and fundamentals of designing security architectures. Topics include networking technologies, TCP/IP concepts, protocols, network traffic analysis, monitoring, and security best practices. Upon completion, students should be able to identify normal network traffic using network analysis tools and design basic security defenses. <i>This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>SGD 111</b>	<b>Introduction to SGD</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course provides students with an introduction to simulation and game development. Topics include setting, storytelling, narrative, character design, interface design, game play, internal economy, core mechanics, game genres, AI, the psychology of game design and professionalism. Upon completion, students should be able to demonstrate knowledge of the major aspects of simulation and game design and development.					
<b>SGD 112</b>	<b>SGD Design</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the fundamentals of simulation and game design. Topics include industry standards and design elements for simulation and games. Upon completion, students should be able to design simple simulations and/or games.					
<b>SGD 113</b>	<b>SGD Programming</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces the fundamentals of programming languages and tools employed in simulation and game development. Emphasis is placed on programming concepts used to create simulations and games. Upon completion, students should be able to program simple games and/or simulations.					
<b>SGD 114</b>	<b>3D Modeling</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces the tools required to create three-dimensional (3D) models. Emphasis is placed on exploring tools used to create 3D models. Upon completion, students should be able to create and animate 3D models using 3D modeling tools.					
<b>SGD 116</b>	<b>Graphic Design Tools</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces students to computer-based graphic design tools and their use within the context of simulation and game design. Topics include texture creation, map creation, and introduction to advanced level graphic design techniques. Upon completion, students should be able to competently use and explain industry-standard graphic design software.					
<b>SGD 117</b>	<b>Art for Games</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces students to the basic principles of art and how they apply to simulations and games. Emphasis is placed on learning to develop industry quality concept art for characters and other assets, as well as techniques needed to create such art. Upon completion, students should be able to create their own industry standard concept art for use in SGD projects.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>SGD 134</b>	<b>SG Quality Assurance</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides an introduction to software quality assurance as it relates to simulation and game development. Emphasis is placed on designing testing tools, bug databases, and on learning methodologies required for systematic, detail-oriented testing procedures for the simulation and game industry. Upon completion, students should be able to demonstrate the proper skills to obtain a job as a quality assurance tester in the simulation/game industry.					
<b>SGD 159</b>	<b>SGD Production Management</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces the techniques and methods used in interactive game production and how to manage a project. Emphasis is placed on scheduling, production plans, marketing and budgeting. Upon completion, students should be able to manage a team, track production, and understand the process of project management.					
<b>SGD 163</b>	<b>SG Documentation</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: Local, ENG 111*					
Course Offering Availability: Spring					
This course introduces the techniques and methods used to create simulation and game production and design documents. Emphasis is placed on the design document to include scheduling, production plans, marketing and budgeting. Upon completion, students should be able to create design and produce documents for any simulation or game.					
<b>SGD 164</b>	<b>SG Audio/Video</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces various aspects of audio and video and their application in simulations and games. Topics include techniques for producing and editing audio and video for multiple digital mediums. Upon completion, students should be able to produce and edit audio and video for simulations and games.					
<b>SGD 165</b>	<b>SG Character Development</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces the concepts needed to create fictional personality for use in digital videos, animations, simulations and games. Topics include aspects of character, developing backgrounds, mannerisms and voice. Upon completion, students should be able to develop characters and backgrounds for simulations and games.					
<b>SGD 167</b>	<b>SG Ethics</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces principles of philosophy and ethics as they relate to simulation and game development. Topics include moral philosophy and ethics. Upon completion, students should be able to discuss philosophical and ethical issues related to simulation and game development.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>SGD 168</b>	<b>Mobile SG Programming I</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces the mobile simulation and game programming process. Topics include mobile simulation/game programming, performance tuning, animation, sound effects, music, and mobile networks. Upon completion, students should be able to apply simulation/game programming concepts to the creation of mobile simulations and games.					
<b>SGD 171</b>	<b>Flash SG Programming</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces the Flash programming environment for use in simulation and game development. Topics include timeline effects, extensibility layers, alias text, globalization tools, ActionScript and lingo programming. Upon completion, students should be able to create a simple simulation or game using Flash.					
<b>SGD 174</b>	<b>SG Level Design</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces the tools used to create levels for real-time simulation and games. Topics include level design, architecture theory, modeling for 3D engines and texturing methods. Upon completion, students should be able to design simple levels using industry standard tools.					
<b>SGD 212</b>	<b>SGD Design II</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: State, SGD 112					
Corequisites: None					
Course Offering Availability: Spring					
This course covers the advanced principles of simulation and game design. Topics include advanced design concepts in simulation and game development. Upon completion, students should be able to design an advanced simulation or game.					
<b>SGD 214</b>	<b>3D Modeling II</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: State, SGD 114					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces the tools used to create and animate advanced 3 dimensional models. Emphasis is placed on identifying and utilizing the tools required to create and animate advanced 3D models. Upon completion, students should be able to create and animate advanced 3D models using 3D modeling tools.					
<b>SGD 288</b>	<b>SGD Portfolio Design</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: State, SGD 289					
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers the organization and presentation of a simulation and game design portfolio and appropriate related materials. Emphasis is placed on development and evaluation of the portfolio, design and production of a resume and self-promotional materials, and interview techniques. Upon completion, students should be able to prepare and professionally present an effective portfolio and related self-promotional materials.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>SGD 289</b>	<b>SGD Project</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>3</b>
Prerequisites: State, Take One: SGD 212, SGD 213, SGD 214, <b>or</b> SGD 285					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides students with the opportunity to create a functional simulation or game with minimal instructor support. Emphasis is placed upon verbal and written communication, skill documentation, professional presentation and user training. Upon completion, students should be able to create and professionally present a fully functional simulation or game.					
<b>SOC 210*</b>	<b>Introduction to Sociology</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer					
This course introduces the scientific study of human society, culture, and social interactions. Topics include socialization, research methods, diversity and inequality, cooperation and conflict, social change, social institutions, and organizations. Upon completion, students should be able to demonstrate knowledge of sociological concepts as they apply to the interplay among individuals, groups, and societies. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences. This is a Universal General Education Transfer Component (UGETC) course. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>SOC 213**</b>	<b>Sociology of the Family</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course covers the institution of the family and other intimate relationships. Emphasis is placed on mate selection, gender roles, sexuality, communication, power and conflict, parenthood, diverse lifestyles, divorce and remarriage, and economic issues. Upon completion, students should be able to analyze the family as a social institution and the social forces which influence its development and change. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>SOC 220**</b>	<b>Social Problems</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Spring, Summer					
This course provides an in-depth study of current social problems. Emphasis is placed on causes, consequences, and possible solutions to problems associated with families, schools, workplaces, communities, and the environment. Upon completion, students should be able to recognize, define, analyze, and propose solutions to these problems. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Social/Behavioral Sciences. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>SOC 242***</b>	<b>Sociology of Deviance</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Summer					
This course provides an overview of deviant behavior and the processes involved in its definition, causation, prevention, control, and treatment. Topics include theories of causation, social control, delinquency, victimization, criminality, the criminal justice system, punishment, rehabilitation, and restitution. Upon completion, students should be able to identify and analyze issues surrounding the nature and development of social responses to deviance. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>SOC 244***</b>	<b>Sociology of Death &amp; Dying</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Spring					
This course presents sociological perspectives on death and dying. Emphasis is placed on analyzing the different death rates among various groups, races, and societies, as well as various types of death. Upon completion, students should be able to discuss the rituals of death, both cultural and religious, and examine current issues relating to death and dying. <i>This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.</i>					
<b>SPA 111**</b>	<b>Elementary Spanish I</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, DRE 098					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course introduces the fundamental elements of the Spanish language within a cultural context. Emphasis is placed on the development of basic listening, speaking, reading, and writing skills. Upon completion, students should be able to comprehend and respond with grammatical accuracy to spoken and written Spanish and demonstrate cultural awareness. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts. This course is also available through the Virtual Learning Community (VLC).</i>					
<b>SPA 112**</b>	<b>Elementary Spanish II</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, SPA 111**					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course is a continuation of SPA 111 focusing on the fundamental elements of the Spanish language within a cultural context. Emphasis is placed on the progressive development of listening, speaking, reading, and writing skills. Upon completion, students should be able to comprehend and respond with increasing proficiency to spoken and written Spanish and demonstrate further cultural awareness. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts.</i>					
<b>SPA 120</b>	<b>Spanish for the Workplace</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course offers applied Spanish for the workplace to facilitate basic communication with people whose native language is Spanish. Emphasis is placed on oral communication and career-specific vocabulary that targets health, business, and/or public service professions. Upon completion, students should be able to communicate at a functional level with native speakers and demonstrate cultural sensitivity.					
<b>SPA 211**</b>	<b>Intermediate Spanish I</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, SPA 112**					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides a review and expansion of the essential skills of the Spanish language. Emphasis is placed on the study of authentic and representative literary and cultural texts. Upon completion, students should be able to communicate effectively, accurately, and creatively about the past, present, and future. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts.</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>SPA 212**</b>	<b>Intermediate Spanish II</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, SPA 211**					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides a continuation of SPA 211. Emphasis is placed on the continuing study of authentic and representative literary and cultural texts. Upon completion, students should be able to communicate spontaneously and accurately with increasing complexity and sophistication. <i>This course has been approved for transfer under the CAA and ICAA as a general education course in Humanities/Fine Arts.</i>					
<b>SST 120</b>	<b>Energy Use Analysis</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces the principles of analyzing energy use, energy auditing tools and techniques, conservation techniques, and calculating energy savings. Topics include building system control theory, calibrating digital controls, energy loss calculations, and applicable conservation techniques. Upon completion, students should be able to demonstrate an understanding of energy use, audits, and controls in the analysis of energy consumption.					
<b>SWK 113</b>	<b>Working with Diversity</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course examines and promotes understanding, sensitivity, awareness, and knowledge of human diversity. Emphasis is placed on professional responsibilities, duties, and skills critical to multicultural human services practice. Upon completion, students should be able to integrate and expand knowledge, skills, and cultural awareness relevant to diverse populations.					
<b>TOM 120</b>	<b>Introduction to Trucking</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course provides an introduction to the history, regulations, safety and security of the trucking industry and various regulatory agencies. Topics include the regulations of the Department of Transportation, Federal Motor Carrier Safety Administration (FMCSA), State Police, OSHA, EPA and local police as related to the trucking industry. Upon completion, students should be able to define the audit process, CSA (Compliance, Safety, Accountability) requirements, safety plans, accident investigation, hours of service, security, and the federal regulations for driving or operating a truck or a large commercial vehicle.					
<b>TOM 130</b>	<b>Fleet Maintenance</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course provides an overview of the fleet maintenance management operations in the trucking industry. Topics include trucking regulations, managing a maintenance shop, key performance indicators (KPI), maintenance management systems, and truck/trailer specifications. Upon completion, students should be able to define the requirements of fleet maintenance management skills in a trucking based company.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>TOM 250</b>	<b>Operations of Trucking I</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course provides an overview of operating a trucking business. Topics include the business, marketing, economics, finance, accounting, freight brokerage and entrepreneurship aspects of operating a trucking business. Upon completion, students should be able to define the skills and personnel needed to operate a successful trucking business.					
<b>TOM 260</b>	<b>Operations of Trucking II</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>
Prerequisites: State, TOM 250					
Corequisites: None					
Course Offering Availability: Spring					
This course covers the advanced aspects of operating a trucking business. Topics include the advanced aspects of business, marketing, economics, finance, accounting, freight brokerage and entrepreneurship aspects of operating a trucking business. Upon completion, students should be able to demonstrate the skills needed to operate a trucking business.					
<b>TRN 110</b>	<b>Intro to Transport Tech</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course covers workplace safety, hazardous materials, environmental regulations, hand tools, service information, basic concepts, vehicle systems, and common transportation industry terminology. Topics include familiarization with major vehicle systems, proper use of various hand and power tools, material safety data sheets, and personal protective equipment. Upon completion, students should be able to demonstrate appropriate safety procedures, identify and use basic shop tools, and describe government regulations regarding transportation repair facilities.					
<b>TRN 120</b>	<b>Basic Transp Electricity</b>	<b>4</b>	<b>3</b>	<b>0</b>	<b>5</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course covers basic electrical theory, wiring diagrams, test equipment, and diagnosis, repair and replacement of batteries, starters, and alternators. Topics include Ohm's Law, circuit construction, wiring diagrams, circuit testing, and basic troubleshooting. Upon completion, students should be able to properly use wiring diagrams, diagnose, test, and repair basic wiring, battery, starting, charging, and electrical concerns.					
<b>TRN 130</b>	<b>Intro to Sustainable Transp</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course provides an overview of alternative fuels and alternative fuel vehicles. Topics include composition and use of alternative fuels including compressed natural gas, biodiesel, ethanol, hydrogen, and synthetic fuels, hybrid/electric, and vehicles using alternative fuels. Upon completion, students should be able to identify alternative fuel vehicles, explain how each alternative fuel delivery system operates, and perform minor repairs.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>TRN 140</b>	<b>Transp Climate Control</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Summer and Fall					
This course covers the theory of refrigeration and heating, electrical/electronic/pneumatic controls, and diagnosis and repair of climate control systems. Topics include diagnosis and repair of climate control components and systems, recovery/recycling of refrigerants, and safety and environmental regulations. Upon completion, students should be able to diagnose and repair vehicle climate control systems.					
<b>TRN 140A</b>	<b>Transp Climate Cont Lab</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: State, TRN 140					
Course Offering Availability: Summer and Fall					
This course provides experiences for enhancing student skills in the diagnosis and repair of transportation climate control systems. Emphasis is placed on reclaiming, recovery, recharging, leak detection, climate control components, diagnosis, air conditioning equipment, tools and safety. Upon completion, students should be able to describe the operation, diagnose, and safely service climate control systems using appropriate tools, equipment, and service information.					
<b>WBL 111</b>	<b>Work-Based Learning I</b>	<b>0</b>	<b>0</b>	<b>10</b>	<b>1</b>
Prerequisites: Local, Program Head Approval					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.					
<b>WBL 112</b>	<b>Work-Based Learning I</b>	<b>0</b>	<b>0</b>	<b>20</b>	<b>2</b>
Prerequisites: Local, Program Head Approval					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.					
<b>WBL 113</b>	<b>Work-Based Learning I</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>3</b>
Prerequisites: Local, Program Head Approval					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.					
<b>WBL 115</b>	<b>Work-Based Learning Seminar I</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
Prerequisites: Local, Program Head Approval					
Corequisites: State, Take One: WBL 111, WBL 112, or WBL 113					
Course Offering Availability: Course offered at the discretion of the Dean					
This is a seminar course designed to enrich the student's work-based learning experience.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>WBL 121</b>	<b>Work-Based Learning II</b>	<b>0</b>	<b>0</b>	<b>10</b>	<b>1</b>
Prerequisites: Local, Program Head Approval					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.					
<b>WBL 122</b>	<b>Work-Based Learning II</b>	<b>0</b>	<b>0</b>	<b>20</b>	<b>2</b>
Prerequisites: Local, Program Head Approval					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.					
<b>WBL 123</b>	<b>Work-Based Learning II</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>3</b>
Prerequisites: Local, Program Head Approval					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.					
<b>WBL 125</b>	<b>Work-Based Learning Seminar II</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
Prerequisites: Local, Program Head Approval					
Corequisites: State, Take One: WBL 121, WBL 122, WBL 123					
Course Offering Availability: Course offered at the discretion of the Dean					
This is a seminar course designed to enrich the student's work-based learning experience.					
<b>WBL 131</b>	<b>Work-Based Learning III</b>	<b>0</b>	<b>0</b>	<b>10</b>	<b>1</b>
Prerequisites: Local, Program Head Approval					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.					
<b>WBL 132</b>	<b>Work-Based Learning III</b>	<b>0</b>	<b>0</b>	<b>20</b>	<b>2</b>
Prerequisites: Local, Program Head Approval					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course provides a work-based learning experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>WEB 110</b>	<b>Internet/Web Fundamentals</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces World Wide Web Consortium (W3C) standard markup language and services of the Internet. Topics include creating web pages, search engines, FTP, and other related topics. Upon completion, students should be able to deploy a hand-coded website created with mark-up language, and effectively use and understand the function of search engines. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>WEB 111</b>	<b>Intro to Web Graphics</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces the creation of web graphics, and addressing problems peculiar to WWW display using appropriate software. Topics include web graphics file types, optimization, RGB color, web typography, elementary special effects, transparency, animation, slicing, basic photo manipulation, and other related topics. Upon completion, students should be able to create graphics, such as animated banners, buttons, backgrounds, logos, and manipulate photographic images for Web delivery.					
<b>WEB 115</b>	<b>Web Markup and Scripting</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces Worldwide Web Consortium (W3C) standard client-side Internet programming using industry-established practices. Topics include JavaScript, markup elements, stylesheets, validation, accessibility, standards, and browsers. Upon completion, students should be able to develop hand-coded web pages using current markup standards. <i>This course is also available through the Virtual Learning Community (VLC).</i>					
<b>WEB 120</b>	<b>Intro to Internet Multimedia</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, CTI 110					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the creation of rich media for the Internet. Topics include the design, production and delivery of interactive content, rich media, digital video, and digital audio. Upon completion, students should be able to create multimedia projects incorporating graphics, text, video, and audio using industry standard authoring software or web standards.					
<b>WEB 125</b>	<b>Mobile Web Design</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, CTI 110					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces students to web design for mobile devices. Topics include planning an effective mobile Web site, industry standard Mobile Markup Language, CSS3, multimedia, m-commerce, social media, testing and publishing. Upon completion, students should be able to plan, develop, test, and publish Web content designed for mobile devices.					
<b>WEB 140</b>	<b>Web Development Tools</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, CTI 110					
Corequisites: None					
Course Offering Availability: Spring					
This course provides an introduction to web development software suites. Topics include the creation of web sites and applets using web development software. Upon completion, students should be able to create entire web sites and supporting applets. <i>This course is also available through the Virtual Learning Community (VLC).</i>					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>WEB 141</b>	<b>Mobile Interface Design</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers current design standards and emerging approaches related to the design and development of user interfaces for mobile devices. Emphasis is placed on research and evaluation of standard and emerging practices for effective interface and user experience design. Upon completion, students should be able to design effective and usable interfaces for mobile devices.					
<b>WEB 151</b>	<b>Mobile Application Dev I</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, CTI 110					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces students to programming technologies, design and development related to mobile applications. Topics include accessing device capabilities, industry standards, operating systems, and programming for mobile applications using an OS Software Development Kit (SDK). Upon completion, students should be able to create basic applications for mobile devices.					
<b>WEB 180</b>	<b>Active Server Pages</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, CIS 115**; Local, WEB 115					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces active server programming. Topics include HTML forms processing and other issues related to developing active web applications. Upon completion, students should be able to create and maintain a dynamic website.					
<b>WEB 211</b>	<b>Advanced Web Graphics</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, WEB 111					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course covers the advanced concepts related to the creation and manipulation of graphic images for web delivery. Topics include graphics acquisition, use of masks and channels, advanced special effects, advanced photo manipulation, and other related topics. Upon completion, students should be able to create, manipulate, and optimize web graphics with advanced techniques and maintain an online coursework portfolio.					
<b>WEB 213</b>	<b>Internet Mkt &amp; Analytics</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces students to Search Engine Optimization (SEO), Search Engine Marketing (SEM) and web analytics. Topics include Search Engine Optimization (SEO), Pay Per Click advertising (PPC), Search Engine Marketing (SEM), web analytics, eye-tracking software and email marketing. Upon completion, students should be able to set up, monitor and maintain SEO optimized websites; and develop strategies for online marketing and advertizing plans.					
<b>WEB 214</b>	<b>Social Media</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces students to social media for organizations. Topics include social media, marketing strategy, brand presence, blogging, social media analytics and technical writing. Upon completion, students should be able to utilize popular social media platforms as part of a marketing strategy, and work with social media analytics tools.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>WEB 220</b>	<b>Advanced Multimedia</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, WEB 120					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This is the second of two courses covering Internet multimedia. Topics include use of advanced Internet multimedia applications. Upon completion, students should be able to create interactive Internet multimedia presentations.					
<b>WEB 225</b>	<b>Content Management Sys</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: State, WEB 110					
Corequisites: None					
Course Offering Availability: Course offered at the discretion of the Dean					
This course introduces students to Content Management Systems (CMS) designed for the publication of Web content to Web sites. Topics include individual user accounts, administration menus, RSS-feeds, customizable layout, flexible account privileges, logging, blogging systems, creating online forums, and modules. Upon completion, students should be able to register and maintain individual user accounts and create a business website and/or an interactive community website.					
<b>WEB 250</b>	<b>Database Driven Websites</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: Local, CTI 110					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces dynamic (database-driven) website development. Topics include the use of basic database CRUD statements (create, read, update and delete) incorporated into web applications, as well as in software architecture principles. Upon completion, students should be able to design and develop database driven web applications according to industry standards.					
<b>WLD 110</b>	<b>Cutting Processes</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces oxy-fuel and plasma-arc cutting systems. Topics include safety, proper equipment setup, and operation of oxy-fuel and plasma-arc cutting equipment with emphasis on straight line, curve and bevel cutting. Upon completion, students should be able to oxy-fuel and plasma-arc cut metals of varying thickness.					
<b>WLD 113</b>	<b>Soldering and Brazing</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course covers procedures for cutting, soldering and brazing of pipe and tubing. Topics include safety, proper equipment setup, and operation of soldering and brazing equipment. Upon completion, students should be able to solder and braze pipe, tubing, and fittings in various positions.					
<b>WLD 115</b>	<b>SMAW (Stick) Plate</b>	<b>2</b>	<b>9</b>	<b>0</b>	<b>5</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course introduces the shielded metal arc (stick) welding process. Emphasis is placed on padding, fillet, and groove welds in various positions with SMAW electrodes. Upon completion, students should be able to perform SMAW fillet and groove welds on carbon plate with prescribed electrodes.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>WLD 116</b>	<b>SMAW (Stick) Plate/Pipe</b>	<b>1</b>	<b>9</b>	<b>0</b>	<b>4</b>
Prerequisites: State, WLD 115					
Corequisites: None					
Course Offering Availability: Spring, Summer					
This course is designed to enhance skills with the shielded metal arc (stick) welding process. Emphasis is placed on advancing manipulative skills with SMAW electrodes on varying joint geometry. Upon completion, students should be able to perform groove welds on carbon steel with prescribed electrodes in the flat, horizontal, vertical, and overhead positions.					
<b>WLD 117</b>	<b>Industrial SMAW</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces the SMAW (stick) process for joining carbon steel components for industrial applications. Topics include padding, fillet, and groove welds in various positions with SMAW electrodes. Upon completion, student should be able to safely perform SMAW fillet and groove welds on carbon steel plate with prescribed electrodes.					
<b>WLD 121</b>	<b>GMAW (MIG) FCAW/Plate</b>	<b>2</b>	<b>6</b>	<b>0</b>	<b>4</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course introduces metal arc welding and flux core arc welding processes. Topics include equipment setup and fillet and groove welds with emphasis on application of GMAW and FCAW electrodes on carbon steel plate. Upon completion, students should be able to perform fillet welds on carbon steel with prescribed electrodes in the flat, horizontal, and overhead positions.					
<b>WLD 122</b>	<b>GMAW (MIG) Plate/Pipe</b>	<b>1</b>	<b>6</b>	<b>0</b>	<b>3</b>
Prerequisites: State, WLD 121					
Corequisites: None					
Course Offering Availability: Spring					
This course is designed to enhance skills with the gas metal arc (MIG) welding process. Emphasis is placed on advancing skills with the GMAW process making groove welds on carbon steel plate and pipe in various positions. Upon completion, students should be able to perform groove welds with prescribed electrodes on various joint geometry.					
<b>WLD 131</b>	<b>GTAW (TIG) Plate</b>	<b>2</b>	<b>6</b>	<b>0</b>	<b>4</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course introduces the gas tungsten arc (TIG) welding process. Topics include correct selection of tungsten, polarity, gas, and proper filler rod with emphasis placed on safety, equipment setup, and welding techniques. Upon completion, students should be able to perform GTAW fillet and groove welds with various electrodes and filler materials.					
<b>WLD 141</b>	<b>Symbols &amp; Specifications</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course introduces the basic symbols and specifications used in welding. Emphasis is placed on interpretation of lines, notes, welding symbols, and specifications. Upon completion, students should be able to read and interpret symbols and specifications commonly used in welding.					

# CURRICULUM COURSES

Course No.	Title	Class	Lab	Work Exp/ Clinical	Credit
<b>WLD 151</b>	<b>Fabrication I</b>	<b>2</b>	<b>6</b>	<b>0</b>	<b>4</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall, Spring					
This course introduces the basic principles of fabrication. Emphasis is placed on safety, measurement, layout techniques, cutting, joining techniques, and the use of fabrication tools and equipment. Upon completion, students should be able to perform layout activities and operate various fabrication and material handling equipment.					
<b>WLD 212</b>	<b>Inert Gas Welding</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>2</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Fall					
This course introduces inert gas-shielded welding methods (MIG/TIG). Topics include correct selection of consumable and non-consumable electrodes, equipment setup, safety, and welding techniques. Upon completion, students should be able to perform inert gas welding in flat, horizontal, and overhead positions.					
<b>WLD 251</b>	<b>Fabrication II</b>	<b>1</b>	<b>6</b>	<b>0</b>	<b>3</b>
Prerequisites: State, WLD 151					
Corequisites: None					
Course Offering Availability: Spring					
This course covers advanced fabrication skills. Topics include advanced layout and assembly methods with emphasis on the safe and correct use of fabrication tools and equipment. Upon completion, students should be able to fabricate projects from working drawings.					
<b>WLD 261</b>	<b>Certification Practices</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>2</b>
Prerequisites: State, Take All: WLD 115, WLD 121, and WLD 131					
Corequisites: None					
Course Offering Availability: Fall, Summer					
This course covers certification requirements for industrial welding processes. Topics include techniques and certification requirements for prequalified joint geometry. Upon completion, students should be able to perform welds on carbon steel plate and/or pipe according to applicable codes.					
<b>WLD 262</b>	<b>Inspection &amp; Testing</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>3</b>
Prerequisites: None					
Corequisites: None					
Course Offering Availability: Spring					
This course introduces destructive and non-destructive testing methods. Emphasis is placed on safety, types and methods of testing, and the use of testing equipment and materials. Upon completion, students should be able to understand and/or perform a variety of destructive and non-destructive testing processes.					