

CARTERET COMMUNITY COLLEGE

2016-2017

COURSE CATALOG

(Subject to Change)



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ACADEMIC RELATED

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ACA-115	Success and Study Skills	0	2	0	0	1
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
ACA-118	College Study Skills	1	2	0	0	2
	Prerequisites: None					
	Corequisites: None					
	Description: This course covers skills and strategies designed to improve study behaviors. Topics include time management, note taking, test taking, memory techniques, active reading strategies, critical thinking, communication skills, learning styles, and other strategies for effective learning. Upon completion students should be able to apply appropriate study strategies and techniques to the development of an effective study plan.					
ACA-122	College Transfer Success	0	2	0	0	1
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
	Competencies					
	1. Develop a strategic plan for completing community college academic goals, including certificates, diplomas, and/or associate degrees.					
	2. Develop a strategic plan for transferring to a university and preparing for a new career.					
	3. Identify the rights and responsibilities of transfer students under the Comprehensive Articulation Agreement (CAA), including Universal General Education Transfer Component (UGETC) designated courses, the Transfer Assured Admissions Policy (TAAP), the CAA appeals process, and university tuition surcharge.					
	4. Evaluate learning strategies, including note-taking, test-taking, information processing, time management, and memorization techniques, and identify strategies for improvement.					
	5. Identify essential college resources, including financial aid, advising, registration, tutoring, library services, computer labs, and counseling services and recognize the importance of these resources on student success.					
	6. Identify essential college policies and procedures, including academic integrity such as avoiding					

plagiarism; calculating a GPA, and maintaining satisfactory academic progress for financial aid eligibility and/or good academic standing.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ACA-220	Professional Transition	1	0	0	0	1
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course provides preparation for meeting the demands of employment or education beyond the community college experience. Emphasis is placed on strategic planning, gathering information on workplaces or colleges, and developing human interaction skills for professional, academic, and/or community life. Upon completion, students should be able to successfully make the transition to appropriate workplaces or senior institutions.				

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ACCOUNTING

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ACC-115	College Accounting	3	2	0	0	4
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces basic accounting principles for a business. Topics include the complete accounting cycle with end-of-period statements, bank reconciliation, payrolls, and petty cash. Upon completion, students should be able to demonstrate an understanding of accounting principles and apply those skills to a business organization.				
ACC-120	Principles of Financial Accounting	3	2	0	0	4
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces business decision-making using 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.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ACC-121	Principles of Managerial Accounting	3	2	0	0	4
	State Prerequisites: Take ACC-120;					
	Corequisites: None					
	Description: 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.					
ACC-129	Individual Income Taxes	2	2	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
ACC-140	Payroll Accounting	1	2	0	0	2
	State Prerequisites: Take ACC-115 or ACC-120;					
	Corequisites: None					
	Description: 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.					
ACC-150	Accounting Software Applications	1	2	0	0	2
	State Prerequisites: Take ACC-115 or ACC-120;					
	Corequisites: None					
	Description: 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.					

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ANTHROPOLOGY

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ANT-210	General Anthropology	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces the physical, archaeological, linguistic, and ethnological fields of anthropology. Topics include human origins, genetic variations, archaeology, linguistics, primatology, and contemporary cultures. Upon completion, students should be able to demonstrate an understanding of the four major fields of anthropology.					
ANT-220	Cultural Anthropology	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces the nature of human culture. Emphasis is placed on cultural theory, methods of fieldwork, and cross-cultural comparisons in the areas of ethnology, language, and the cultural past. Upon completion, students should be able to demonstrate an understanding of basic cultural processes and how cultural data are collected and analyzed.					
ANT-221	Comparative Cultures	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course provides an ethnographic survey of societies around the world covering their distinctive cultural characteristics and how these relate to cultural change. Emphasis is placed on the similarities and differences in social institutions such as family, economics, politics, education, and religion. Upon completion, students should be able to demonstrate knowledge of a variety of cultural adaptive strategies.					

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AQUACULTURE

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
AQU-111	Aquaculture I	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces the basic principles of fish and shellfish production. Topics include site selection; water quality; nutrition and feeding; management of diseases and parasites; genetics and breeding; and harvest, transport and marketing. Upon completion, students should be able to describe the natural conditions and management practices necessary to produce a crop of fish or shellfish.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
AQU-112	Aquaculture II	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course covers the specific culture techniques used in the production of a variety of aquatic species. Emphasis is placed on species of economic importance in North Carolina, especially channel catfish, hybrid striped bass, rainbow trout, crawfish, clams, and oysters. Upon completion, students should be able to describe the various culture methods and prepare a production plan for each of the species covered.				
AQU-120	Aquabusiness	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course provides a basic background in aquacultural economics, business management, and marketing. Emphasis is placed on the management of farms for profitable production and the sale of fish and shellfish products. Upon completion, students should be able to prepare a good quality farm/business plan for potential lenders and investors.				
AQU-161	Aquaculture Practicum I	0	3	0	0	1
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course provides students with practical hands-on experience in fish/shellfish farming. Emphasis is placed on introductory concepts involved in daily management. Upon completion, students should be able to perform routine duties associated with the daily management of a fish/shellfish production facility.				
AQU-162	Aquaculture Practicum II	0	3	0	0	1
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course is designed to provide students with basic hands-on experience in fish/shellfish production. Emphasis is placed on the specialized culture techniques used to produce a variety of species of fish/shellfish. Upon completion, students should be able to complete the various tasks associated with the production of various species of fish/shellfish.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
AQU-163	Aquaculture Practicum III	0	3	0	0	1
	Prerequisites: None					
	Corequisites: None					
	Description: This course is designed to provide students with basic hands-on experience in fish/shellfish production. Emphasis is placed on the special problems associated with fish/shellfish production during the critical warm summer season. Upon completion, students should be able to address the various problems associated with warm season fish/shellfish production.					
AQU-164	Aquaculture Practicum IV	0	3	0	0	1
	Prerequisites: None					
	Corequisites: None					
	Description: This course is designed to provide students with advanced hands-on experience in fish/shellfish production. Emphasis is placed on advanced topics in aquaculture, including nutrition, diseases, and genetics and breeding. Upon completion, students should be able to recognize nutritional and pathogenic diseases and should be proficient at selecting brood organisms.					
AQU-165	Aquaculture Practicum V	0	3	0	0	1
	Prerequisites: None					
	Corequisites: None					
	Description: This course is designed to provide students with advanced hands-on experience in fish/shellfish production. Emphasis is placed on facility design, construction and maintenance. Upon completion, students should be able to design, construct and maintain a variety of aquaculture production facilities.					
AQU-166	Aquaculture Practicum VI	0	3	0	0	1
	Prerequisites: None					
	Corequisites: None					
	Description: This course is designed to provide students with advanced hands-on experience in fish/shellfish production. Emphasis is placed on water quality management in aquaculture. Upon completion, students should be proficient in the management of water quality in a variety of aquaculture production facilities.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
AQU-210	Limnology and Water Quality	3	0	0	0	3
	State Prerequisites: Take BIO-111, CHM-151;					
	Corequisites: None					
	Description: This course introduces the ecosystem dynamics of freshwater lakes and ponds. Topics include the physical, chemical, and biological aspects of standing water bodies with emphasis on practical management. Upon completion, students should be able to collect and analyze data and develop an appropriate management plan for a freshwater pond or lake.					
AQU-220	Aquaculture Facilities	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course covers the design of facilities used in the production of fish and shellfish. Topics include pond construction, open-channel and pipe flows, motors and pumps, water wells, cage and raft constructions and flow-through and recirculating system design. Upon completion, students should be able to design a variety of aquaculture production systems.					
AQU-230	Fish Genetics and Breeding	3	0	0	0	3
	State Prerequisites: Take BIO-111;					
	Corequisites: None					
	Description: This course covers the principles of qualitative and quantitative genetics and breeding of fish and shellfish. Emphasis is placed on quantitative genetic traits that affect various production parameters, with numerous examples using commonly cultured species. Upon completion, student should be able to discuss the basic principles of genetics and design appropriate breeding programs for a variety of commonly cultured species.					
AQU-240	Fish Nutrition and Diseases	3	0	0	0	3
	State Prerequisites: Take BIO-111;					
	Corequisites: None					
	Description: This course introduces the principles of fish and shellfish nutrition and provides a background in the management of diseases and parasitic infestations. Topics include nutritional requirements of fish and shellfish, feed formulation, feeding practices, viral diseases, bacterial diseases, parasites, and medication and disease prevention. Upon completion, students should be able to discuss the principles of nutrition and identify and control microbial and parasitic disease of fish and shellfish.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
AQU-251	Hatchery Management I	3	0	0	0	3
	State Prerequisites: Take BIO-111, CHM-151;					
	Corequisites: None					
	Description: This course introduces the basic principles of fish and shellfish hatchery management. Topics include the basic chemical, physical, and biological requirements for the propagation of a variety of commonly cultured fish, crustaceans, and mollusks. Upon completion, students should be able to describe the environment tolerances and preferences for reproduction of a variety of cultured species.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
AQU-252	Hatchery Management II	3	0	0	0	3
	State Prerequisites: Take AQU-251;					
	Corequisites: None					
	Description: This course covers the specific techniques used in the artificial propagation of a variety of commonly cultured species of fish and shellfish. Topics include facility requirements, hatchery production planning, and propagation techniques for several species, including clams, shrimp, catfish, hybrid striped bass, rainbow trout, and others. Upon completion, students should be able to develop a plan for the successful operation of a fish or shellfish hatchery facility.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
AQU-280	Aquaculture Project	0	6	0	0	3
	State Prerequisites: Take AQU-112;					
	Corequisites: None					
	Description: This course provides the student with an opportunity to complete an individualized project in the study of aquaculture, designed by the instructor. Emphasis is placed on the application of aquaculture principles to a topic of interest to the student. Upon completion, students should be able to demonstrate specialized knowledge of an advanced topic in aquaculture.					

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ART

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ART-111	Art Appreciation	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ART-114	Art History Survey I	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
ART-115	Art History Survey II	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
ART-121	Two-Dimensional Design	0	6	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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 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.					
ART-122	Three-Dimensional Design	0	6	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ART-131	Drawing I	0	6	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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 competence in the use of graphic form and various drawing processes.				
ART-135	Figure Drawing I	0	6	0	0	3
	State Prerequisites:	Take ART-131;				
	Corequisites:	None				
	Description:	This course introduces rendering the human 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.				
ART-171	Computer Art I	0	6	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces the use of the computer as a tool for solving visual problems. Emphasis is placed on fundamentals of computer literary and design through bit-mapped image manipulation. Upon completion, students should be able to demonstrate an understanding of paint programs, printers, and scanners to capture, manipulate, and output images.				
ART-212	Gallery Assistantship I	0	2	0	0	1
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course covers the practical application of display techniques. Emphasis is placed on preparation of artwork for installation, hardware systems, and exhibition graphics. Upon completion, students should be able to demonstrate basic gallery exhibition skills.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ART-214	Portfolio and Resume	0	2	0	0	1
	Prerequisites: None					
	Corequisites: None					
	Description: This course covers resume writing, interview skills, and the preparation and presentation of an art portfolio. Emphasis is placed on the preparation of a portfolio of original artwork, the preparation of a photographic portfolio, approaches to resume writing, and interview techniques. Upon completion, students should be able to mount original art for portfolio presentation, photograph and display a professional slide portfolio, and write an effective resume.					
ART-231	Printmaking I	0	6	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces printmaking; its history, development techniques, and processes. Emphasis is placed on basic applications with investigation into image source and development. Upon completion, students should be able to produce printed images utilizing a variety of methods.					
ART-232	Printmaking II	0	6	0	0	3
	State Prerequisites: Take ART-231;					
	Corequisites: None					
	Description: This course includes additional methods and printmaking processes. Emphasis is placed on the printed image as related to method, source, and concept. Upon completion, students should be able to produce expressive images utilizing both traditional and innovative methods.					
ART-240	Painting I	0	6	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ART-241	Painting II	0	6	0	0	3
	State Prerequisites: Take ART-240;					
	Corequisites: None					
	Description: 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.					
ART-260	Photography Appreciation	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces the origins and historical development of photography. Emphasis is placed on the study of composition and history of photography as an art form. Upon completion, students should be able to recognize and produce, using color transparencies, properly exposed, well-composed photographs.					
ART-261	Photography I	0	6	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces photographic equipment, theory, and processes. Emphasis is placed on camera operation, composition, darkroom techniques, and creative expression. Upon completion, students should be able to successfully expose, develop, and print a well-conceived composition.					
ART-264	Digital Photography I	1	4	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
ART-266	Videography I	0	6	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course covers introduces various aspects of basis video production including concept development, scripting, camera operation, and post-production. Emphasis is placed on creative expression, camera handling, story boarding, and editing. Upon completion, students should be able to demonstrate a basic understanding of video camera operation and production techniques.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ART-267	Videography II	0	6	0	0	3
	State Prerequisites: Take ART-266;					
	Corequisites: None					
	Description: This course is designed to provide a framework for the production of a long-term video project. Emphasis is placed on realization of the unique creative vision. Upon completion, students should be able to produce a thematically coherent, edited video with sound and titling.					
ART-271	Computer Art II	0	6	0	0	3
	State Prerequisites: Take ART-171;					
	Corequisites: None					
	Description: This course includes advanced computer imaging techniques. Emphasis is placed on creative applications of digital technology. Upon completion, students should be able to demonstrate command of computer systems and applications to express their personal vision.					
ART-281	Sculpture I	0	6	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course provides an exploration of the creative and technical methods of sculpture with focus on the traditional processes. Emphasis is placed on developing basic skills as they pertain to three-dimensional expression in various media. Upon completion, students should be able to show competence in variety of sculptural approaches.					
ART-282	Sculpture II	0	6	0	0	3
	State Prerequisites: Take ART-281;					
	Corequisites: None					
	Description: This course builds on the visual and technical skills learned in ART 281. Emphasis is placed on developing original solutions to sculptural problems in a variety of media. Upon completion, students should be able to express individual ideas using the techniques and materials of sculpture.					
ART-283	Ceramics I	0	6	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course provides an introduction to three-dimensional design principles using the medium of clay. Emphasis is placed on fundamentals of forming, surface design, glaze application, and firing. Upon completion, students should be able to demonstrate skills in slab and coil construction, simple wheel forms, glaze technique and creative expressions.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ART-284	Ceramics II	0	6	0	0	3
	State Prerequisites: Take ART-283;					
	Corequisites: None					
	Description: This course covers the advanced hand building and wheel techniques. Emphasis is placed on creative expression, surface design, sculptural quality, and glaze effect. Upon completion, students should be able to demonstrate a high level of technical competence in forming and glazing with a development of three-dimensional awareness.					
ART-288	Studio	0	6	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course provides the opportunity for advanced self-determined work beyond the limits of regular studio course sequences. Emphasis is placed on creative self-expression and in-depth exploration of techniques and materials. Upon completion, students should be able to create original projects specific to media, materials, and techniques.					

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ASTRONOMY

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
AST-111	Descriptive Astronomy	3	0	0	0	3
	Prerequisites: None					
	Local Corequisites: AST-111A;					
	Description: This course introduces an overall view of modern astronomy. Topics include an overview of the solar system, the sun, stars, galaxies, and larger universe. Upon completion, students should be able to demonstrate an understanding of the universe around them.					
AST-111A	Descriptive Astronomy Lab	0	2	0	0	1
	Prerequisites: None					
	State Corequisites: AST-111;					
	Description: This course is a laboratory to accompany AST 111. Emphasis is placed on laboratory experiences which enhance the materials presented in AST 111 and which provide practical experience. Upon completion, students should be able to demonstrate an understanding of the university around them.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
AST-151	General Astronomy I	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces the science of modern astronomy with a concentration on the solar system. Emphasis is placed on the history and physics of astronomy and an introduction to the solar system, including the planets, comets, and meteors. Upon completion, student should be able to demonstrate a general understanding of the solar system.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
AST-151A	General Astronomy I Lab	0	2	0	0	1
	Prerequisites:	None				
	State Corequisites:	AST-151;				
	Description:	This course is a laboratory to accompany AST 151. Emphasis is placed on laboratory experiences which enhance the materials presented in AST 151 and which provide practical experience. Upon completion, students should be able to demonstrate a general understanding of the solar system.				

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BIOLOGY

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
BIO-110	Principles of Biology	3	3	0	0	4
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
BIO-111	General Biology I	3	3	0	0	4
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
BIO-112	General Biology II	3	3	0	0	4
	State Prerequisites: Take BIO-111;					
	Corequisites: None					
	Description: 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.					
BIO-120	Introductory Botany	3	3	0	0	4
	State Prerequisites: Take BIO-110 or BIO-111;					
	Corequisites: None					
	Description: This course provides an introduction to the classification, relationships, structure, and function of plants. Topics include reproduction and development of seed and non-seed plants, levels of organization, form and function of systems, and a survey of major taxa. Upon completion, students should be able to demonstrate comprehension of plant form and function, including selected taxa of both seed and non-seed plants.					
BIO-130	Introductory Zoology	3	3	0	0	4
	State Prerequisites: Take BIO-110 or BIO-111;					
	Corequisites: None					
	Description: This course provides an introduction to the classification, relationships, structure, and function of major animal phyla. Emphasis is placed on levels or organization, reproduction and development, comparative systems, and a survey of selected phyla. Upon completion, students should be able to demonstrate comprehension of animal form and function including comparative systems of selected groups.					
BIO-140	Environmental Biology	3	0	0	0	3
	Prerequisites: None					
	Local Corequisites: BIO-140A;					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
BIO-140A	Environmental Biology Lab	0	3	0	0	1
	Prerequisites: None					
	State Corequisites: BIO-140;					
	Description: This course provides a laboratory component to complement BIO 140. Emphasis is placed on laboratory and field experience. Upon completion, students should be able to demonstrate a practical understanding of environmental interrelationships and of contemporary environmental issues.					
BIO-155	Nutrition	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
BIO-163	Basic Anatomy and Physiology	4	2	0	0	5
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
BIO-168	Anatomy and Physiology I	3	3	0	0	4
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
BIO-169	Anatomy and Physiology II	3	3	0	0	4
	State Prerequisites: Take BIO-168;					
	Corequisites: None					
	Description: 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.					
BIO-243	Marine Biology	3	3	0	0	4
	State Prerequisites: Take BIO-110 or BIO-111;					
	Corequisites: None					
	Description: This course covers the physical and biological components of the marine environment. Topics include major habitats, the diversity of organisms, their biology and ecology, marine productivity, and the use of marine resources by humans. Upon completion, students should be able to identify various marine habitats and organisms and to demonstrate a knowledge of their biology and ecology.					
BIO-271	Pathophysiology	3	0	0	0	3
	State Prerequisites: Take BIO-163, BIO-166 or BIO-169;					
	Corequisites: None					
	Description: 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.					
BIO-275	Microbiology	3	3	0	0	4
	State Prerequisites: Take 1 Group: Group 1: BIO-110; Group 2: BIO-111; Group 3: BIO-163; Group 4: BIO-165; Group 5: BIO-168;					
	Corequisites: None					
	Description: 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.					

BAKING & PASTRY ARTS

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
BPA-120	Petit Fours and Pastries	1	4	0	0	3
	State Prerequisites: Take All: CUL-110, CUL-160;					
	Corequisites: None					
	Description: This course introduces the basic principles of the preparation and plating of a variety of petit fours and individual dessert pastries. Emphasis is placed on traditional and contemporary petit fours and pastries utilizing updated production methods. Upon completion, students should be able to produce individual pastries and petit fours for buffet and special event settings.					
BPA-150	Artisan and Specialty Bread	1	6	0	0	4
	State Prerequisites: Take All: CUL-110, CUL-160;					
	Corequisites: None					
	Description: This course provides an advanced study in the art and craft of bread making. Topics include pertinent formulas and techniques associated with naturally leavened loaves, hearth breads, focaccia, flat breads, and other breads utilizing a variety of grains. Upon completion, students should be able to prepare artisan and specialty breads that meet or exceed the expectations of restaurant and retail publics.					
BPA-165	Hot and Cold Desserts	1	4	0	0	3
	State Prerequisites: Take All: CUL-110, CUL-160;					
	Corequisites: None					
	Description: This course covers the principles and techniques of frozen desserts, soufflés, cobblers, crisps, and strudel dough products. Topics include bombes, parfaits, baked Alaska, ice cream, sorbets, sherbets and granites; hand-stretched strudel products, crepes, and hot/cold soufflés. Upon completion, student should be able to prepare and plate hot and cold desserts with suitable sauces and garnishes.					
BPA-210	Cake Design and Decorating	1	4	0	0	3
	State Prerequisites: Take All: CUL-110, CUL-160;					
	Corequisites: None					
	Description: This course covers advanced concepts in the design and decoration of wedding cakes and other specialty cakes. Topics include baking, filling, and assembling cakes; cake design; finishing techniques utilizing gum paste, fondant, and royal icing; and advanced piping skills. Upon completion, students should be able to design, create, finish and evaluate the quality of wedding and specialty cakes.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
BPA-220	Confection Artistry	1	6	0	0	4
	State Prerequisites: Take All: CUL-110, CUL-160;					
	Corequisites: None					
	Description: This course introduces the principles and techniques of decorative sugar work and confectionary candy. Topics include nougat, marzipan modeling, pastillage and cocoa painting, confection candy and a variety of sugar techniques including blown, spun, poured and pulled. Upon completion, students should be able to prepare edible centerpieces and confections to enhance dessert buffets and plate presentations.					
BPA-230	Chocolate Artistry	1	4	0	0	3
	State Prerequisites: Take All: CUL-110, CUL-160;					
	Corequisites: None					
	Description: This course provides a study in the art and craft of chocolate. Topics include chocolate tempering, piping, and molding; decorative work associated with cakes and centerpieces; and the candy production techniques of filling, enrobing and dipping. Upon completion, students should be able to properly evaluate tempered chocolate and produce a variety of chocolate candies and decorative elements for garnishing desserts.					
BPA-250	Dessert and Bread Production	1	8	0	0	5
	State Prerequisites: Take BPA-150;					
	Corequisites: None					
	Description: This course is designed to merge artistry and innovation with the practical baking and pastry techniques utilized in a production setting. Emphasis is placed on quantity bread and roll-in production, plated and platter presentations, season/theme product utilization and cost effectiveness. Upon completion, students should be able to plan, prepare and evaluate breads and desserts within a commercial environment and determine production costs and selling prices.					
BPA-260	Pastry and Baking Marketing	2	2	0	0	3
	State Prerequisites: Take BPA-150, BPA-210;					
	State Corequisites: BPA-250;					
	Description: This course is designed to cover the marketing concepts and merchandising trends utilized in bakery and pastry operations. Emphasis is placed on menu planning, pricing products/strategies, resale and wholesale distribution methods, legal implications, and advertising techniques. Upon completion, students should be able to create a marketing plan that will serve as a basis for a capstone experience.					

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BOAT BUILDING

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
BTB-106	<p>Engine Install / Systems</p> <p>Prerequisites: None</p> <p>Corequisites: None</p> <p>Description: This course familiarizes students with marine engines and related systems, installation, troubleshooting and minor repairs. Topics covered are drivetrains and cooling, fuel, exhaust, and electrical systems for a typical inboard engine. Upon completion, students should be able to install, troubleshoot, and perform minor repairs on marine engines and related systems.</p>	2	9	0	0	5
BTB-107	<p>Boat Electrical Systems</p> <p>Prerequisites: None</p> <p>Corequisites: None</p> <p>Description: This course teaches students the skills necessary to wire 12-volt direct current and 120-volt alternating current electrical systems found on modern boats. Topics covered are electrical system and wiring sizing, batteries, wire harnesses, distribution panels, electronic component installation and electrical system troubleshooting. Upon completion, students should be able to install a complete electrical system on a mock-up yacht.</p>	2	9	0	0	5
BTB-108	<p>Boat Plumbing Systems</p> <p>Prerequisites: None</p> <p>State Corequisites: BTB-107;</p> <p>Description: This course is an introduction to the plumbing systems used on modern yachts. Topics will include pressurized hot water systems, water closets, sanitation systems, thru hulls, and sea cocks. Upon completion, students should be able to install heads, showers, and drains found on yachts.</p> <p style="padding-left: 40px;">This course is restricted to diploma and certificate programs.</p>	2	12	0	0	6
BTB-110	<p>Fiberglass Boat Building I</p> <p>Prerequisites: None</p> <p>Corequisites: None</p> <p>Description: This course introduces fiberglass boat building using polyester and vinylester resins in conjunction with single skin and composite covered construction. Topics covered are the types and uses of resins, fabrics, and cores, and chopper and gel coat guns. Upon completion, students should be able to build a composite core boat and single skin boat.</p>	2	9	0	0	5

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
BTB-112	Fiberglass Boat Repairs	2	2	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course covers many aspects of fiberglass hull and deck repair. Topics include performing repairs on single skin hulls, composite hulls, decks and gel coats. Upon completion, students should be able to demonstrate skills necessary to repair damaged laminates to boat industry standards.					

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BOAT MANUFACTURE / SERVICE

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
BMS-110	Introduction to Marine Woodwork	1	4	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces woodworking techniques common to boat manufacturers and repair yards including setting up and adjustment of tools and equipment. Emphasis is placed on safety, understanding functions and limitations of equipment, project planning, and working accurately and efficiently with sharp tools. Upon completion, students should be able to fabricate basic marine wood components safely and efficiently.					
BMS-111	Marine Joinery	1	4	0	0	3
	Prerequisites: None					
	State Corequisites: BMS-110;					
	Description: This course builds on Marine Woodworking and introduces constructing advanced joinery projects utilizing modern boat shop tools and equipment. Emphasis is placed on designing and building very accurate production jigs and fixtures for increased efficiency and part consistency. Upon completion, students should be able to fabricate high quality cabinets and moldings typically found in yachts.					
BMS-112	Marine Blueprints / Lofting	2	4	0	0	4
	Prerequisites: None					
	State Corequisites: BMS-111;					
	Description: This course introduces boat plans and blueprints used in the construction or renovation of a boat. Emphasis is placed on the importance of understanding the Lines Plan which describes the shape of the hull. Upon completion, students should be able to prepare full size drawings (lofting) of a boat, plug, or boat component.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
BMS-113	Hull and Deck Construction	2	6	0	0	5
	Prerequisites: None					
	State Corequisites: BMS-112;					
	Description: This course provides hands-on instruction on how to build custom hulls and decks. Emphasis is placed on acquiring the skills necessary to build composite fiberglass hulls, plugs, molds, and cold molded wooden vessels. Upon completion, students should be able to construct a hull or deck to boat industry standards.					
BMS-114	Introduction to Composites	1	4	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course covers the fundamental techniques utilized in working with resins, fabrics, and adhesives, with special emphasis on composite material safety. Topics include component resin mixing and application of cores and fabrics, using product data sheets while emphasizing quality control of raw materials and finished product. Upon completion, students should be able to follow a lamination schedule, mix resins within strict parameters, and execute gel coat, solid, and cored panel repairs.					
BMS-115	Tooling/Mold Construction	2	6	0	0	5
	Prerequisites: None					
	State Corequisites: BMS-114;					
	Description: This course covers the composite tooling process, including new mold designs for closed molding and infusion manufacturing techniques. Emphasis is placed on modern mold designs and construction techniques. Upon completion, students should be able to design and build composite molds for the boat manufacturing industry.					
BMS-116	Composite Production	3	6	0	0	5
	Prerequisites: None					
	State Corequisites: BMS-115;					
	Description: This course introduces composite equipment and manufacturing techniques utilized in industry for mass producing composite parts from composite molds. Emphasis is placed on using production molds to produce fiberglass components. Upon completion, students should be able to build a quality composite part to design standards using hand lay, spray, or infusion techniques.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
BMS-117	Marine Spray Finishing	1	2	0	0	2
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course covers the fundamental techniques used in the preparation and application of marine finishes, using modern coatings and spray equipment common to the marine manufacturing and service industry. Emphasis is placed on safety, product data sheets, mixing ratios, proper spray technique, troubleshooting finishes and equipment. Upon completion, students should be able to correctly operate tools to efficiently prepare surfaces, apply fairing compounds, primers and finish coats to industry standards.				

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BUSINESS

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
BUS-110	Introduction to Business	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
BUS-115	Business Law I	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces the ethics and legal framework of business. Emphasis is placed on contracts, negotiable instruments, Uniform Commercial Code, and the working of the court systems. Upon completion, students should be able to apply ethical issues and laws covered to selected business decision-making situations.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
BUS-137	Principles of Management	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
BUS-151	People Skills	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces the basic concepts of identity and communication in the business setting. Topics include self-concept, values, communication styles, feelings and emotions, roles versus relationships, and basic assertiveness, listening, and conflict resolution. Upon completion, students should be able to distinguish between unhealthy, self-destructive, communication patterns and healthy, non-destructive, positive communication patterns.				
BUS-153	Human Resource Management	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
BUS-230	Small Business Management	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces the challenges of entrepreneurship including the startup and operation of a small business. Topics include market research techniques, feasibility studies, site analysis, financing alternatives, and managerial decision making. Upon completion, students should be able to develop a small business plan.				
BUS-253	Leadership and Management Skills	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course includes a study of the qualities, behaviors, and personal styles exhibited by leaders. Emphasis is placed on coaching, counseling, team building, and employee involvement. Upon completion, students should be able to identify and exhibit the behaviors needed for organizational effectiveness.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
BUS-260	Business Communication	3	0	0	0	3

State Prerequisites: Take ENG-110 or ENG-111;

Corequisites: None

Description: 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.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
BUS-285	Business Management Issues	2	2	0	0	3

State Prerequisites: Take BUS-137;

Corequisites: None

Description: This course covers contemporary issues that affect successful businesses and their managers and employees. Emphasis is placed on using case studies and exercises to develop analytical and problem-solving skills, ethics, quality management concepts, team skills, and effective communication. Upon completion, students should be able to apply the specific knowledge and skills covered to become more effective managers and employees.

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CHEMISTRY

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CHM-131	Introduction to Chemistry	3	0	0	0	3

Prerequisites: None

Local Corequisites: CHM-131A;

Description: 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

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CHM-131A	Introduction to Chemistry Lab	0	3	0	0	1

Prerequisites: None

State Corequisites: CHM-131;

Description: 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.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CHM-132	Organic and Biochemistry	3	3	0	0	4

State Prerequisites: Take 1 Group:

Group 1: Take CHM-131 and CHM-131A;

Group 2: Take CHM-151;

Corequisites: None

Description: 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, student should be able to demonstrate an understanding of fundamental chemical concepts needed to pursue studies in related professional fields.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CHM-151	General Chemistry I	3	3	0	0	4

Prerequisites: None

Corequisites: None

Description: 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.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CHM-152	General Chemistry II	3	3	0	0	4

State Prerequisites: Take CHM-151;

Corequisites: None

Description: 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.

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COMPUTER ENGINEERING TECHNOLOGY

	<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CET-111 Computer Upgrade/Repair I	2	3	0	0	3
Prerequisites:	None				
Corequisites:	None				
Description:	This course covers repairing, servicing, and upgrading computers and peripherals in preparation for industry certification. Topics include CPU/memory/bus identification, disk subsystems, hardware/software installation/configuration, common device drivers, data recovery, system maintenance, and other related topics. Upon completion, students should be able to safely repair and/or upgrade computer systems to perform within specifications.				

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COMMUNICATION

	<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
COM-110 Introduction to Communication	3	0	0	0	3
Prerequisites:	None				
Corequisites:	None				
Description:	This course provides an overview of the basic concepts of communication and the skills necessary to communicate in various contexts. Emphasis is placed on communication theories and techniques used in interpersonal group, public, intercultural, and mass communication situations. Upon completion, students should be able to explain and illustrate the forms and purposes of human communication in a variety of contexts.				
COM-231 Public Speaking	3	0	0	0	3
Prerequisites:	None				
Corequisites:	None				
Description:	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.				

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COMPUTER INFORMATION TECHNOLOGY

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CTS-115	Information Systems Business Concepts	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
	Competencies					
	1. Identify the relationship between the business objectives and the IT requirements of an enterprise.					
	2. Identify attributes that make up a "hybrid business manager."					
	3. Assess the role of technology options for managing business processes.					
		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CTS-118	IS Professional Comm	2	0	0	0	2
	Prerequisites: None					
	Corequisites: None					
	Description: This course prepares the information systems professional to communicate with corporate personnel from management to end-users. Topics include information systems cost justification tools, awareness of personal hierarchy of needs, addressing these needs, and discussing technical issues with non-technical personnel. Upon completion, students should be able to communicate information systems issues to technical and non-technical personnel.					
		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CTS-120	Hardware/Software Support	2	3	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
	Competencies					
	1. Identify appropriate computer equipment and software based on organizational needs.					
	2. Demonstrate ability to upgrade/maintain existing equipment and software.					
	3. Repair non-functioning personal computers.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CTS-125	Presentation Graphics	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course provides hands-on experience with a graphics presentation package. Topics include terminology, effective chart usage, design and layout, integrating hardware components, and enhancing presentations with text, graphics, audio and video. Upon completion, students should be able to design and demonstrate an effective presentation.				
CTS-130	Spreadsheet	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
CTS-135	Integrated Software Intro	2	4	0	0	4
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course instructs students in the Windows or Linux based program suites for word processing, spreadsheet, database, personal information manager, and presentation software. This course prepares students for introductory level skills in database, spreadsheet, personal information manager, word processing, and presentation applications to utilize data sharing. Upon completion, students should be able to design and integrate data at an introductory level to produce documents using multiple technologies.				
CTS-155	Tech Support Functions	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces a variety of diagnostic and instructional tools that are used to evaluate the performance of technical support technologies. Emphasis is placed on technical support management techniques and support technologies. Upon completion, students should be able to determine the best technologies to support and solve actual technical support problems.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CTS-210	Computer Ethics	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces the student to current legal and ethical issues in the computer/engineering field. Topics include moral reasoning, ethical standards, intellectual property, social issues, encryption, software piracy, constitutional issues, and public policy in related matters. Upon completion, students should be able to demonstrate an understanding of the moral and social responsibilities and public policy issues facing an industry.				
CTS-220	Adv Hard/Software Support	2	3	0	0	3
	State Prerequisites:	Take CTS-120;				
	Corequisites:	None				
	Description:	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.				
CTS-230	Advanced Spreadsheet	2	2	0	0	3
	State Prerequisites:	Take CTS-130;				
	Corequisites:	None				
	Description:	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.				
CTS-240	Project Management	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces computerized project management software. Topics include identifying critical paths, cost management, and problem solving. Upon completion, students should be able to plan a complete project and project time and costs accurately.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CTS-250	User Support & Software Eval	2	2	0	0	3

Prerequisites: None

Corequisites: None

Description: This course provides an opportunity to evaluate software and hardware and make recommendations to meet end-user needs. Emphasis is placed on software and hardware evaluation, installation, training, and support. Upon completion, students should be able to present proposals and make hardware and software recommendations based on their evaluations.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CTS-255	Adv Tech Support Functions	2	2	0	0	3

State Prerequisites: Take CTS-155

Corequisites: None

Description: This course introduces a variety of diagnostic and instructional tools that are used to evaluate the performance of technical support technologies. Topics include technical support management techniques, evaluation, and methods of deployment for technical support technologies. Upon completion, students should be able to determine the best technologies to support and solve more complex technical support problems.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CTS-272	Desktop Support: Apps	2	2	0	0	3

Prerequisites: None

Corequisites: None

Description: This course is designed to prepare students for a foundation in Desktop Support certification in office productivity applications. Emphasis is placed on developing proficiency in the end-user support skills, processes, and procedures necessary to correctly support office productivity products. Upon completion, students should be able to prepare for industry-level certification and utilize advanced support tools toward resolving office productivity end-user problems.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CTS-285	Systems Analysis and Design	3	0	0	0	3

Prerequisites: None

Corequisites: None

Description: This course introduces established and evolving methodologies for the analysis, design, and development of an information system. Emphasis is placed on system characteristics, managing projects, prototyping, CASE/OOM tools, and systems development life cycle phases. Upon completion, students should be able to analyze a problem and design an appropriate solution using a combination of tools and techniques.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CTS-289	System Support Project	1	4	0	0	3

State Prerequisites: Take All: CTI-110, CTI-120, and CTS-115;

Corequisites: None

Description: This course provides an opportunity to complete a significant support project with minimal instructor assistance. Emphasis is placed on written and oral communication skills, project definition, documentation, installation, testing, presentation, and user training. Upon completion, students should be able to complete a project from the definition phase through implementation.

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COMPUTER SCIENCE

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CSC-120	Computing Fundamentals I	3	2	0	0	4

State Prerequisites: Take One Set:

Set 1: DMA-010, DMA-020, DMA-030, DMA-040, and DMA-050

Set 2: MAT-121

Set 3: MAT-171

Corequisites: None

Description: This course provides the essential foundation for the discipline of computing and a program of study in computer science, including the role of the professional. Topics include algorithm design, data abstraction, searching and sorting algorithms, and procedural programming techniques. Upon completion, students should be able to solve problems, develop algorithms, specify data types, perform sorts and searches, and use an operating system.

Competencies

1. Apply control structures.
2. Develop algorithms.
3. Perform sorts and searches.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CSC-134	C++ Programming	2	3	0	0	3

Prerequisites: None

Corequisites: None

Description: 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.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CSC-139	Visual BASIC Programming	2	3	0	0	3
	Local Prerequisites: CIS-115					
	Corequisites: None					
	Description: 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.					
CSC-134	C++ Programming	2	3	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
CSC-139	Visual BASIC Programming	2	3	0	0	3
	Local Prerequisites: CIS-115					
	Corequisites: None					
	Description: 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.					
CSC-143	Object-Oriented Prog	2	3	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces the concepts of object-oriented programming. 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, test, debug, and implement objects at the application level using the appropriate environment.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CSC-151	JAVA Programming	2	3	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
CSC-152	SAS	2	3	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces the fundamentals of SAS programming. Emphasis is placed on learning basic SAS commands and statements for solving a variety of data processing applications. Upon completion, students should be able to use SAS data and procedure steps to create SAS data sets, do statistical analysis, and general customized reports.				
CSC-153	C# Programming	2	3	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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, debug, and implement objects using the appropriate environment at the beginning level.				
CSC-234	Advanced C++ Programming	2	3	0	0	3
	State Prerequisites:	Take CSC-134;				
	Corequisites:	None				
	Description:	This course is a continuation of CSC 134 using the C++ programming language with standard programming principles. Emphasis is placed on advanced arrays/tables, file management/processing techniques, data structures, sub-programs, interactive processing, sort/merge routines, and libraries. Upon completion, students should be able to design, code, test, debug and document programming solutions.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CSC-239	Advanced Visual BASIC Prog	2	3	0	0	3

State Prerequisites: Take CSC-139;

Corequisites: None

Description: This course is a continuation of CSC 139 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, debug, and implement objects using the appropriate environment.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CSC-249	Data Structure & Algorithms	2	3	0	0	3

Prerequisites: None

Corequisites: None

Description: This course introduces the data structures and algorithms frequently used in programming applications. Topics include lists, stacks, queues, dequeues, heaps, sorting, searching, mathematical operations, recursion, encryption, random numbers, algorithm testing, and standards. Upon completion, students should be able to design data structures and implement algorithms to solve various problems.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CSC-251	Advanced JAVA Programming	2	3	0	0	3

State Prerequisites: Take CSC-151

Corequisites: None

Description: This course is a continuation of CSC 151 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, and implement objects using the appropriate environment.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CSC-253	Advanced C# Programming	2	3	0	0	3

State Prerequisites: Take CSC-153

Corequisites: None

Description: This course is a continuation of CSC 153 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, debug, and implement objects using the appropriate environment.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CSC-289	Programming Capstone Project	1	4	0	0	3
	State Prerequisites: Take All: CTI-110, CTI-120, and CTS-115					
	Corequisites: None					
	Description: This course provides an opportunity to complete a significant programming project from the design phase through implementation with minimal instructor support. Emphasis is placed on project definition, testing, presentation, and implementation. Upon completion, students should be able to complete a project from the definition phase through implementation.					

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COMPUTER TECH / INTEGRATION

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CTI-110	Web, Pgm, & Db Foundation	2	2	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
	Competencies					
	<ol style="list-style-type: none"> 1. Apply basic principles of programming logic. 2. Create a simple website with mark-up tools. 3. Create a simple database table. 					
CTI-115	Computer Systems Foundation	2	2	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces the basic hardware components of a personal computer workstation and their operations and interactions with software. Topics include installing and updating system software, application software programs, and device drivers. Upon completion, students should be able to set up a workstation, install software, and establish network connectivity.					
	Competencies					
	<ol style="list-style-type: none"> 1. Select appropriate computer equipment and software based on organizational needs. 2. Identify the steps to install or update software. 3. Outline the steps to establish network connection 					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CTI-120	Network & Sec Foundation	2	2	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
	Competencies					
	1. Perform basic calculations necessary for network operations.					
	2. Identify the components of local and wide area networks.					
	3. Identify security risks to a networked information system.					
CTI-130	Os & Device Foundation	4	4	0	0	6
	Prerequisites: None					
	Corequisites: None					
	Description: This course covers the basic hardware and software of a personal computer, including installation, operations and interaction with popular microcomputer operating systems. Topics include components 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.					
	Competencies					
	1. Identify appropriate computer equipment and software based on organizational needs.					
	2. Troubleshoot non-functioning computer components.					
	3. Analyze system maintenance requirements.					
CTI-135	Introduction to Green IT	2	3	0	0	6
	Prerequisites: None					
	Corequisites: None					
	Description: This course provides the skills to implement environmentally sound techniques such as disposal, conservation of power, and reduction of an organization's carbon footprint. Topics include identifying Green organizations and standards, implementing virtualization on IT systems, and calculating the ROI involved in implementing green initiatives. Upon completion, students should be able to develop an environmental policy for a computer network infrastructure.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CTI-140	Virtualization Concepts	1	4	0	0	3

Prerequisites: None

Corequisites: None

Description: This course introduces operating system virtualization. Emphasis is placed on virtualization terminology, virtual machine storage, virtual networking and access control. Upon completion, students should be able to perform tasks related to installation, configuration and management of virtual machines.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CTI-141	Cloud & Storage Concepts	1	4	0	0	3

Prerequisites: None

Corequisites: None

Description: 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.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CTI-150	Mobile Computing Devices	2	2	0	0	3

Prerequisites: None

Corequisites: None

Description: 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.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CTI-240	Virtualization Admin I	1	4	0	0	3

Prerequisites: None

Corequisites: None

Description: This course covers datacenter virtualization concepts. Topics include data storage, virtual network configuration, virtual machine and virtual application deployment. Upon completion, students should be able to perform tasks related to virtual machine and hypervisor installation and configuration.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CTI-241	Virtualization Admin II	1	4	0	0	3

Prerequisites: None

Corequisites: None

Description: This course covers administration of datacenter virtualization infrastructure. Topics include access control, fault tolerance, scalability, resource management, virtual machine migration and troubleshooting. Upon completion, students should be able to perform tasks related to virtualization security, data protection and resource monitoring.

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COSMETOLOGY

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
COS-111	Cosmetology Concepts I	4	0	0	0	4

Prerequisites: None

State Corequisites: COS-112;

Description: 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.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
COS-111A	Cosmetology Concepts I	2	0	0	0	2

Prerequisites: None

Corequisites: None

Description: 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.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
COS-111B	Cosmetology Concepts I	2	0	0	0	2

Prerequisites: None

Corequisites: None

Description: 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.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
COS-112	Salon I	0	24	0	0	8
	Prerequisites: None					
	State Corequisites: COS-111;					
	Description: 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.					
COS-112A	Salon I	0	12	0	0	4
	Prerequisites: None					
	Local Corequisites: COS-111A					
	Description: 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.					
COS-112B	Salon I	0	12	0	0	4
	Prerequisites: None					
	Local Corequisites: COS-111B;					
	Description: 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.					
COS-113	Cosmetology Concepts II	4	0	0	0	4
	Local Prerequisites: Take COS-111;					
	State Corequisites: COS-114;					
	Description: 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.					
COS-113A	Cosmetology Concepts II	2	0	0	0	2
	Prerequisites: None					
	Local Corequisites: COS-114A;					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
COS-113B	Cosmetology Concepts II	2	0	0	0	2
	Prerequisites: None					
	Local Corequisites: COS-114B;					
	Description: 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.					
COS-114	Salon II	0	24	0	0	8
	Local Prerequisites: Take COS-112;					
	State Corequisites: COS-113;					
	Description: This course covers 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.					
COS-114A	Salon II	0	12	0	0	4
	Prerequisites: None					
	Local Corequisites: COS-113;					
	Description: This course covers 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.					
COS-114B	Salon II	0	12	0	0	4
	Prerequisites: None					
	Local Corequisites: COS-113;					
	Description: This course covers 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
COS-115	Cosmetology Concepts III	4	0	0	0	4
	Local Prerequisites: COS-111;					
	State Corequisites: COS-116;					
	Description: 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.					
COS-116	Salon III	0	12	0	0	4
	Local Prerequisites: Take COS-112;					
	State Corequisites: COS-115;					
	Description: 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.					
COS-117	Cosmetology Concepts IV	2	0	0	0	2
	Local Prerequisites: Take COS-113;					
	Local Corequisites: COS-115;					
	State Corequisites: COS-118;					
	Description: 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.					
COS-118	Salon IV	0	21	0	0	7
	Local Prerequisites: Take COS-116;					
	State Corequisites: COS-117;					
	Description: This course covers 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
COS-119	Esthetics Concepts I	2	0	0	0	2
	Prerequisites: None					
	Local Corequisites: COS-120;					
	Description: This course covers the concepts of esthetics. Topics include orientation, anatomy, physiology, hygiene, sterilization, first aid, chemistry, basic dermatology, and professional ethics. Upon completion, students should be able to demonstrate an understanding of the concepts of esthetics and meet course requirements.					
COS-120	Esthetics Salon I	0	18	0	0	6
	Prerequisites: None					
	Local Corequisites: COS-119;					
	Description: This course covers the techniques of esthetics in a comprehensive experience in a simulated salon setting. Topics include client consultation, facials, body treatments, hair removal, make-up applications, and color analysis. Upon completion, students should be able to safely and competently demonstrate esthetic services on clients in a salon setting.					
COS-121	Manicure / Nail Technology I	4	6	0	0	6
	Prerequisites: None					
	Corequisites: None					
	Description: This course covers techniques of nail technology, hand and arm surface manipulation, and recognition of nail diseases and disorders. Topics include OSHA/safety, sanitation, bacteriology, product knowledge, salesmanship, manicures, artificial applications, pedicures, surface manipulation, and other related topics. Upon completion, students should be able to safely and competently perform nail care, including manicures, pedicures, surface manipulations, decorating and artificial applications in a salon setting.					
COS-125	Esthetics Concepts II	2	0	0	0	2
	Local Prerequisites: Take COS-119;					
	Local Corequisites: COS-126;					
	Description: This course covers more comprehensive esthetics concepts. Topics include nutrition, business management, makeup, and color analysis. Upon completion, students should be able to demonstrate an understanding of the advanced esthetics concepts and meet course requirements.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
COS-126	Esthetics Salon II	0	18	0	0	6
	Local Prerequisites: Take COS-120;					
	Local Corequisites: COS-125;					
	Description: This course provides experience in a simulated esthetics setting. Topics include machine facials, aromatherapy, surface manipulation in relation to skin care, electricity, and apparatus. Upon completion, students should be able to demonstrate competence in program requirements and the areas covered on the Cosmetology licensing examination for Estheticians.					
COS-222	Manicure/Nail Tech. II	4	6	0	0	6
	State Prerequisites: Take COS-121;					
	Corequisites: None					
	Description: This course covers advanced techniques of nail technology and hand and arm surface manipulation. Topics include OSHA/safety, product knowledge, customer service, salesmanship, artificial applications, nail art, and other related topics. Upon completion, students should be able to demonstrate competence necessary for the licensing examination, including advanced nail care, artificial enhancements, and decorations.					
COS-250	Computerized Salon Ops	1	0	0	0	1
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces computer and salon software. Emphasis is placed on various computer and salon software applications. Upon completion, students should be able to utilize computer skills and software applications in the salon setting.					
COS-271	Instructor Concepts I	5	0	0	0	5
	Prerequisites: None					
	State Corequisites: COS-272;					
	Description: 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.					
	Local Description: Cosmetology Licenses and Six Months Experience as a Licensed Cosmetologist.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
COS-272	Instructor Practicum I	0	21	0	0	7

Prerequisites: None

State Corequisites: COS-271;

Description: 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.

Local Description: Cosmetology Licenses and Six Months Experience as a Licensed Cosmetologist.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
COS-273	Instructor Concepts II	5	0	0	0	5

State Prerequisites: Take COS-271, COS-272;

State Corequisites: COS-274;

Description: This course covers the 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.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
COS-274	Instructor Practicum II	0	21	0	0	7

State Prerequisites: Take COS-271, COS-272;

State Corequisites: COS-273;

Description: 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.

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CRIMINAL JUSTICE

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CJC-100	Basic Law Enforcement Training	9	30	0	0	19
	Local Prerequisites: Take 1 Group:					
	Group 1: Take DRE-097;					
	Group 2: Take RED-080;					
	Corequisites: None					
	Description: 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.					
CJC-111	Introduction to Criminal Justice	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
CJC-112	Criminology	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
CJC-113	Juvenile Justice	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CJC-121	Law Enforcement Operations	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
CJC-131	Criminal Law	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
CJC-132	Court Procedures and Evidence	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
CJC-141	Corrections	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CJC-212	Ethics and Community Relations	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
CJC-221	Investigative Principles	3	2	0	0	4
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
CJC-231	Constitutional Law	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This 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.				
CJC-232	Civil Liability	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course covers liability issues for the criminal justice professional. Topics include civil rights violations, tort liability, employment issues, and other related topics. Upon completion, students should be able to explain civil trial procedures and discuss contemporary liability issues.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CJC-241	Community-Based Corrections	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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, student should be able to identify/discuss the various programs from the perspective of the criminal justice professional, the offender, and the community.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CJC-255	Issues in Criminal Justice Application	3	0	0	0	3
	State Prerequisites:	Take CJC-111, CJC-221, CJC-231;				
	Corequisites:	None				
	Description:	This course provides an opportunity to exhibit interpersonal and technical skills required for application of criminal justice concepts in contemporary practical situations. Emphasis is placed on critical thinking and integration of theory and practical skills components. Upon completion, students should be able to demonstrate the knowledge required of any entry-level law enforcement officer.				

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CULINARY

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CUL-110	Sanitation and Safety	2	0	0	0	2
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CUL-112	Nutrition for Foodservice	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course covers the principles of nutrition and its relationship to the foodservice industry. Topics include personal nutrition fundamentals, weight management, exercise, nutritional adaption / analysis of recipes / menus, health 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.					
CUL-120	Purchasing	2	0	0	0	2
	Prerequisites: None					
	Corequisites: None					
	Description: This course covers purchasing for foodservice operations. Emphasis is placed on yield tests, procurement, negotiation, 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.					
CUL-130	Menu Design	2	0	0	0	2
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces menu design and its relationship to foodservice operations. Topics include layout, marketing, concept development, dietary concerns, product utilization, target consumers and trends. Upon completion, students should be able to design, create and produce menus for a variety of foodservice settings.					
CUL-135	Food and Beverage Service	2	0	0	0	2
	Prerequisites: None					
	Local Corequisites: CUL-135A					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CUL-135A	Food and Beverage Service Lab	0	2	0	0	1
	Prerequisites: None					
	State Corequisites: CUL-135;					
	Description: 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.					
CUL-140	Culinary Skills I	2	6	0	0	5
	Prerequisites: None					
	State Corequisites: CUL-110;					
	Description: 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 foodservice industry.					
CUL-142	Fundamentals of Food	2	6	0	0	5
	Prerequisites: None					
	State Corequisites: CUL-110;					
	Description: This course introduces the student to the basic principles of cooking, baking and kitchen operations. Topics include preparation methods for protein, starch, vegetable/fruit identification/selection, storage; breakfast cookery, breads, sweet dough/pastries, basic fabrication, knife skills, and mise en place. Upon completion, students should be able execute efficiently a broad range of basic cooking/baking skills as they apply to different stations in foodservice operations.					
CUL-160	Baking I	1	4	0	0	3
	Prerequisites: None					
	State Corequisites: CUL-110;					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CUL-170	Garde Manger I	1	4	0	0	3
	Prerequisites: None					
	State Corequisites: CUL-110;					
	Description: 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.					
CUL-230	Global Cuisines	1	8	0	0	5
	State Prerequisites: Take CUL-110, CUL-140;					
	Corequisites: None					
	Description: 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.					
CUL-240	Culinary Skills II	1	8	0	0	5
	State Prerequisites: Take CUL-110, CUL-140;					
	Corequisites: None					
	Description: 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.					
CUL-250	Classical Cuisine	1	8	0	0	5
	State Prerequisites: Take CUL-110, CUL-140, CUL-240;					
	Corequisites: None					
	Description: This course is designed to reinforce the classical culinary 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CUL-270	Garde Manger II	1	4	0	0	3
	State Prerequisites: Take CUL-110, CUL-140, CUL-170;					
	Corequisites: None					
	Description: This course is designed to further students' knowledge in basic cold food preparation techniques and pantry production. Topics include pâtés, terrines, galantines, decorative garnishing skills, carving, charcuterie, 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.					

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CYBER CRIME TECHNOLOGY

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CCT-110	Introduction to Cyber Crime	3	0	0	0	3
	Prerequisites: None					
	Local Corequisites: None					
	Description: This course introduces and explains the various types of offenses that qualify as cyber crime activity. Emphasis is placed on identifying cyber crime activity and the response to these problems from both the private and public domains. Upon completion, students should be able to accurately describe and define cyber crime activities and select an appropriate response to deal with the problem.					
CCT-112	Ethics & High Technology	3	0	0	0	3
	Prerequisites: None					
	Local Corequisites: None					
	Description: This course covers ethical considerations and accepted standard practices applicable to technological investigations and computer privacy issues relative to the cyber crime 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 cyber crime investigations.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CCT-121	Computer Crime Invest.	3	0	0	0	3
	Prerequisites: None					
	Local Corequisites: None					
	Description: 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 cyber crime activity and demonstrate proper investigative techniques to process the scene and assist in case prosecution.					
CCT-220	Forensic Accounting	3	3	0	0	4
	Prerequisites: None					
	Local Corequisites: None					
	Description: 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.					
CCT-231	Technology Crimes & Law	3	0	0	0	3
	Prerequisites: None					
	Local Corequisites: None					
	Description: 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 cyber crime with an emphasis on both general and North Carolina statutes. Upon completion, students should be able to identify the elements of cyber crime activity and discuss the trends of evolving laws.					
CCT-240	Data Recovery Techniques	2	3	0	0	3
	Prerequisites: None					
	Local Corequisites: None					
	Description: This course introduces the unique skills and methodologies necessary to assist in the investigation and prosecution of cyber crimes. Topics include hardware and software issues, recovering erased files, overcoming encryption, advanced imaging, transient data, Internet issues and testimony considerations. Upon completion, students should be able to recover digital evidence, extract information for criminal investigation and legally seize criminal evidence.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CCT-241	Advanced Data Recovery	2	3	0	0	3
	Prerequisites: Take CCT-240					
	Local Corequisites: None					
	Description: This course further explores the methodologies necessary to assist in the investigation and analysis of cyber crimes. Topics include commercial and open-source software tools for working with evidence acquisition, data recovery, and encryption. Upon completion, students should be able to perform the data recovery and analysis for a complete criminal or corporate investigation.					
CCT-242	Data Drive Recovery	1	4	0	0	3
	Prerequisites: Take CCT-240					
	Local Corequisites: None					
	Description: This course introduces topics for forensic and data recovery professionals including the relationship between forensic and data recovery topics and their application. Emphasis is placed on the processes and methodologies used to collect an image on damaged evidence where standard forensic imaging would fail. Upon completion, students should be able to identify the types of problems encountered with hard drives and the options available to recover the contents.					
CCT-250	Network Vulnerabilities I	2	2	0	0	3
	Prerequisites: Take One: CTI-120 or NET-110					
	Local Corequisites: None					
	Description: This course introduces students to penetration testing, network vulnerabilities, and hacking. Topics include an overview of traditional network security, system hardening, and known weaknesses. Upon completion, students should be able to evaluate weaknesses of traditional and wireless network for the purpose of incident response, reconstruction, and forensic investigation.					
CCT-251	Network Vulnerabilities II	2	2	0	0	3
	Prerequisites: Take CCT-250					
	Local Corequisites: None					
	Description: This course advances students' knowledge of penetration testing, network vulnerabilities, and hacking. Topics include analyzing advanced techniques for circumventing network security hardware and software. Upon completion, students should be able to assemble test kits for multiple operating systems, scan and footprint networks, and perform advanced forensic investigation.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CCT-285	Trends in Cyber Crime	2	2	0	0	3
	Prerequisites: Take CCT-110					
	Local Corequisites: None					
	Description: This course covers and explores advances and developments in cyber crime technologies. Emphasis is placed on computer forensics tools, information protection and security, threat response, and professional development. Upon completion, students should be able to articulate understanding of the current state of the industry as well as emerging technologies for cyber crime technology.					
CCT-289	Capstone Project	1	6	0	0	3
	Prerequisites: Take One: CCT-231 or CCT-220					
	Local Corequisites: None					
	Description: This course provides experience in cyber crime investigations or technology security audits in either the public or private domain. Emphasis is placed on student involvement with businesses or agencies dealing with technology security issues or computer crime activities. Upon completion, students should be able to successfully analyze, retrieve erased evidence and testify in mock proceedings against these criminal entrepreneurs.					

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DATABASE MANAGEMENT TECHNOLOGY

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
DBA-110	Database Concepts	2	3	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
DBA-112	Database Utilization	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces basic database functions and uses. Emphasis is placed on database manipulation with queries, reports, forms, and some table creation. Upon completion, students should be able to enter and manipulate data from the end user mode.				
DBA-115	Database Applications	2	2	0	0	3
	State Prerequisites:	Take DBA-110;				
	Corequisites:	None				
	Description:	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.				
DBA-120	Database Programming I	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course is designed to develop SQL programming proficiency. Emphasis is placed on data definition, data manipulation, and data control statements as well as on report generation. Upon completion, students should be able to write programs which create, update, and produce reports.				
DBA-210	Database Administration	2	3	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course covers database administration issues and distributed database concepts. Topics include database administrator (DBA) goals and functions, backup and recovery, standards and procedures, training, and database security and performance evaluations. Upon completion, students should be able to produce functional DBA documentation and administer a database.				
DBA-220	Oracle DB Programming II	2	2	0	0	3
	State Prerequisites:	Take DBA-120;				
	Corequisites:	None				
	Description:	This course is designed to enhance programming skills developed in DBA 120. Topics include application development with GUI front-ends and embedded programming. Upon completion, students should be able to develop an Oracle DBMS application which includes a GUI front-end and report generation.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
DBA-221	SQL Server DB Prog II	2	2	0	0	3
	State Prerequisites: Take DBA-120;					
	Corequisites: None					
	Description: This course is designed to enhance programming skills developed in DBA 120. Topics include application development with GUI front-ends and embedded programming. Upon completion, students should be able to develop a SQL Server DBMS application which includes a GUI front-end and report generation.					
DBA-240	Database Analysis/Design	2	3	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course is an exploration of the established and evolving methodologies for the analysis, design, and development of a database system. Emphasis is placed on business data characteristics and usage, managing database projects, prototyping and modeling, and CASE tools. Upon completion, students should be able to analyze, develop, and validate a database implementation plan.					

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DEVELOPMENTAL MATHEMATICS

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
DMA-010	Operations with Integers	.75	.50	0	0	1
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
DMA-020	Fractions and Decimals	.75	.50	0	0	1
	State Prerequisites: Take DMA-010;					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
DMA-030	Proportion / Ratios / Rates / Percents	.75	.50	0	0	1

State Prerequisites: Take All: DMA-010, DMA-020;

Corequisites: None

Description: 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.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
DMA-040	Expressions, Linear Equations, Linear Inequal	.75	.50	0	0	1

State Prerequisites: Take 1 Group:

Group 1: Take All: DMA-010, DMA-020, DMA-030;

Group 2: Take All: MAT-060;

Corequisites: None

Description: 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.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
DMA-050	Graphs and Equations of Lines	.75	.50	0	0	1

State Prerequisites: Take 1 Group:

Group 1: Take All: DMA-010, DMA-020, DMA-030, DMA-040;

Group 2: Take All: MAT-060, DMA-040;

Corequisites: None

Description: 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.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
DMA-060	Polynomial and Quadratic Applications	.75	.50	0	0	1
	State Prerequisites: Take 1 Group:					
	Group 1: Take All: DMA-010, DMA-020, DMA-030, DMA-040, DMA-050;					
	Group 2: Take All: MAT-060; DMA040, DMA-050;					
	Group 3: Take All: MAT-060, MAT-070;					
	Corequisites: None					
	Description: This course provides a conceptual study of problems involving graphic algebraic representations of quadratics. 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
DMA-065	Algebra for Precalculus	1.5	1	0	0	2
	State Prerequisites: Take All: DMA-010, DMA-020, DMA-030, DMA-040, DMA-050;					
	Corequisites: None					
	Description: This course provides a study of problems involving algebraic representations of quadratic, rational, and radical equations. Topics include simplifying polynomial, rational, and radical expressions and solving quadratic, rational, and radical equations. Upon completion, students should be able to find algebraic solutions to contextual problems with quadratic and rational applications.					

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DEVELOPMENTAL READING / ENGLISH

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
DRE-096	Integrated Reading and Writing I	2.50	1	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
DRE-097	Integrated Reading and Writing II	2.50	1	0	0	3

State Prerequisites: Take DRE-096;

Corequisites: None

Description: 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.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
DRE-098	Integrated Reading and Writing III	2.50	1	0	0	3

State Prerequisites: Take DRE-097;

Corequisites: None

Description: 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 at a reinforcement level using texts primarily in a 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.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
DRE-099	Integrated Reading and Writing III Option	2	1	0	0	2

State Prerequisites: Take DRE-097;

State Corequisites: ENG-111

Description: This course is designed to develop proficiency in integrated and contextualized reading and writing skills and strategies by complementing, supporting and reinforcing material covered in ENG 111. 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 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.

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DIGITAL MEDIA TECHNOLOGY

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
DME-110	Intro to Digital Media	2	2	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces students to key concepts, technologies, and issues related to digital media. Topics include emerging standards, key technologies and related design issues, terminology, media formats, career paths, and ethical issues. Upon completion, students should be able to demonstrate the various media formats that are used in digital media technology.					
DME-115	Graphic Design Tools	2	2	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course provides students with an introduction to creative expression and art/design techniques in a digital environment. Emphasis is placed on designing, creating, editing and integrating visual components consisting of bit-mapped and vector-based images, drawings, banners, text, simple animations, and multiple layers. Upon completion, students should be able to design and produce a range of visual products using digital processing techniques.					
DME-120	Intro to Multimedia Appl	2	2	0	0	3
	Prerequisites: Take DME-110;					
	Corequisites: None					
	Description: This course introduces storyboarding and multimedia application design. Topics include vector and bit-mapped graphics, interactive multimedia interfaces, layering techniques, image and animation libraries, and scripting. Upon completion, students should be able to produce basic high-quality interactive multimedia applications.					
DME-130	Digital Animation I	2	2	0	0	3
	Prerequisites: Take DME-110;					
	Corequisites: None					
	Description: This course introduces concepts for planning and developing animation sequences. Emphasis will be placed on review of digital animation concepts and exploration of various animation software packages. Upon completion, students should be able to produce simple animations.					

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DRAMA / THEATRE

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
DRA-111	Theatre Appreciation	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
DRA-130	Acting I	0	6	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
DRA-131	Acting II	0	6	0	0	3
	State Prerequisites: Take DRA-130;					
	Corequisites: None					
	Description: 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.					

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ECONOMICS

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ECO-251	Principles of Microeconomics	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ECO-252	Principles of Macroeconomics	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					

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EDUCATION

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
EDU-119	Introduction to Early Childhood Education	4	0	0	0	4
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					

Local Description: Observation / participation is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
EDU-125	Sign Language for Educators	3	0	0	0	3
	Prerequisites: None					
	State Corequisites: DRE-097					
	Description: This course introduces students to the sign language systems commonly used in educational environments. Topics include fingerspelling, receptive and expressive sign language usage, a comparison of sign language systems, and forms of relevant technology. Upon completion, students should be able to communicate at an introductory level using various English-based sign language systems including Manually Coded English.					

Local Description: Observation / participation is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
EDU-131	Child, Family, and Community	3	0	0	0	3
	Prerequisites: None					
	State Corequisites: DRE-097;					
	Description: This course covers the development of partnerships between culturally and linguistically diverse families, children, schools and communities. 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. Upon completion, students should be able to explain appropriate relationships between families, educators, and professionals that enhance development and educational experiences of all children.					
	Local Description: Observation / participation is required.					
EDU-144	Child Development I	3	0	0	0	3
	Prerequisites: None					
	State Corequisites: DRE-097;					
	Description: This course includes the theories of child development, needs, milestones, and factors that influence development, from conception through approximately 36 months. Emphasis is placed on developmental sequences in physical/motor, emotional/social, cognitive, and language domains and the impact of multiple influences on development and learning. Upon completion, students should be able to compare/contrast typical/atypical developmental characteristics, explain environmental factors that impact development, and identify strategies for enhancing development.					
	Local Description: Observation / participation is required.					
EDU-145	Child Development II	3	0	0	0	3
	Local Prerequisites: Take EDU-144;					
	State Corequisites: DRE-097;					
	Description: This course includes the theories of child development, needs, milestones, and factors that influence development, from preschool through middle childhood. Emphasis is placed on developmental sequences in physical/motor, emotional/social, cognitive, and language domains and the impact of multiple influences on development and learning. Upon completion, students should be able to compare/contrast typical/atypical developmental characteristics, explain environmental factors that impact development, and identify strategies for enhancing development.					
	Local Description: Observation / participation is required.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
EDU-146	Child Guidance	3	0	0	0	3
	Prerequisites: None					
	State Corequisites: DRE-097;					
	Description: This course introduces principles and practical techniques including the design of learning environments for providing developmentally appropriate guidance for all children, including those at risk. Emphasis is placed on observation skills, cultural influences, underlying causes of behavior, appropriate expectations, development of self-control and the role of communication and guidance. Upon completion, students should be able to demonstrate direct/indirect strategies for preventing problem behaviors, teaching appropriate/acceptable behaviors, negotiation, setting limits and recognizing at risk behaviors.					
	Local Description: Observation / participation is required.					
EDU-151	Creative Activities	3	0	0	0	3
	Prerequisites: None					
	State Corequisites: DRE-097;					
	Description: This course covers planning, creation and adaptation of developmentally supportive learning environments with attention to curriculum, interactions, teaching practices and learning materials. Emphasis is placed on creating and adapting integrated, meaningful, challenging and engaging developmentally supportive learning experiences in art, music, movement and dramatics for all children. Upon completion, students should be able to create, adapt, implement and evaluate developmentally supportive learning materials, experiences and environments.					
EDU-153	Health, Safety and Nutrition	3	0	0	0	3
	Prerequisites: None					
	State Corequisites: DRE-097;					
	Description: This course covers promoting and maintaining the health and well-being of all children. Topics include health and nutritional guidelines, common childhood illnesses, maintaining safe and healthy learning environments, recognition and reporting of abuse and neglect and state regulations. Upon completion, students should be able to demonstrate knowledge of health, safety, and nutritional needs, safe learning environments, and adhere to state regulations.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
EDU-157	Active Play	2	2	0	0	3
	Prerequisites: None					
	State Corequisites: DRE-097;					
	Description: This course introduces the use of indoor and outdoor physical activities to promote the physical, cognitive, and social / emotional development of children. Topics include the role of active play, development of play skills, playground design, selection of safe equipment, and materials and surfacing for active play. Upon completion, students should be able to discuss the stages of play, the role of teachers in play, and the design of appropriate active play areas and activities.					
	Local Description: Observation / participation is required.					
EDU-216	Foundations of Education	4	0	0	0	4
	Prerequisites: None					
	State Corequisites: DRE-098;					
	Description: This course introduces the American educational system and the teaching profession. Topics include historical and philosophical foundations of education, contemporary educational, structural, legal, and financial issues, and experiences in public school classrooms. Upon completion, students should be able to relate classroom observations to the roles of teachers and schools and the process of teacher education.					
EDU-221	Children with Exceptionalities	3	0	0	0	3
	State Prerequisites: Take 1 Group:					
	Group 1: Take EDU-144, EDU-145;					
	Group 2: Take PSY-244, PSY-245;					
	State Corequisites: DRE-098;					
	Description: This course introduces children with exceptionalities, their families, support services, inclusive/diverse settings, and educational/family plans based on the foundations of child development. Emphasis is placed on the characteristics of exceptionalities, observation and assessment of children, strategies for adapting the learning environment, and identification of community resources. Upon completion, students should be able to recognize diverse abilities, describe the referral process, and depict collaboration with families/professionals to plan/implement, and promote best practice.					
	Local Description: Observation / participation is required.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
EDU-234	Infants, Toddlers, and Twos	3	0	0	0	3
	State Prerequisites: Take EDU-119;					
	State Corequisites: DRE-098;					
	Description: This course covers the unique needs and rapid changes that occur in the first three years of life and the inter-related factors that influence development. Emphasis is placed on recognizing and supporting developmental milestones through purposeful strategies, responsive care routines and identifying elements of quality, inclusive early care and education. Upon completion, students should be able to demonstrate respectful relationships that provide a foundation for healthy infant / toddler / twos development, plan/select activities/materials, and partner with diverse families.					
	Local Description: Observation / participation is required.					
EDU-234A	Infants / Toddlers / Twos Lab	0	2	0	0	1
	Prerequisites: None					
	State Corequisites: DRE-098, EDU-234;					
	Description: This course focuses on practical applications that support the healthy development of very young children by applying principles of quality inclusive early care and education. Emphasis is placed on recognizing the interrelated factors that impact children's development through planning, evaluating and adapting quality environments, including activities and adult/child interactions. Upon completion, students should be able to demonstrate the ability to engage in respectful, responsive care that meets the unique needs of individual children/families.					
	Local Description: Observation / participation is required.					
EDU-235	School-Age Development and Programs	3	0	0	0	3
	Prerequisites: None					
	State Corequisites: DRE-098;					
	Description: This course includes developmentally appropriate practices in group settings for school-age children. Emphasis is placed on principles of development, environmental planning, and positive guidance techniques. Upon completion, students should be able to discuss developmental principles for all children age's five to twelve and plan and implement developmentally-appropriate activities.					
EDU-252	Math and Science Activities	3	0	0	0	3
	Prerequisites: None					
	State Corequisites: DRE-098;					
	Description: This course introduces discovery experiences in math and science. Topics include concepts, facts, phenomena, and skills in each area. Upon completion, students should be able to identify, plan, select materials and equipment, and implement and evaluate developmentally appropriate curriculum materials.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
EDU-254	Music and Move for Child	1	2	0	0	2
	Prerequisites: None					
	State Corequisites: DRE-098;					
	Description: This course covers the use of music and creative movement for children. Topics include a general survey of the basic elements of music and planning, designing, and implementing music and movement experiences for creative learning. Upon completion, students should be able to use voice and various musical instruments to provide musical and movement activities for children.					
EDU-259	Curriculum Planning	3	0	0	0	3
	State Prerequisites: Take EDU-119;					
	Local Prerequisites: Take EDU-151;					
	State Corequisites: DRE-098					
	Description: This course is designed to focus on curriculum planning for three to five year olds. Topics include philosophy, curriculum models, indoor and outdoor environments, scheduling, authentic assessment, and planning developmentally appropriate experiences. Upon completion, students should be able to evaluate children's development, critique curriculum, plan for individual and group needs, and assess and create quality environments.					
EDU-261	Early Childhood Administration I	3	0	0	0	3
	Prerequisites: None					
	State Corequisites: EDU-119, DRE-098;					
	Description: This course introduces principles of basic programming and staffing, budgeting / financial management and marketing, and rules and regulations of diverse early childhood programs. Topics include program structure and philosophy, standards of NC child care programs, finance, funding resources, and staff and organizational management. Upon completion, students should be able to develop components of program/personnel handbooks, a program budget, and demonstrate knowledge of fundamental marketing strategies and NC standards.					
EDU-262	Early Childhood Administration II	3	0	0	0	3
	State Prerequisites: Take EDU-261;					
	State Corequisites: DRE-098, EDU-119;					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
EDU-271	Educational Technology	2	2	0	0	3
	Prerequisites: None					
	State Corequisites: DRE-098;					
	Description: This course introduces the use of technology to enhance teaching and learning in all educational settings. Topics include technology concepts, instructional strategies, materials and adaptive technology for children with exceptionalities, facilitation of assessment / evaluation, and ethical issues surrounding the use of technology. Upon completion, students should be able to apply technology enhanced instructional strategies, use a variety of technology resources and demonstrate appropriate technology skills in educational environments.					
	Local Description: Observation / participation is required.					
EDU-280	Language and Literacy Experiences	3	0	0	0	3
	Prerequisites: None					
	State Corequisites: DRE-098;					
	Description: This course is designed to expand students' understanding of children's language and literacy development and provides strategies for enhancing language / literacy experiences in an enriched environment. Topics include selection of diverse literature and interactive media, the integration of literacy concepts throughout the curriculum, appropriate observations / assessments and inclusive practices. Upon completion, students should be able to select, plan, implement and evaluate developmentally appropriate and diverse language / literacy experiences.					
EDU-282	Early Childhood Literature	3	0	0	0	3
	Prerequisites: None					
	State Corequisites: DRE-098;					
	Description: This course covers the history, selection, and integration of literature and language in the early childhood curriculum. Topics include the history and selection of developmentally appropriate children's literature and the use of books and other media to enhance language and literacy in the classroom. Upon completion, students should be able to select appropriate books for storytelling, reading aloud, puppetry, flannel board use, and other techniques.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
EDU-284	Early Childhood Capstone Practicum	1	9	0	0	4

State Prerequisites: Take 1 Group:

Group 1: Take EDU-119, EDU-144, EDU-145, EDU-146, EDU-151;

Group 2: Take EDU-119, EDU-146, EDU-151, PSY-244, PSY-245;

Group 3: Take EDU-119, EDU-144, EDU-146, EDU-151, PSY-245;

Group 4: Take EDU-119, EDU-145, EDU-146, EDU-151, PSY-244;

State Corequisites: DRE-098;

Description: This course is designed to allow students to apply 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/involving families; and modeling reflective and professional practices. Upon completion, students should be able to demonstrate developmentally appropriate plans / assessments, appropriate guidance techniques and ethical / professional behaviors as indicated by assignments and onsite faculty visits.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
EDU-289	Advanced Issues / School Age	2	0	0	0	2

Prerequisites: None

State Corequisites: DRE-098;

Description: This course covers advanced topics and issues that relate to school-age programs. Emphasis is placed on current advocacy issues, emerging technology, professional growth, ethics, and organizations for providers / teachers working with school-age populations. Upon completion, students should be able to list, discuss, and explain advanced current topics and issues surrounding school-aged populations.

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ELECTRONICS

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ELN-114	Marine Electronics	1	2	0	0	2

Prerequisites: None

Corequisites: None

Description: This course introduces a wide variety of marine electronics that are used in the marine research industry. Topics include basic theory, AC/DC power systems, components, circuits, testing, troubleshooting, and installation of AC and DC electronics. Upon completion student should be able to install, maintain, and operate basic marine electronics used in the marine research industry.

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EMERGENCY MEDICAL SCIENCE

	<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>	
EMS-110	EMT	6	6	0	0	8
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces basic emergency medical care. Topics include preparatory, airway, patient assessment, medical emergencies, trauma, infants and children, and operations. Upon completion, students should be able to demonstrate the knowledge and skills necessary to achieve North Carolina State or National Registry EMT certification.				
	Course Restriction:	Must be enrolled in the Emergency Medical Science Program.				
EMS-122	EMS Clinical Practicum I	0	0	3	0	1
	State Prerequisites:	Take EMS-110;				
	State Corequisites:	EMS-130;				
	Description:	This course provides the introductory hospital clinical experience for the paramedic students. Emphasis is placed on mastering fundamental paramedic skills. Upon completion, students should be able to demonstrate competence with fundamental paramedic level skills.				
	Course Restriction:	Must be enrolled in the Emergency Medical Science Program.				
EMS-130	Pharmacology	3	3	0	0	4
	State Prerequisites:	Take EMS-110;				
	State Corequisites:	EMS-122, EMS-160;				
	Description:	This course introduces the fundamental principles of pharmacology and medication administration and is required for paramedic certification. Topics include medical terminology, pharmacological concepts, weights, measures, drug calculations, vascular access for fluids and medication administration and legislation. Upon completion, students should be able to accurately calculate drug dosages, properly administer medications, and demonstrate general knowledge of pharmacology.				
	Course Restriction:	Must be enrolled in the Emergency Medical Science Program.				
EMS-131	Advanced Airway Management	1	2	0	0	2
	State Prerequisites:	Take EMS-110;				
	Corequisites:	None				
	Description:	This course is designed to provide advanced airway management techniques and is required for paramedic certification. Topics include respiratory anatomy and physiology, airway / ventilation, adjuncts, surgical intervention, and rapid sequence intubation. Upon completion, students should be able to properly utilize all airway adjuncts and pharmacology associated with airway control and maintenance.				
	Course Restriction:	Must be enrolled in the Emergency Medical Science Program.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
EMS-160	Cardiology I	1	3	0	0	2
	State Prerequisites: Take EMS-110;					
	Corequisites: None					
	Description: This course introduces the study of cardiovascular emergencies and is required for paramedic certification. Topics include anatomy and physiology, pathophysiology, electrophysiology, and basic rhythm interpretation in the monitoring leads. Upon completion, students should be able to recognize and interpret basic rhythms.					
	Course Restriction: Must be enrolled in the Emergency Medical Science Program.					
		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
EMS-220	Cardiology II	2	3	0	0	3
	State Prerequisites: Take EMS-122, EMS-130, EMS-160;					
	Corequisites: None					
	Description: This course provides an in-depth study of cardiovascular emergencies and is required for paramedic certification. Topics include assessment and treatment of cardiac emergencies, application and interpretation of advanced electrocardiography utilizing the twelve-lead ECG, cardiac pharmacology, and patient care. Upon completion, students should be able to assess and treat patients utilizing American Heart Association guidelines.					
	Course Restriction: Must be enrolled in the Emergency Medical Science Program.					
		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
EMS-221	EMS Clinical Practicum II	0	0	6	0	2
	State Prerequisites: Take All: EMS-122, EMS-130;					
	Corequisites: None					
	Description: This course provides clinical experiences in the hospital and/or field. Emphasis is placed on increasing the proficiency of students' skills and abilities in patient assessments and the delivery of care. Upon completion, students should be able to demonstrate continued progress in advanced-level patient care.					
	Course Restriction: Must be enrolled in the Emergency Medical Science Program.					
		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
EMS-231	EMS Clinical Practicum III	0	0	9	0	3
	State Prerequisites: Take All: EMS-130, EMS-221;					
	Corequisites: None					
	Description: This course provides clinical experiences in the hospital and/or field. Emphasis is placed on enhancing the students' skills and abilities in providing advanced-level care. Upon completion, students should be able to demonstrate continued progress in advanced-level patient care.					
	Course Restriction: Must be enrolled in the Emergency Medical Science Program.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
EMS-235	EMS Management	2	0	0	0	2
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course stresses the principles of managing a modern emergency medical service system. Topics include structure and function of municipal governments, EMS grantsmanship, finance, regulatory agencies, system management, legal issues, and other topics relevant to the EMS manager. Upon completion, students should be able to understand the principles of managing emergency medical service delivery systems.				
	Course Restriction:	Must be enrolled in the Emergency Medical Science Bridging Program.				
EMS-240	Patients with Special Challenges	1	2	0	0	2
	State Prerequisites:	Take All: EMS-122, EMS-130;				
	Corequisites:	None				
	Description:	This course includes concepts of crisis intervention and techniques of interacting with patients with special challenges and is required for paramedic certification. Topics include appropriate intervention and interaction for neglected, abused, terminally ill, chronically ill, technology assisted, bariatric, physically challenged, mentally challenged, or assaulted patients as well as behavioral emergencies. Upon completion, students should be able to recognize and manage the care of patients with special challenges. Course Restriction: Must be enrolled in the Emergency Medical Science Program.				
	Course Restriction:	Must be enrolled in the Emergency Medical Science Program.				
EMS-241	EMS Clinical Practicum IV	0	0	12	0	4
	State Prerequisites:	Take All: EMS-130, EMS-231;				
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course provides clinical experiences in the hospital and/or field. Emphasis is placed on mastering the skills/competencies required of the paramedic providing advanced-level care. Upon completion, students should be able to provide advanced-level patient care as an entry-level paramedic.				
	Course Restriction:	Must be enrolled in the Emergency Medical Science Program.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
EMS-250	Medical Emergencies	3	3	0	0	4
	State Prerequisites: Take All: EMS-122, EMS-130;					
	Corequisites: None					
	Description: This course provides an in-depth study of medical conditions frequently encountered in the prehospital setting and is required for paramedic certification. Topics include appropriate interventions / treatments for disorders / diseases / injuries affecting the following systems: respiratory, neurological, abdominal / gastrointestinal, endocrine, genitourinary, musculoskeletal, and immunological as well as toxicology, infectious disease and diseases of the eyes, ears, nose and throat. Upon completion, students should be able to recognize, assess and manage the care of frequently encountered medical conditions based upon initial patient assessment.					
	Course Restriction: Must be enrolled in the Emergency Medical Science Program.					
EMS-260	Trauma Emergencies	1	3	0	0	2
	State Prerequisites: Take All: EMS-122, EMS-130;					
	Corequisites: None					
	Description: This course provides in-depth study of trauma including pharmacological interventions for conditions frequently encountered in the prehospital setting and is required for paramedic certification. Topics include an overview of thoracic, abdominal, genitourinary, orthopedic, neurological, and multi-system trauma, soft tissue trauma of the head, neck, and face as well as environmental emergencies. Upon completion, students should be able to recognize and manage trauma situations based upon patient assessment and should adhere to standards of care.					
	Course Restriction: Must be enrolled in the Emergency Medical Science Program.					
EMS-270	Life Span Emergencies	2	3	0	0	3
	State Prerequisites: Take All: EMS-122, EMS-130;					
	Corequisites: None					
	Description: This course covers medical / ethical / legal issues and the spectrum of age-specific emergencies from conception through death required for paramedic certification. Topics include gynecological, obstetrical, neonatal, pediatric, and geriatric emergencies and pharmacological therapeutics. Upon completion, students should be able to recognize and treat age-specific emergencies.					
	Course Restriction: Must be enrolled in the Emergency Medical Science Program.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
EMS-280	EMS Bridging Course	2	2	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course is designed to bridge the knowledge gained in a continuing education paramedic program with the knowledge gained in an EMS curriculum program. Emphasis is placed on patient assessment, advanced electrocardiography utilizing the twelve-lead ECG, advanced pharmacology, the appropriate intervention and treatment of multi-system injuries / disorders, ethics, and NC laws and rules. Upon completion, students should be able to perform advanced patient assessment and practice skills.					

Course Restriction: Must be enrolled in the Emergency Medical Science Bridging Program.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
EMS-285	EMS Capstone	1	3	0	0	2
	State Prerequisites: Take EMS-220, EMS-250, EMS-260;					
	Corequisites: None					
	Description: This course provides an opportunity to demonstrate problem-solving skills as a team leader in simulated patient scenarios and is required for paramedic certification. Emphasis is placed on critical thinking, integration of didactic and psychomotor skills, and effective performance in simulated emergency situations. Upon completion, students should be able to recognize and appropriately respond to a variety of EMS-related events.					

Course Restriction: Must be enrolled in the Emergency Medical Science Program.

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ENGLISH

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ENG-101	Applied Communications I	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course is designed to enhance reading and writing skills for the workplace. Emphasis is placed on technical reading, job-related vocabulary, sentence writing, punctuation, and spelling. Upon completion, students should be able to identify main ideas with supporting details and produce mechanically correct short writings appropriate to the workplace.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ENG-111	Writing and Inquiry	3	0	0	0	3
	State Prerequisites: Take 1 Group: Group 1: Take DRE-098; Group 2: Take ENG-090, RED-090; Group 3: Take ENG-095;					
	Corequisites: None					
	Description: 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.					
ENG-112	Writing and Research in the Disciplines	3	0	0	0	3
	State Prerequisites: Take ENG-111;					
	Corequisites: None					
	Description: 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 documentation appropriate to various disciplines.					
ENG-113	Literature-Based Research	3	0	0	0	3
	State Prerequisites: Take ENG-111;					
	Corequisites: None					
	Description: This course, the second in a series of two, expands the concepts developed in ENG 111 by focusing on writing that involves literature-based research and documentation. Emphasis is placed on critical reading and thinking and the analysis and interpretation of prose, poetry, and drama: plot, characterization, theme, cultural context, etc. Upon completion, students should be able to construct mechanically-sound, documented essays and research papers that analyze and respond to literary works.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ENG-114	Professional Research and Reporting	3	0	0	0	3
	State Prerequisites: Take ENG-111;					
	Corequisites: None					
	Description: This course, the second in a series of two, is designed to teach professional communication skills. Emphasis is placed on research, listening, critical reading and thinking, analysis, interpretation, and design used in oral and written presentations. Upon completion, students should be able to work individually and collaboratively to produce well-designed business and professional written and oral presentations.					
ENG-125	Creative Writing I	3	0	0	0	3
	State Prerequisites: Take ENG-111;					
	Corequisites: None					
	Description: 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.					
ENG-131	Introduction to Literature	3	0	0	0	3
	State Prerequisites: Take ENG-111;					
	State Corequisites: Take One: ENG-112, ENG-113, or ENG-114					
	Description: This course introduces the principal genres of literature. Emphasis is placed on literary terminology, devices, structure, and interpretation. Upon completion, students should be able to analyze and respond to literature.					
ENG-231	American Literature I	3	0	0	0	3
	State Prerequisites: Take One: ENG-112, ENG-113 or ENG-114;					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ENG-231	American Literature I	3	0	0	0	3

State Prerequisites: Take One: ENG-112, ENG-113 or ENG-114;

Corequisites: None

Description: 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.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ENG-232	American Literature II	3	0	0	0	3

State Prerequisites: Take One: ENG-112, ENG-113 or ENG-114;

Corequisites: None

Description: 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.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ENG-233	Major American Writers	3	0	0	0	3

State Prerequisites: Take One: ENG-112, ENG-113 or ENG-114;

Corequisites: None

Description: This course provides an intensive study of the works of several major American authors. Emphasis is placed on American history, culture, and the literary merits. Upon completion, students should be able to interpret, analyze, and evaluate the works studied.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ENG-241	British Literature I	3	0	0	0	3

State Prerequisites: Take ENG-112, ENG-113 or ENG-114;

Corequisites: None

Description: 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.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ENG-242	British Literature II	3	0	0	0	3
	State Prerequisites: Take One: ENG-112, ENG-113 or ENG-114;					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ENG-273	African-American Literature	3	0	0	0	3
	State Prerequisites: Take One: ENG-112, ENG-113 or ENG-114;					
	Corequisites: None					
	Description: This course provides a survey of the development of African-American literature from its beginnings to the present. Emphasis is placed on historical and cultural context, themes, literary traditions, and backgrounds of the authors. Upon completion, students should be able to interpret, analyze, and respond to selected texts.					

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FOOD SERVICE

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
FST-100	Introduction to Foodservice	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course is designed to develop an understanding of the foodservice industry, its terminology, mathematics, and measurements. Emphasis is placed on employability skills, vocabulary, and culinary math including fractions, ratio and proportion, and percents. Upon completion, students should be able to identify career paths, convert recipes, and differentiate standard measurements.					
FST-101	Quantity Baking I	1	4	0	0	3
	Prerequisites: None					
	State Corequisites: CUL-110, FST-103					
	Description: This course introduces fundamental concepts, skills, and techniques in quantity baking. Topics include yeast and quick breads, cookies, cakes, and other baked goods. Upon completion, students should be able to prepare and evaluate baked products.					

	<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
FST-101AB Quantity Baking I	.5	2	0	0	1.5
Prerequisites:	None				
Corequisites:	None				
Description:	This course introduces fundamental concepts, skills, and techniques in quantity baking. Topics include yeast and quick breads, cookies, cakes, and other baked goods. Upon completion, students should be able to prepare and evaluate baked products.				
FST-101BB Quantity Baking I	.5	2	0	0	1.5
Prerequisites:	None				
Corequisites:	None				
Description:	This course introduces fundamental concepts, skills, and techniques in quantity baking. Topics include yeast and quick breads, cookies, cakes, and other baked goods. Upon completion, students should be able to prepare and evaluate baked products.				
FST-102 Foodservice Skills I	4	8	0	0	8
Prerequisites:	None				
State Corequisites:	CUL-110, FST 103				
Description:	This course introduces the concepts, skills, and techniques for volume food production in an institutional or commercial setting. Emphasis is placed on knife skills, tool and equipment handling, and applying principles of basic hot and cold food preparation. Upon completion, students should be able to demonstrate entry-level skills for foodservice operations.				
FST-103 Foodservice Sanitation	2	0	0	0	2
Prerequisites:	None				
Corequisites:	None				
Description:	This course provides practical experience with the basic principles of safety and sanitation in the foodservice industry. Emphasis placed on personal hygiene habits, safety regulations, and food handling practices (H.A.C.C.P.) that protect the health of the consumer. Upon completion, students should be able to demonstrate appropriate safety and sanitation practices required in the foodservice industry.				
FST-105 Menu Planning	3	0	0	0	3
Prerequisites:	None				
Corequisites:	None				
Description:	This course introduces the principles and functions of menu management for general and special populations. Emphasis is placed on building menus with regard to nutritional considerations and dietary needs. Upon completion, students should be able to develop and prepare menus to be used in a variety of dining settings.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
FST-106	Foodservice Skills II	2	6	0	0	5

State Prerequisites: Take 1 Group:

Group 1: Take FST-102, FST-103;

Group 2: Take CUL-110, FST-102;

Group 3: Take CUL-140, CUL-170, FST-103;

Group 4: Take CUL-110, CUL-140, CUL-170;

Group 5: Take CUL-142, CUL-170, FST-103;

Group 6: Take CUL-110, CUL-142, CUL-170;

Corequisites: None

Description: This course is designed to increase the students' level of proficiency in theory and application of foodservice skills in institutional and commercial kitchens. Emphasis is placed on breakfast cookery, plate presentation, appropriate vegetable / starch accompaniments, and hot and cold foods. Upon completion, students should be able to plan, execute, and successfully serve entrees with complimentary side items.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
FST-107	Quantity Baking II	1	4	0	0	3

State Prerequisites: Take 1 Group:

Group 1: Take FST-101, FST-102;

Group 2: Take CUL-160, FST-103;

Group 3: Take CUL-110, FST-101;

Group 4: Take CUL-110, CUL-160;

Corequisites: None

Description: This course provides advanced skills and techniques for preparing pastry items. Emphasis is placed on specialty breads, classical desserts, pastries, and decorative finishing. Upon completion, students should be able to produce and plate a variety of quality baked pastry items.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
FST-108	Purchasing and Cost Control	2	2	0	0	3

Prerequisites: None

Corequisites: None

Description: This course covers the concepts associated with the control of primary costs in foodservice establishments: purchasing and cost controls. Topics include the purchasing, receiving, storage, issuance, and production of products, as well as revenue, inventory, and labor controls. Upon completion, students should be able to apply the necessary knowledge and skills required to understand and control the primary costs for a foodservice establishment.

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GEOGRAPHY

	<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
GEO-111 World Regional Geography	3	0	0	0	3
Prerequisites:	None				
Corequisites:	None				
Description:	This course introduces the regional concept which emphasizes the spatial association of people and their environment. Emphasis is placed on the physical, cultural, and economic systems that interact to produce the distinct regions of the earth. Upon completion, students should be able to describe variations in physical and cultural features of a region and demonstrate an understanding of their functional relationships.				

	<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
GEO-130 General Physical Geography	3	0	0	0	3
Prerequisites:	None				
Corequisites:	None				
Description:	This course introduces both the basic physical components that help shape the earth and the study of minerals, rocks, and evolution of landforms. Emphasis is placed on the geographic grid, cartography, weather, climate, mineral composition, fluvial processes, and erosion and deposition. Upon completion, students should be able to identify these components and processes and explain how they interact.				

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GEOLOGY

	<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
GEL-111 Geology	3	2	0	0	4
Prerequisites:	None				
Corequisites:	None				
Description:	This course introduce 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.				

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HEALTH

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HEA-110	Personal Health / Wellness	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
HEA-120	Community Health	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course provides information about contemporary community health and school hygiene issues. Topics include health education and current information about health trends. Upon completion, students should be able to recognize and devise strategies to prevent today's community health problems.					

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HEALTHCARE BUSINESS INFORMATICS

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HBI-110	Issues and Trends in HBI	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course is a survey of current and emerging technology applications and data standards in the healthcare industry. Topics include the history, implementation, use, management, and impact of information technology in healthcare settings. Upon completion, students should have an understanding of the current trends and issues in healthcare informatics.					
HBI-113	Survey of Medical Insurance	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course is a survey of the healthcare insurance system. Emphasis is placed on the foundation necessary for understanding the healthcare delivery system, terminology and practices of healthcare insurance, and provider reimbursement. Upon completion, students should have an understanding of healthcare insurance and how outcomes are addressed through healthcare informatics.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HBI-250	Data Management and Utilization	2	2	0	0	3

State Prerequisites: Take One: DBA-110, DBA-120 or DBA-210;

Corequisites: None

Description: This course covers the management and usage of data in healthcare settings according to current practices in healthcare informatics. Topics include data warehousing, data integrity, data security, data mining, and report generating in healthcare settings. Upon completion, students should be able to demonstrate an understanding of using healthcare data to support reporting and decision making in healthcare settings.

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HEALTH SCIENCES

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HSC-110	Orientation to Health Careers	1	0	0	0	1

Prerequisites: None

Corequisites: None

Description: This course is a survey of health care professions. Topics include professional duties and responsibilities, working environments, and career choices. Upon completion, students should be able to demonstrate an understanding of the health care professions and be prepared to make informed career choices.

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HISTORY

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HIS-111	World Civilizations I	3	0	0	0	3

Prerequisites: None

Corequisites: None

Description: 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.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HIS-112	World Civilizations II	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
HIS-121	Western Civilization I	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces western civilizations from pre-history to the early modern era. Topics include ancient Greece, Rome, and Christian institutions of the Middle Ages and the emergence of national monarchies in Western Europe. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in early western civilization.				
HIS-122	Western Civilization II	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces western civilization from the early modern era to the present. Topics include the religious wars, the Industrial Revolution, World Wars I and II and the Cold War. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in modern western civilization.				
HIS-131	American History I	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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, cultural developments in early American history.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HIS-132	American History II	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
HIS-162	Women and History	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course surveys the experience of women in historical perspective. Topics include the experiences and contributions of women in culture, politics, economics, science, and religion. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural contributions of women in history.				
HIS-221	African-American History	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
HIS-226	The Civil War	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course exams the social, political, economic, and ideological forces that led to the Civil War and Reconstruction. Topics include regional conflicts and sectionalism, dissolutions of the Union, military campaigns, and the War's socioeconomic impact, aftermath, and consequences. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in the United States during the era of the Civil War.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HIS-236	North Carolina History	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course is a study of geographical, political, economic, and social conditions existing in North Carolina from America's discovery to the present. Topics include native and immigrant backgrounds; colonial, antebellum, and Reconstruction periods; party politics; race relations; and the transition from an agrarian to an industrial economy. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in North Carolina.				

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HOSPITALITY MANAGEMENT

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HRM-110	Introduction to Hospitality and Tourism	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course covers the growth and progress of the hospitality industry. Topics include tourism, lodging, resorts, gaming, restaurants, foodservice and clubs. Upon completion, students should be able to demonstrate an understanding of the background, context, and career opportunities that exist within the hospitality industry.				
		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HRM-120	Front Office Procedures	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces a systematic approach to lodging front office procedures. Topics include reservations, registration, guest satisfaction, occupancy and revenue management, security, interdepartmental communications, and related guest services. Upon completion, students should be able to demonstrate a basic understanding of current front office operating systems, including efficient and courteous guest services.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HRM-140	Legal Issues – Hospitality	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course covers the rights and responsibilities that the law grants to or imposes upon the hospitality industry. Topics include federal and state regulations, historical and current practices, safety and security, risk management, loss prevention, relevant torts, and contracts. Upon completion, students should be able to demonstrate an understanding of the legal system and the concepts necessary to prevent or minimize organizational liability.					
HRM-210	Meetings and Event Planning	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces concepts related to the planning and operation of conventions, trade shows, professional meetings, and foodservice events. Emphasis is placed on methods of marketing, selling, organizing, and producing conventions, events, and trade shows that will increase financial and environmental value. Upon completion, students should be able to demonstrate an understanding of management principles for multi-function, multi-day conferences and events.					
HRM-215	Restaurant Management	3	0	0	0	3
	State Prerequisites: Take CUL-135 or HRM-124					
	Corequisites: None					
	Description: This course provides an overview of the responsibilities and activities encountered in managing a food and beverage operation. Topics include planning, organization, accounting, marketing, trends, and human resources from an integrated managerial viewpoint. Upon completion, students should be able to demonstrate an understanding of the operation of a restaurant.					
HRM-220	Cost Control – Food and Beverage	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces controls and accounting procedures as applied to costs in the hospitality industry. Topics include reports, cost control, planning and forecasting, control systems, financial statements, operational efficiencies, labor controls and scheduling. Upon completion, students should be able to demonstrate an understanding of food, beverage, and labor cost control systems for operational troubleshooting and problem solving.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HRM-235	Quality Management - Hospitality	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces the various schools of thought in achievement and implementation of quality standards for the hospitality industry. Emphasis is placed on developing and maintaining quality in the delivery of the tangible and intangible aspects of the service product. Upon completion, students should be able to demonstrate an understanding of quality service principles and apply them within a hospitality / service environment.					
HRM-240	Marketing for Hospitality	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course covers planning, organizing, directing, and analyzing the results of marketing programs for the hospitality industry. Emphasis is placed on target marketing, marketing mix, analysis, product and image development, use of current media, sales planning, advertising, public relations, and collateral materials. Upon completion, students should be able to apply the marketing process as it relates to the hospitality industry.					
HRM-245	Human Resource Management - Hospitality	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
HRM-280	Management Problems - Hospitality	3	0	0	0	3
	State Prerequisites: Take HRM-110					
	Corequisites: None					
	Description: This course is designed to introduce students to timely issues within the hospitality industry and is intended to move students into a managerial mindset. Emphasis is placed on problem-solving skills using currently available resources. Upon completion, students should be able to demonstrate knowledge of how hospitality management principles may be applied to real challenges facing industry managers.					

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HUMAN SERVICES

	<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HSE-110 Intro to Human Services	2	2	0	0	3
Prerequisites:	None				
Corequisites:	None				
Description:	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.				

Course Restriction: Enrollment in the Human Services Technology program is required.

	<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HSE-112 Group Process I	1	2	0	0	2
Prerequisites:	None				
Corequisites:	None				
Description:	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.				

Course Restriction: Enrollment in the Human Services Technology program is required.

	<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HSE-123 Interviewing Techniques	2	2	0	0	3
Prerequisites:	None				
Corequisites:	None				
Description:	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.				

Course Restriction: Enrollment in the Human Services Technology program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HSE-125	Counseling	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				

Course Restriction: Enrollment in the Human Services Technology program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HSE-160	HSE Clinical Supervis I	1	0	0	0	1
	Prerequisites:	None				
	Corequisites:	Take One: HSE-161, HSE-162, HSE-163, or HSE-164;				
	Description:	This course provides an opportunity to discuss clinical experiences with peers and faculty. Emphasis is placed on discussing application of concepts and principles from related course content to clinical placement. Upon completion, students should be able to demonstrate the knowledge, skills, and attitudes required in human services clinical experiences.				

Course Restriction: Enrollment in the Human Services Technology program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HSE-163	HSE Clinical Exp II	1	0	9	0	3
	Prerequisites:	None				
	Corequisites:	Take HSE-160;				
	Description:	This course provides supervised clinical experience in human services delivery agencies. Emphasis is placed on the application and practice of concepts, principles, knowledge, and skills from related course work. Upon completion, students should be able to demonstrate and apply skills, knowledge, and values from human services classes.				

Course Restriction: Enrollment in the Human Services Technology program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HSE-210	Human Services Issues	2	0	0	0	2
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				

Course Restriction: Enrollment in the Human Services Technology program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HSE-215	Health Care	3	2	3	0	5
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces basic nursing skills required to provide personal care for patients, residents, or clients in a health care setting. Topics include communications, safety, patient's rights, legal and ethical responsibilities, personal care, vital signs, elimination, nutrition, emergencies, rehabilitation, medical terminology, and mental health. Upon completion, students should be able to demonstrate the skills necessary to qualify as a Nursing Assistant I with the North Carolina Nurse Aide Registry.				

Course Restriction: Enrollment in the Human Services Technology program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HSE-220	Case Management	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	Take HSE-110;				
	Description:	This course covers the variety of tasks associated with professional case management. Topics include treatment planning, needs assessment, referral procedures, and follow-up and integration of services. Upon completion, students should be able to effectively manage the care of the whole person from initial contact through termination of services.				

Course Restriction: Enrollment in the Human Services Technology program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HSE-225	Crisis Intervention	3		0	0	3

Prerequisites: None

Corequisites: None

Description: 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.

Course Restriction: Enrollment in the Human Services Technology program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HSE-240	Issues in Client Services	3	0	0	0	3

Prerequisites: None

Corequisites: None

Description: This course introduces systems of professional standards, values, and issues in the helping professions. 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.

Course Restriction: Enrollment in the Human Services Technology program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HSE-260	HSE Clinical Supervis II	1	0	0	0	1

Prerequisites: None

Corequisites: Take One: HSE-261, HSE-262, HSE-263, or HSE-264;

Description: This course provides an opportunity to discuss clinical experiences with peers and faculty. Emphasis is placed on discussing application of concepts and principles from related course content to clinical placement. Upon completion, students should be able to demonstrate the knowledge, skills, and attitudes required in human services clinical experiences.

Course Restriction: Enrollment in the Human Services Technology program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HSE-263	HSE Clinical Supervis II	0	0	9	0	3
	Prerequisites:	None				
	Corequisites:	Take HSE-260;				
	Description:	This course provides additional supervised clinical experience in human services delivery agencies. Emphasis is placed on the application and practice of concepts, principles, knowledge, and skills from related course work. Upon completion, students should be able to demonstrate and apply skills, knowledge, and values from human services classes.				

Course Restriction: Enrollment in the Human Services Technology program is required.

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HUMANITIES

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HUM-110	Technology and Society	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course considers technological change from historical, artistic, and philosophical perspectives and its effect on human needs and concerns. Emphasis is placed on the causes and consequences of technological change. Upon completion, students should be able to critically evaluate the implications of technology.				
HUM-115	Critical Thinking	3	0	0	0	3
	State Prerequisites:	Take 1 Group:				
		Group 1: Take DRE-098;				
		Group 2: Take ENG-095;				
		Group 3: Take RED-090, ENG-090;				
	Corequisites:	None				
	Description:	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.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HUM-120	Cultural Studies	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces the distinctive features of a particular culture. Topics include art, history, music, literature, politics, philosophy, and religion. Upon completion, students should be able to appreciate the unique character of the study culture.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
HUM-160	Introduction to Film	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces the fundamental elements of film artistry and production. Topics include film styles, history, and production techniques, as well as the social values reflected in film art. Upon completion, students should be able to critically analyze the elements covered in relation to selected films.				

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INDUSTRIAL SCIENCE

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
ISC-112	Industrial Science	2	0	0	0	2
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				

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INFORMATION SYSTEMS

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CIS-070	Fundamentals of Computing	0	2	0	0	1
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course covers fundamental functions and operations of the computer. Topics include identification of components, overview of operating systems, and other basic computer operations. Upon completion, students should be able to operate computers, access files, print documents, and perform basic applications operations.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
CIS-110	Introduction to Computers	2	2	0	0	3
	Local Prerequisites: Take CIS-070;					
	Corequisites: None					
	Description: 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.					
CIS-111	Basic PC Literacy	1	2	0	0	2
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
CIS-115	Intro to Prog and Logic	2	3	0	0	3
	State Prerequisites: Take One Set:					
	Set 1: DMA-010, DMA-020, DMA-030, and DMA-040;					
	Set 2: MAT-121;					
	Set 3: MAT-171; Click here to enter text.					
	Local Prerequisites: None					
	Corequisites: None					
	Description: 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 use top-down algorithm design and implement algorithmic solutions in a programming language.					
	Competencies					
	1. Apply control structures					
	2. Apply top-down algorithmic design.					
	3. Implement algorithmic solutions in a programming language.					

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INFORMATION SYSTEMS SECURITY

	<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
SEC-110 Security Concepts Local Prerequisites: Take NET-125; Corequisites: None Description: This course introduces the concepts and issues related to securing information systems and the development of policies to implement information security controls. Topics include the historical view of networking and security, security issues, trends, security resources, and the role of policy, people, and processes in information security. Upon completion, students should be able to identify information security risks, create an information security policy, and identify processes to implement and enforce policy.	2	2	0	0	3
SEC-150 Secure Communications Prerequisites: None Corequisites: None Description: 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.	2	2	0	0	3
SEC-160 Security Administration I Prerequisites: None Corequisites: None Description: 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.	2	2	0	0	3

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
SEC-210	Intrusion Detection	2	2	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces the student to intrusion detection methods in use today. Topics include the types of intrusion detection products, traffic analysis, and planning and placement of intrusion detection solutions. Upon completion, students should be able to plan and implement intrusion detection solution for networks and host-based systems.					
SEC-260	Security Admin II	2	2	0	0	3
	State Prerequisites: Take SEC-160;					
	Corequisites: None					
	Description: This course provides the skills necessary to design and implement information security controls. Topics include advanced networking and TCP/IP concepts, network vulnerability analysis, and monitoring. Upon completion, students should be able to distinguish between normal and anomalous network traffic, identify common network attack patterns, and implement security solutions.					
SEC-285	Systems Security Project	1	4	0	0	3
	State Prerequisites: Take All: CTI-110, CTI-120, and CTS-115;					
	Corequisites: None					
	Description: This course provides the student the opportunity to apply the skills and competencies acquired in the program that focus on systems security. Emphasis is placed on security policy, process planning, procedure definition, business continuity, compliance, auditing, testing procedures and systems security architecture. Upon completion, students should be able to design and implement comprehensive information security architecture from the planning and design phase through implementation.					

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LEGAL EDUCATION

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
LEX-110	Intro to Paralegal Study	2	0	0	0	2
	Local Prerequisites: Take 1 Group:					
	Group 1: Take DRE-098;					
	Group 2: Take ENG-090, RED-090;					
	Group 3: Take ENG-095, ENG095A;					
	Corequisites: None					
	Description: 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 or paralegals.					
LEX-120	Legal Research / Writing	2	2	0	0	3
	Local Prerequisites: Take 1 Group:					
	Group 1: Take DRE-098;					
	Group 2: Take ENG-090, RED-090;					
	Group 3: Take ENG-095, ENG095A;					
	Corequisites: None					
	Description: 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, student should be able to perform legal research and writing assignments using techniques covered in the course.					
LEX-130	Civil Injuries	3	0	0	0	3
	Local Prerequisites: Take 1 Group:					
	Group 1: Take DRE-098;					
	Group 2: Take ENG-090, RED-090;					
	Group 3: Take ENG-095, ENG095A;					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
LEX-140	Civil Litigation I	3	0	0	0	3
	Local Prerequisites: Take 1 Group:					
	Group 1: Take DRE-098;					
	Group 2: Take ENG-090, RED-090;					
	Group 3: Take ENG-095, ENG095A;					
	Corequisites: None					
	Description: 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.					
LEX-141	Civil Litigation II	2	2	0	0	3
	State and Local Prerequisites: Take 1 Group:					
	Group 1: Take DRE-098, ENG-090, LEX-140 (State Prerequisite), RED-090;					
	Group 2: Take DRE-098, ENG-095, ENG-095A, LEX-140 (State Prerequisite);					
	Corequisites: None					
	Description: This course covers advanced topics in the civil litigation process. Topics include motions, discovery, and trial and appellate procedures. Upon completion, students should be able to assist an attorney in preparing and organizing documents for trial, settlement and post-trial practice.					
LEX-150	Commercial Law I	2	2	0	0	3
	Local Prerequisites: Take 1 Group:					
	Group 1: Take DRE-098;					
	Group 2: Take ENG-090, RED-090;					
	Group 3: Take ENG-095, ENG095A;					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
LEX-210	Real Property I	3	0	0	0	3
	Local Prerequisites: Take 1 Group:					
	Group 1: Take DRE-098;					
	Group 2: Take ENG-090, RED-090;					
	Group 3: Take ENG-095, ENG095A;					
	Corequisites: None					
	Description: 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.					
LEX-211	Real Property II	1	4	0	0	3
	State and Local Prerequisites:					
	Take 1 Group:					
	Group 1: Take DRE-098, ENG-090, LEX-210 (State Prerequisite), RED-090;					
	Group 2: Take DRE-098, ENG-095, ENG-095A, LEX-210 (State Prerequisite);					
	Corequisites: None					
	Description: This course continues the study of real property law relating to title examination and preparation of closing documents. Topics include use of courthouse and other public records in title examination and preparation of documents required in real estate transactions and closings. Upon completion, students should be able to plot / draft a description, perform complete title examination, draft closing documents including title insurance forms, and prepare disbursement reconciliation.					
LEX-240	Family Law	3	0	0	0	3
	Local Prerequisites: Take 1 Group:					
	Group 1: Take DRE-098;					
	Group 2: Take ENG-090, RED-090;					
	Group 3: Take ENG-095, ENG095A;					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
LEX-250	Wills, Estates, and Trusts	2	2	0	0	3
	Local Prerequisites: Take 1 Group:					
	Group 1: Take DRE-098;					
	Group 2: Take ENG-090, RED-090;					
	Group 3: Take ENG-095, ENG095A;					
	Corequisites: None					
	Description: 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.					
LEX-270	Law Office Management / Technology	1	2	0	0	2
	Local Prerequisites: Take 1 Group:					
	Group 1: Take DRE-098;					
	Group 2: Take ENG-090, RED-090;					
	Group 3: Take ENG-095, ENG095A;					
	Corequisites: None					
	Description: 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.					
LEX-271	Law Office Writing	1	2	0	0	2
	Local Prerequisites: Take 1 Group:					
	Group 1: Take DRE-098;					
	Group 2: Take ENG-090, RED-090;					
	Group 3: Take ENG-095, ENG095A;					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
LEX-280	Ethics and Professionalism	2	0	0	0	2
	Local Prerequisites: Take 1 Group:					
	Group 1: Take DRE-098;					
	Group 2: Take ENG-090, RED-090;					
	Group 3: Take ENG-095, ENG095A;					
	Corequisites: None					
	Description: 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.					

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MATHEMATICS

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MAT-110	Mathematical Measurement and Literacy	2	2	0	0	3
	State Prerequisites: Take All: DMA-010, DMA-020, DMA-030;					
	Corequisites: None					
	Description: 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.					
MAT-121	Algebra / Trigonometry I	2	2	0	0	3
	State Prerequisites: Take All: DMA-010, DMA-020, DMA-030, DMA-040, DMA-050, DMA-060;					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MAT-143	Quantitative Literacy	2	2	0	0	3
	State Prerequisites: Take 1 Group:					
	Group 1: Take DMA-010, DMA-020, DMA-030, DMA-040, DMA-050, DRE-098;					
	Group 2: Take DMA-010, DMA-020, DMA-030, DMA-040, DMA-050, ENG-095;					
	Group 3: Take DMA-010, DMA-020, DMA-030, DMA-040, DMA-050, ENG-090, RED-090;					
	Corequisites: None					
	Description: 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.					
MAT-152	Statistical Methods I	3	2	0	0	4
	State Prerequisites: Take 1 Group:					
	Group 1: Take DMA-010, DMA-020, DMA-030, DMA-040, DMA-050, DRE-098;					
	Group 2: Take DMA-010, DMA-020, DMA-030, DMA-040, DMA-050, ENG-095;					
	Group 3: Take DMA-010, DMA-020, DMA-030, DMA-040, DMA-050, ENG-090, RED-090;					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MAT-171	Precalculus Algebra	3	2	0	0	4
	State Prerequisites: Take 1 Group:					
	Group 1: Take DMA-010, DMA-020, DMA-030, DMA-040, DMA-050, DMA-060, DMA-070, DMA-080;					
	Group 2: Take DMA-010, DMA-020, DMA-030, DMA-040, DMA-050, DMA-065;					
	Group 3: Take MAT-121;					
	Corequisites: None					
	Description: 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.					
MAT-172	Precalculus Trigonometry	3	2	0	0	4
	State Prerequisites: Take MAT-171;					
	Corequisites: None					
	Description: 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.					
MAT-263	Brief Calculus	3	2	0	0	4
	State Prerequisites: Take MAT-171;					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MAT-271	Calculus I	3	2	0	0	4
	State Prerequisites: Take MAT-172;					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MAT-272	Calculus II	3	2	0	0	4
	State Prerequisites: Take MAT-271;					
	Corequisites: None					
	Description: 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 complete, students should be able to select and use appropriate models and techniques for finding solutions to integral-related problems with and without technology.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MAT-273	Calculus III	3	2	0	0	4
	State Prerequisites: Take MAT-272;					
	Corequisites: None					
	Description: 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.					

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MEDICAL ASSISTING

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MED-110	Orientation to Medical Assisting	1	0	0	0	1
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
	Course Restriction: Enrollment in the Medical Assisting program is required.					
MED-112	Orientation to Clinical Setting I	0	0	3	0	1
	Prerequisites: None					
	Corequisites: None					
	Description: This course provides an early opportunity to observe and/or perform in the medical setting. Emphasis is placed on medical assisting procedures including appointment scheduling, filing, greeting patients, telephone techniques, billing, collections, medical records, and related medical procedures. Upon completion, students should be able to identify administrative and clinical procedures in the medical environment.					
	Course Restriction: Enrollment in the Medical Assisting program is required.					
MED-116	Introduction to Anatomy and Physiology	3	2	0	0	4
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces basic anatomy and physiology. Emphasis is placed on the relationship between body structure and function and the procedures common to health care. Upon completion, students should be able to identify body system components and functions relating this knowledge to the delivery of health care.					
	Course Restriction: Enrollment in the Medical Assisting program is required.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MED-118	Medical Law and Ethics	2	0	0	0	2
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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 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.				
	Course Restriction:	Enrollment in the Medical Assisting program is required.				
		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MED-120	Survey of Medical Terminology	2	0	0	0	2
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces the vocabulary, abbreviations, and symbols used in the language of medicine. Emphasis is placed on building medical terms using prefixes, suffixes, and word roots. Upon completion, students should be able to pronounce, spell, and define accepted medical terms.				
		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MED-121	Medical Terminology I	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MED-122	Medical Terminology II	3	0	0	0	3
	State Prerequisites:	Take MED-121;				
	Corequisites:	None				
	Description:	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.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MED-130	Administrative Office Procedures I	1	2	0	0	2

Prerequisites: None

Corequisites: None

Description: 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. Course Restriction: Enrollment in the Medical Assisting program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MED-131	Administrative Office Procedures II	1	2	0	0	3

Prerequisites: None

Local Corequisites: MED-130;

Description: 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.

Course Restriction: Enrollment in the Medical Assisting program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MED-138	Infection / Hazard Control	2	0	0	0	2

Prerequisites: None

Corequisites: None

Description: This course introduces the student to infection and hazard control procedures necessary for the healthcare worker. Topics include introduction to Microbiology, Practical Infection Control, Sterilization and Monitoring, Chemical Disinfectants, Aseptic Technique, Infectious diseases, and applicable North Carolina laws. Upon completion, students should be able to demonstrate an understanding of infectious disease, disease transmission, infection control procedures, biohazard management, OSH standards, and applicable North Carolina laws.

Course Restriction: Enrollment in the Medical Assisting program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MED-140	Examining Room Procedures I	3	4	0	0	5

Prerequisites: None

Corequisites: None

Description: 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.

Course Restriction: Enrollment in the Medical Assisting program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MED-150	Laboratory Procedures I	3	4	0	0	5
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
	Course Restriction: Enrollment in the Medical Assisting program is required.					
MED-230	Administrative Office Procedures III	1	2	0	0	2
	State Prerequisites: Take MED-131;					
	Corequisites: None					
	Description: This course provides advanced medical office administrative procedures. Emphasis is placed on management skills including personnel supervision, practice management, public relations, and insurance coding. Upon completion, students should be able to exhibit advanced managerial medical assisting skills.					
	Course Restriction: Enrollment in the Medical Assisting program is required.					
		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MED-232	Medical Insurance Coding	1	3	0	0	2
	Local Prerequisites: Take MED-131;					
	Corequisites: None					
	Description: 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 reimbursements.					
	Course Restriction: Enrollment in the Medical Assisting program is required.					
MED-260	MED Clinical Practicum	0	0	15	0	5
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
	Course Restriction: Enrollment in the Medical Assisting program is required.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MED-264	Medical Assisting Overview	2	0	0	0	2

Prerequisites: None

Corequisites: None

Description: 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.

Course Restriction: Enrollment in the Medical Assisting program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MED-270	Symptomatology	2	2	0	0	3

Local Prerequisites: Take MED-122, MED-140, MED-150;

Local Corequisites: Take BIO-163 or MED-116;

Description: 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.

Course Restriction: Enrollment in the Medical Assisting program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MED-272	Drug Therapy	3	0	0	0	3

Prerequisites: None

Corequisites: None

Description: 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.

Course Restriction: Enrollment in the Medical Assisting program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MED-274	Diet Therapy / Nutrition	3	0	0	0	3

Local Prerequisites: Take 1 Group:

Group 1: Take MED-116;

Group 2: Take BIO-163, MED-122;

Corequisites: None

Description: This course introduces the basic principles of nutrition as they relate to health and disease. Topics include basic nutrients, physiology, dietary deficiencies, weight management, and therapeutic nutrition in wellness and disease. Upon completion, students should be able to interpret clinical and dietary data and provide patient counseling and education.

Course Restriction: Enrollment in the Medical Assisting program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MED-276	Patient Education	1	2	0	0	2

Local Prerequisites: Take MED-114, MED-122;

Corequisites: None

Description: This course is designed to provide communication skills, basic education principles, and knowledge of available community resources and to apply this knowledge to the clinical setting. Emphasis is placed on identifying appropriate community resources, developing patient education materials, and perfecting written and oral communication skills. Upon completion, student should be able to instruct, communicate effectively, and act as a liaison between the patient and community agencies.

Course Restriction: Enrollment in the Medical Assisting program is required.

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MARINE PROPULSION SYSTEMS

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MPS-101	Introduction to Outboards	3	6	0	0	5

Local Prerequisites: Take RED-080;

Corequisites: None

Description: This course introduces the principles of outboard engine construction, operation, and internal combustion component parts. Topics include outboard models and makes; electrical ignition, charge, warning, and starting components; fuel tank, lines, and pumps; oil blend systems; and carburetor systems. Upon completion, students should be able to identify, troubleshoot, and repair various outboard fuel / electrical systems, use service manuals, and follow environmental safety practices / procedures.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MPS-102	Outboard Lower Unit Systems	3	6	0	0	5

Local Prerequisites: Take RED-080;

Corequisites: None

Description: This course introduces basic powerhead designs and functions on a variety of outboard makes and models. Topics include identifying the complete outboard powerhead cylinder block, crank shaft, bearings, pistons, and connecting rod assembly system and techniques to test / troubleshoot powerhead components. Upon completion, students should be able to troubleshoot, test, and rebuild powerhead systems with specific attention to parts identification, tolerance inspection, assembly, and installation.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MPS-103	Outboard Lower Unit Systems	3	6	0	0	5
	Local Prerequisites: Take RED-080;					
	Corequisites: None					
	Description: This course covers the principles of gear cases, power trim / tilt systems, propellers, and gear shifting systems on a variety of outboard engines. Topics include identifying gear case models (forward / reverse, clutch, bearings, drive, prop shafts, and water pumps) and power trim / tilt systems (hydraulics / pump motors / senders / design). Upon completion, students should be able to troubleshoot, service, and rebuild outboard engine gear cases and power trim and tilt systems.					

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MARKETING & RETAILING

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MKT-120	Principles of Marketing	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
MKT-123	Fundamentals of Selling	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course is designed to emphasize the necessity of selling skills in a modern business environment. Emphasis is placed on sales techniques involved in various types of selling situations. Upon completion, students should be able to demonstrate an understanding of the techniques covered.					

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MUSIC

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MUS-110	Music Appreciation	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
MUS-111	Fundamentals of Music	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course is an introductory course for students with little or no music background. Emphasis is placed on music notation, rhythmic patterns, scales, key signatures, intervals, and chords. Upon completion, students should be able to demonstrate an understanding of the rudiments of music.					
MUS-112	Introduction to Jazz	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
MUS-113	American Music	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces various musical styles, influences, and composers of the United States from pre-Colonial times to the present. Emphasis is placed on the broad variety of music particular to American culture. Upon completion, students should be able to demonstrate skills in basic listening and understanding of American music.					

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NETWORKING OPERATING SYSTEMS

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
NOS-110	Operating Systems Concepts	2	3	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces students to a broad range of operating system concepts, including installation and maintenance. Emphasis is place 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.				
	Competencies	<ol style="list-style-type: none"> 1. Identify steps to install various operating systems. 2. Analyze maintenance needs. 3. Identify features and purposes of various operating systems. 				
NOS-120	Linux/UNIXSingle User	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
NOS-130	Windows Single User	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces operating system concepts for singer-user systems. Topics include hardware management, system configuration/optimization, and utilities. Upon completion, students should be able to perform operating systems functions at the support level in a single-user environment.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
NOS-175	Wireless Technology	2	2	0	0	3
	State Prerequisites: None					
	Corequisites: None					
	Description: This course introduces the student to wireless technology and interoperability with different communication protocols. Topics include Wireless Application Protocol (WAP), Wireless Mark-up language (WML), link manager, service discovery protocol, transport layer and frequency band. Upon completion, students should be able to discuss in written and oral form protocols and procedures required for different wireless applications.					
NOS-220	Linux/UNIX Admin I	2	2	0	0	3
	State Prerequisites: Take NOS-120;					
	Corequisites: None					
	Description: This course introduces the Linux file system, group administration, and system hardware controls. Topics include installation, creation and maintaining file systems, NIS client and DHCP client configuration, NFS, SMB/Samba, Configure X, Gnome, KDE, basic memory, processes, and security. Upon completion, students should be able to perform system administration tasks including installation, configuring and attaching a new Linux workstation to an existing network.					
NOS-225	Routing & Switching I	1	4	0	0	3
	State Prerequisites: None					
	Corequisites: None					
	Description: 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.					
NOS-226	Routing & Switching II	1	4	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
NOS-230	Windows Administration I	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course covers the installation and configuration of a Windows Server operating system. Emphasis is placed on the basic configuration of core network services, Active Directory and group policies. Upon completion, students should be able to install and configure a Windows Server operating system.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
NOS-241	Introduction to VOIP	2	3	0	0	3
	State Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces students to the terms and definitions of analog phone systems and voice over internet protocol (VOIP) networks and how to configure, maintain, and troubleshoot said networks. Topics include configuring and maintaining an internet protocol (IP) telephony system, provisioning phones and users, configuring call features, and establishing voicemail over VOIP networks. Upon completion, students should be able to discuss the terms and definitions of VOIP as well as configure and maintain an IP telephony system, provision phones and users, configure call features and voicemail.				

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NETWORKING TECHNOLOGY

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
NET-125	Introduction to Networks	1	4	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
NET-126	Routing Basics	1	4	0	0	3
	State Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
NET-130	Convergence Concepts	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course provides an introduction to designing, implementing, and managing data, voice, and multimedia convergence applications. Topics include telephony, converged networks, convergence applications, converged network hardware and architecture, converged network management and converged network security. Upon completion, students should be able to demonstrate an understanding of the tasks related to converging data, voice and multimedia networks.				
NET-175	Wireless Technology	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces the student to wireless technology and interoperability with different communication protocols. Topics include Wireless Application Protocol (WAP), Wireless Mark-up language (WML), link manager, service discovery protocol, transport layer and frequency band. Upon completion, students should be able to discuss in written and oral form protocols and procedures required for different wireless applications.				
NET-225	Routing & Switching I	1	4	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
NET-226	Routing & Switching II	1	4	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
NET-241	Introduction to VOIP	2	3	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces students to the terms and definitions of analog phone systems and voice over internet protocol (VOIP) networks and how to configure, maintain, and troubleshoot said networks. Topics include configuring and maintaining an internet protocol (IP) telephony system, provisioning phones and users, configuring call features, and establishing voicemail over VOIP networks. Upon completion, students should be able to discuss the terms and definitions of VOIP as well as configure and maintain an IP telephony system, provision phones and users, configure call features and voicemail.				

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NURSING

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
NUR-101	Practical Nursing I	7	6	6	0	11
	Prerequisites:	None				
	Local Corequisites:	Take ACA-115, BIO-163, and PSY-150;				
	Description:	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.				
	Course Restriction:	Enrollment in the Practical Nursing Program is required.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
NUR-102	Practical Nursing II	7	0	9	0	10

State Prerequisites: Take NUR-101;

Corequisites: None

Description: 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.

Course Restriction: Enrollment in the Practical Nursing Program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
NUR-103	Practical Nursing III	6	0	9	0	9

Local Prerequisites: Take NUR-101;

Corequisites: None

Description: 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.

Course Restriction: Enrollment in the Practical Nursing Program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
NUR-111	Introduction to Health Concepts	4	6	6	0	8

Prerequisites: None

Local Corequisites: BIO-168, NUR-117, PSY-150;

Description: 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, student should be able to provide safe nursing care incorporating the concepts identified in this course.

Course Restriction: Enrollment in the Associate Degree Program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
NUR-112	Health – Illness Concepts	3	0	6	0	5
	State Prerequisites: Take NUR-111;					
	Local Prerequisites: Take NUR-117;					
	Local Corequisites: BIO-169, NUR-114, NUR-211, PSY-241;					
	Description: 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.					
	Course Restriction: Enrollment in the Associate Degree Program is required.					
NUR-113	Family Health Concepts	3	0	6	0	5
	State Prerequisites: Take NUR-111;					
	Local Prerequisites: Take NUR-112, NUR-114, NUR-117;					
	Local Corequisites: ENG-111;					
	Description: 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.					
	Course Restriction: Enrollment in the Associate Degree Program is required.					
NUR-114	Holistic Health Concepts	3	0	6	0	5
	State Prerequisites: Take NUR-111;					
	Local Prerequisites: Take NUR-112, NUR-117;					
	Local Corequisites: BIO-169, PSY-241;					
	Description: 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.					
	Course Restriction: Enrollment in the Associate Degree Program is required.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
NUR-117	Pharmacology	1	3	0	0	2
	Prerequisites: None					
	Local Corequisites: NUR-111;					
	Description: This course introduces information concerning sources, effects, legalities, and the safe use of medications as therapeutic agents. Emphasis is placed on nursing responsibility, accountability, pharmacokinetics, routes of medication administration, contraindications and side effects. Upon completion, students should be able to compute dosages and administer medication safely.					
	Course Restriction: Enrollment in the Associate Degree Program is required.					
NUR-211	Health Care Concepts	3	0	6	0	5
	State Prerequisites: Take NUR-111;					
	Local Prerequisites: Take NUR-112, NUR-113, NUR-114, NUR-117;					
	Local Corequisites: ENG-114;					
	Description: 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.					
	Course Restriction: Enrollment in the Associate Degree Program is required.					
NUR-212	Health System Concepts	3	0	6	0	5
	State Prerequisites: Take NUR-111;					
	Local Prerequisites: Take NUR-112, NUR-113, NUR-114, NUR-117, NUR-211;					
	Local Corequisites: ENG-114;					
	Description: 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.					
	Course Restriction: Enrollment in the Associate Degree Program is required.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
NUR-213	Complex Health Concepts	4	3	15	0	10

State Prerequisites: Take NUR-111;

Local Prerequisites: Take NUR-117;

State Corequisites: NUR-112, NUR-113, NUR-114, NUR-211, NUR-212;

Description: 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.

Course Restriction: Enrollment in the Associate Degree Program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
NUR-214	Nsg Transition Concepts	3	0	3	0	4

Local Prerequisites: Take BIO-168 BIO-169 ENG-111 PSY-150 PSY-241;

Corequisites: None

Description: 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 produce safe nursing care incorporating the concepts identified in this course.

Course Restriction: Must be enrolled in the Associate Degree Nursing program.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
NUR-221	LPN to ADN Concepts I	6	0	9	0	9

Local Prerequisites: Take NUR-214;

Corequisites: None

Description: 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 incorporation the concepts identified in this course.

Course Restriction: Must be enrolled in the Associate Degree Nursing program.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
NUR-223	LPN to ADN Concepts II	6	0	9	0	9

State Prerequisites: Take NUR-221;

Local Prerequisites: Take NUR-214;

Corequisites: ENG-114;

Description: 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.

Course Restriction: Enrollment in the Associate Degree Program is required.

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NURSING ASSISTANT

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
NAS-101	Nurse Aide I	3	4	3	0	6

Prerequisites: None

Corequisites: None

Description: This course includes basic nursing skills required to provide safe, competent personal care for individuals. Emphasis is placed on person-centered care, the aging process, communication, safety/emergencies, infection prevention, legal and ethical issues, vital signs, height and weight measurements, elimination, nutrition, basic restorative care/rehabilitation, dementia, mental health and end-of-life care. Upon completion, students should be able to demonstrate knowledge and skills and be eligible to test for listing on the North Carolina Nurse Aide I Registry.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
NAS-102	Nurse Aide II	3	2	6	0	6

State Prerequisites: Take NAS-101;

Corequisites: None

Description: This course provides training in Nurse Aide II tasks. Emphasis is placed on the role of the Nurse Aide II, sterile technique and specific tasks such as urinary catheterization, wound care, respiratory procedures, ostomy care, peripheral IV assistive activities, and alternative feeding methods. Upon completion, students should be able to demonstrate knowledge and skills and safe performance of skills necessary to be eligible for listing on the North Carolina Nurse Aide II Registry.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
NAS-103	Home Health Care Nurse Aide	4	4	0	0	6
	State Prerequisites: Take NAS-101;					
	Corequisites: None					
	Description: This course provides advanced training for the currently listed Nurse Aide I enhancing specific skills needed when working in the home care setting. Topics include person-centered care, nutrition, hydration, patient and personal safety, mental health, dementia, behavioral challenges, pain management, palliative care, and stress management. Upon completion, students are eligible for listing as a home care nurse aide with the North Carolina Nurse Aide Registry.					
NAS-104	Home Health Care Clinical	0	0	3	0	1
	State Prerequisites: None					
	Corequisites: None					
	Description: This course provides supervised experience in the home and/or simulated laboratory with emphasis on the application of basic nursing skills. Emphasis is placed on the transfer of knowledge and skills from institutional settings to home environments. Upon completion, students should be able to safely and efficiently provide delegated basic care to clients in the home.					

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OFFICE ADMINISTRATION

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
OST-080	Keyboarding Literacy	1	2	0	0	2
	Prerequisites: None					
	Corequisites: None					
	Description: This course is designed to develop elementary keyboarding skills. Emphasis is placed on mastery of the keyboard. Upon completion, students should be able to demonstrate basic proficiency in keyboarding.					
OST-132	Keyboard Skill Building	1	2	0	0	2
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
OST-134	Text Entry and Formatting	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course is designed to provide 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.				
OST-135	Advanced Text Entry and Formatting	3	2	0	0	4
	State Prerequisites:	Take OST-134;				
	Corequisites:	None				
	Description:	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.				
OST-136	Word Processing	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
OST-137	Office Software Applicat	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces the concepts and functions of software that meets the changing needs of the community. Emphasis is placed on the terminology and use of software through a hands-on approach. Upon completion, students should be able to use software in a business environment.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
OST-138	Advanced Software Application	2	2	0	0	3
	State Prerequisites: Take CIS-110 or CIS-111, OST-137;					
	Corequisites: None					
	Description: 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.					
OST-141	Med Terms I-Med Office	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
OST-142	Med Terms II-Med Office	3	0	0	0	3
	State Prerequisites: OST-141;					
	Corequisites: None					
	Description: 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.					
OST-148	Med Coding Billing and Insurance	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces fundamentals of medical coding, billing, and insurance. 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
OST-149	Medical Legal Issues	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
OST-164	Text Editing Applications	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
OST-184	Records Management	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
OST-223	Administrative Office Transcription I	2	2	0	0	3
	State Prerequisites:	Take 1 Group:				
		Group 1: Take OST-134, OST-164;				
		Group 2: Take OST-136, OST-164;				
	Corequisites:	None				
	Description:	This course provides experience in transcribing documents. Emphasis is placed on appropriate formatting, advanced text editing skills, and transcription techniques. Upon completion, students should be able to transcribe office documents.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
OST-233	Office Publications Design	2	2	0	0	3
	State Prerequisites: Take OST-136;					
	Corequisites: None					
	Description: This course provides entry-level skills in using software with desktop publishing capabilities. Topics include principles of page layout, desktop publishing terminology and applications, and legal and ethical considerations of software use. Upon completion, students should be able to design and produce professional business documents and publications.					
OST-236	Advanced Word or Information Processing	2	2	0	0	4
	State Prerequisites: Take OST-136;					
	Corequisites: None					
	Description: This course develops proficiency in the utilization of advanced word / information processing functions. Emphasis is placed on advanced word processing features. Upon completion, students should be able to produce a variety of complex business documents.					
OST-243	Med Office Simulation	2	2	0	0	3
	State Prerequisites: Take OST-248;					
	Corequisites: None					
	Description: This course introduces medical systems used to process information in the automated office. Topics include traditional and electronic information resources, storing and retrieving information, and the billing cycle. Upon completion, student should be able to use the computer accurately to schedule, bill, update, and make corrections.					
OST-247	Procedure Coding	1	2	0	0	2
	State Prerequisites: Take MED 121 or OST-141;					
	Corequisites: None					
	Description: 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.					
OST-248	Diagnostic Coding	1	2	0	0	2
	State Prerequisites: Take MED-121 or OST-141;					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
OST-286	Professional Development	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course covers the personal competencies and qualities needed to project a professional image in the office. Topics include interpersonal skills, health lifestyles, appearance, attitude, personal and professional growth, multicultural awareness, and professional etiquette. Upon completion, students should be able to demonstrate these attributes in the classroom, office, and society.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
OST-289	Administrative Office Management	2	2	0	0	3
	State Prerequisites:	Take 1 Group:				
		Group1: Take OST-134, OST-164;				
		Group 2: Take OST-136, OST-164;				
	Corequisites:	None				
	Description:	This course is designed to be a capstone course for the office professional and provides a working knowledge of modern office procedures. Emphasis is placed on scheduling, telephone procedures, travel arrangements, event planning, office design, and ergonomics. Upon completion, students should be able to adapt in an office environment.				

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PHILOSOPHY

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
PHI-215	Philosophical Issues	3	0	0	0	3
	State Prerequisites:	Take ENG-111;				
	Corequisites:	None				
	Description:	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.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
PHI-230	Introduction to Logic	3	0	0	0	3
	State Prerequisites: Take ENG-111;					
	Corequisites: None					
	Description: This course introduces basic concepts and techniques for distinguishing between good and bad reasoning. Emphasis is placed on deduction, induction, validity, soundness, syllogisms, truth functions, predicate logic, analogical inference, common fallacies, and scientific methods. Upon completion, students should be able to analyze arguments, distinguish between deductive and inductive arguments, test validity, and appraise inductive reasoning.					
PHI-240	Introduction to Ethics	3	0	0	0	3
	State Prerequisites: Take ENG-111;					
	Corequisites: None					
	Description: 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.					

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PHOTOGRAPHY

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
PHO-110	Fundamentals of Photography	3	6	0	0	5
	Prerequisites: None					
	Corequisites: None					
	Description: This course covers the basic technical aspects of photography, including camera controls, light and optics, flash, exposure, and processing. Emphasis is placed on principles of camera design and the relationship between subject and photographic image, with hands-on experience. Upon completion, students should be able to consistently produce technically excellent images.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
PHO-113	History of Photography	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces the history of photography from its inception through contemporary times. Emphasis is placed on technical and aesthetical developments in artistic and commercial photography. Upon completion, students should be able to identify significant photographers and procedures, trace the development of the medium and discuss current trends in photography.					
PHO-115	Basic Studio Lighting	2	6	0	0	4
	State Prerequisites: Take PHO-110;					
	Corequisites: None					
	Description: This course covers the basic principles of studio lighting. Topics include basic lighting techniques and application of lighting ratios to product illustration / portraiture using tungsten / electronic strobe sources, with emphasis on equipment maintenance and safety. Upon completion, students should be able to select and set up the best lights and lighting applications for a wide variety of photographic subjects.					
PHO-120	Intermediate Photography	2	4	0	0	4
	State Prerequisites: Take PHO-110;					
	Corequisites: None					
	Description: This course expands the coverage of photographic materials and provides an opportunity to experiment. Emphasis is placed on additional techniques and processes, including solarization, multiple-imaging, infrared toning, and other non-traditional uses of photography. Upon completion, students should be able to demonstrate how the choice of technique enhances the photographic subject and influences content.					
PHO-139	Intro to Digital Imaging	1	3	0	0	2
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces digital images by exploring the effect hardware and software have on the reproduction process. Topics include basic imaging tools and vocabulary, calibration, density, contrast, and color. Upon completion, students should be able to demonstrate a basic understanding of the digital imaging process and be able to capture and output images.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
PHO-140	Digital Photo Imaging I	2	4	0	0	4
	State Prerequisites: Take PHO-110;					
	Corequisites: None					
	Description: This course introduces digital photo imaging exploring the use of hardware / software, image capture, input / output devices, ethics, and imaging aesthetics. Emphasis is placed on basic imaging tools and vocabulary of current digital imaging software, including selection tools, color correction, cloning, copy / paste, and filters. Upon completion, student should be able to capture images with a digital camera or scanner, manipulate and retouch the image, and select final image output.					
PHO-150	Portfolio Development I	3	3	0	0	4
	State Prerequisites: Take PHO-120 or PHO-130;					
	Corequisites: None					
	Description: This course provides an opportunity to develop a thematically related portfolio of photographic images that are consistent in print quality. Emphasis is placed on subject/content development, choice of materials, and archival processing controls; organizing and sequencing images; editing; print finishing; and portfolio presentation. Upon completion, students should be able to edit and exhibit a consistent body of photographic prints in a portfolio presentation.					
PHO-216	Documentary Photography	2	4	0	0	4
	State Prerequisites: Take PHO-110;					
	Corequisites: None					
	Description: This course introduces the practical, historical, and contemporary applications of documentary photography. Emphasis is placed on understanding the various approaches to creating a photographic documentary and how a documentary project can affect society. Upon completion, students should be able to produce a documentary project on a topic of interest to them.					
PHO-217	Photojournalism I	1	6	0	0	4
	State Prerequisites: Take PHO-110;					
	Corequisites: None					
	Description: This course covers logistics and techniques used in current professional newspaper photography. Topics include detailed study of spot and general news, sports, and feature photography along with basic newspaper layout, advanced photographic techniques, and legal issues. Upon completion, students should be able to demonstrate an understanding of basic aspects of news, sports, and feature photography.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
PHO-224	Multimedia Production	2	3	0	0	3

State Prerequisites: None

Corequisites: None

Description: This course covers various aspects of computer based multimedia production. Topics include sound recording and editing techniques and software, multimedia software, control of image and continuity and pacing, script writing, copyright laws and ethics. Upon completion, students should be able to use computer hardware and software for multimedia production.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
PHO-226	Portraiture	3	3	0	0	4

State Prerequisites: Take PHO-115;

Corequisites: None

Description: This course covers the techniques of contemporary studio and location portraiture. Topics include lighting techniques, lighting ratios, available light to multiple light setups, posing techniques, and styles of glamour, fashion, corporate, and public relations portraiture. Upon completion, students should be able to choose the appropriate lighting, accessories, and posing style to produce a successful portrait.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
PHO-235	Commercial Photography	2	4	0	0	4

State Prerequisites: Take PHO-115;

Corequisites: None

Description: This course covers the techniques of advertising photography used in the print media. Emphasis is placed on the conception, lighting, and creation of photographic illustration used for food, fashion, and product photography. Upon completion, students should be able to produce advertising photographs for professional photographic illustration.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
PHO-250	Portfolio Development II	2	4	0	0	4

State Prerequisites: Take PHO-217, PHO-226, PHO-235;

Corequisites: None

Description: This course provides an opportunity to develop a diversified professional portfolio of photographs. Emphasis is placed on the development of a portfolio exhibiting technical excellence, consistency of vision, and professional presentation. Upon completion, students should be able to present a diversified portfolio of professional quality photographs to potential employers.

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PHYSICAL EDUCATION

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
PED-110	Fit and Well for Life	1	2	0	0	2
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
PED-117	Weight Training I	0	3	0	0	1
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
PED-120	Walking for Fitness	0	3	0	0	1
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
PED-122	Yoga I	0	2	0	0	1
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces the basic discipline of yoga. Topics include proper breathing, relaxation techniques, and correct body positions. Upon completion, students should be able to demonstrate the procedures of yoga.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
PED-123	Yoga II	0	2	0	0	1
	State Prerequisites: Take PED-122;					
	Corequisites: None					
	Description: This course introduces more detailed aspects of the discipline of yoga. Topics include breathing and physical postures, relaxation, and mental concentration. Upon completion, students should be able to demonstrate advanced procedures of yoga.					
PED-128	Golf - Beginning	0	2	0	0	1
	Prerequisites: None					
	Corequisites: None					
	Description: This course emphasizes the fundamentals of golf. Topics include the proper grips, stance, alignment, swings for the short and long game, putting, and the rules and etiquette of golf. Upon completion, students should be able to perform the basic golf shots and demonstrate a knowledge of the rules and etiquette of golf.					
PED-132	Racquetball - Beginning	0	2	0	0	1
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces the fundamentals of racquetball. Emphasis is placed on rules, fundamentals, and strategies of beginning racquetball. Upon completion, students should be able to play recreational racquetball.					
PED-145	Basketball - Beginning	0	2	0	0	1
	Prerequisites: None					
	Corequisites: None					
	Description: This course covers the fundamentals of basketball. Emphasis is placed on skill development, knowledge of the rules, and basic game strategy. Upon completion, students should be able to participate in recreational basketball.					
PED-152	Swimming - Beginning	0	2	0	0	1
	Prerequisites: None					
	Corequisites: None					
	Description: This course is designed for non-swimmers and beginners. Emphasis is placed on developing confidence in the water, learning water safety, acquiring skills in floating, and learning elementary strokes. Upon completion, students should be able to demonstrate safety skills and be able to tread water, back float and use the crawl stroke for 20 yards.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
PED-159	Sailboarding - Beginning	0	2	0	0	1
	State Prerequisites: Take PED-152;					
	Corequisites: None					
	Description: This course teaches the basic skills of sailboarding. Topics include theory, navigation rules, equipment, and safety practices of sailboarding. Upon completion, students should be able to safely ride and navigate a sailboard.					
PED-163	Kayaking - Basic	0	2	0	0	1
	Prerequisites: None					
	Corequisites: None					
	Description: This course is designed to teach the basic skills of kayaking. Topics include forward and reverse strokes, sweeps, Eskimo roll, and self-rescue skills. Upon completion, students should be able to maneuver and demonstrate safe kayaking practices.					
PED-168	Surfing - Beginning	0	2	0	0	1
	State Prerequisites: Take PED-152;					
	Corequisites: None					
	Description: This course covers the basic fundamentals of surfing. Emphasis is placed on safety, preparation before surfing, basic stance techniques for water entry and exits on the wave. Upon completion, students should be able to select appropriate equipment, assess conditions, paddle past breaking waves, and surf small waves.					
PED-186	Dancing for Fitness	0	2	0	0	1
	Prerequisites: None					
	Corequisites: None					
	Description: This course is designed to develop movement and recreational dance skills, safety, fitness, coordination, and techniques used to teach various groups. Emphasis is placed on participation and practice with adapting dances for ages and ability levels. Upon completion, students should be able to demonstrate knowledge of fitness through social, folk, and square dance participation and instruction.					
PED-214	Sailboarding - Intermediate	0	2	0	0	1
	State Prerequisites: Take PED-159;					
	Corequisites: None					
	Description: This course provides more advanced sailboarding techniques, including advanced launching techniques, strategies for different sailing locations and use of additional equipment. Emphasis is placed on safety, assessing new sailing sites, advanced sailing techniques and the use of a harness. Upon completion, students should be able to use advanced equipment, demonstrate beach starts, water starts, and sail a set course.					

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PHYSICS

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
PHY-110	Conceptual Physics	3	0	0	0	3
	Prerequisites: None					
	Local Corequisites: PHY-110A;					
	Description: 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.					
PHY-110A	Conceptual Physics Lab	0	2	0	0	1
	Prerequisites: None					
	State Corequisites: PHY-110;					
	Description: 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.					
PHY-151	College Physics I	3	2	0	0	4
	State Prerequisites: Take MAT-171;					
	Corequisites: None					
	Description: 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.					
PHY-152	College Physics II	3	2	0	0	4
	State Prerequisites: Take PHY-151;					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
PHY-251	General Physics I	3	3	0	0	4
	State Prerequisites:	Take MAT-271;				
	State Corequisites:	MAT-272;				
	Description:	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.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
PHY-252	General Physics II	3	3	0	0	4
	State Prerequisites:	Take MAT-172, PHY-251;				
	Corequisites:	None				
	Description:	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.				

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POLITICAL SCIENCE

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
POL-110	Introduction to Political Science	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces basic political concepts used by governments and addresses a wide range of political issues. Topics include political theory, ideologies, legitimacy, and sovereignty in democratic and non-democratic systems. Upon completion, students should be able to discuss a variety of issues inherent in all political systems and draw logical conclusions in evaluating these systems.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
POL-120	American Government	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
POL-130	State and Local Government	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course includes state and local political institutions and practices in the context of American federalism. Emphasis is placed on procedural and policy differences as well as political issues in state, regional, and local governments of North Carolina. Upon completion, students should be able to identify and discuss various problems associated with intergovernmental politics and their effect on the community and the individual.				
POL-210	Comparative Government	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course provides a cross-national perspective on the government and politics of contemporary nations such as Great Britain, France, Germany, and Russia. Topics include each country's historical uniqueness, key institutions, attitudes and ideologies, patterns of interaction, and current political problems. Upon completion, students should be able to identify and compare various nations' governmental structures, processes, ideologies, and capacity to resolve major problems.				
POL-220	International Relations	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course provides a study of the effects of ideologies, trade, armaments, and alliances on relations among nation-states. Emphasis is placed on regional and global cooperation and conflict, economic development, trade, non-governmental organizations, and international institutions such as the World Court and UN. Upon completion, students should be able to identify and discuss major international relationships, institutions and problems.				

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PSYCHOLOGY

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
PSY-118	Interpersonal Psychology	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
PSY-150	General Psychology	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
PSY-211	Psychology of Adjustment	3	0	0	0	3
	State Prerequisites: Take PSY-150;					
	Corequisites: None					
	Description: This course introduces the study of the adjustment process focusing on contemporary challenges individuals must deal with in everyday life. Topics include theories of behavior, career choices, self-understanding coping mechanisms, human relationships, intimacy, sociocultural factors influencing healthy personal adjustment, and other related topics. Upon completion, students should be able to demonstrate an awareness of the processes of adjustment.					
PSY-237	Social Psychology	3	0	0	0	3
	State Prerequisites: Take PSY-150 or SOC-210;					
	Corequisites: None					
	Description: This course introduces the study of individual behavior within social contexts. Topics include affiliation, attitude formation and change, conformity, altruism, aggression, attribution, interpersonal attraction, and group behavior. Upon completion, students should be able to demonstrate an understanding of the basic principles of social influences on behavior.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
PSY-239	Psychology of Personality	3	0	0	0	3
	State Prerequisites: Take PSY-150;					
	Corequisites: None					
	Description: This course covers major personality theories and personality research methods. Topics include psychoanalytic, behavioristic, social learning, cognitive, humanistic, and trait theories including supporting research. Upon completion, students should be able to compare and contrast traditional and contemporary approaches to the understanding of individual differences in human behavior.					
PSY-241	Developmental Psychology	3	0	0	0	3
	State Prerequisites: Take PSY-150;					
	Corequisites: None					
	Description: 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.					
PSY-244	Child Development I	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course provides an introduction to the study of child development and examines the growth and development of children from conception through early childhood. Topics include historical and theoretical perspectives, terminology, research and observation techniques as well as physical, cognitive, and psychosocial growth and change. Upon completion, students should be able to demonstrate an understanding of the early stages of child development.					
PSY-259	Human Sexuality	3	0	0	0	3
	State Prerequisites: Take PSY-150;					
	Corequisites: None					
	Description: This course provides the biological, psychological, and sociocultural aspects of human sexuality and related research. Topics include reproductive biology, sexual and psychosexual development, sexual orientation, contraception, sexually transmitted diseases, sexual disorders, theories of sexuality, and related issues. Upon completion, students should be able to demonstrate an overall knowledge and understanding of human sexuality.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
PSY-281	Abnormal Psychology	3	0	0	0	3
	State Prerequisites: Take PSY-150;					
	Corequisites: None					
	Description: 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.					

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RADIOGRAPHY

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RAD-110	Rad Intro and Patient Care	2	3	0	0	3
	Prerequisites: None					
	State Corequisites: RAD-111, RAD-151;					
	Description: 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.					
	Course Restriction: Enrollment in the Radiography Degree Program is required.					
RAD-111	Rad Procedures I	3	3	0	0	4
	Prerequisites: None					
	State Corequisites: RAD-110, RAD-151;					
	Corequisites: None					
	Description: 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.					
	Course Restriction: Enrollment in the Radiography Degree Program is required.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RAD-112	Rad Procedures II	3	3	0	0	4

State Prerequisites: Take RAD-110, RAD-111, RAD-151;

Corequisites: None

Description: 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.

Course Restriction: Enrollment in the Radiography Degree Program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RAD-121	Radiographic Imaging I	2	3	0	0	3

State Prerequisites: Take RAD-110, RAD-111, RAD-151;

State Corequisites: RAD-112, RAD-161;

Description: 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.

Course Restriction: Enrollment in the Radiography Degree Program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RAD-122	Radiographic Imaging II	1	3	0	0	2

State Prerequisites: Take RAD-112, RAD-121, RAD-161;

State Corequisites: RAD 131, RAD-171;

Description: 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.

Course Restriction: Enrollment in the Radiography Degree Program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RAD-131	Radiographic Physics I	1	3	0	0	2

State Prerequisites: Take RAD-121;

State Corequisites: RAD 122, RAD-171;

Description: 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.

Course Restriction: Enrollment in the Radiography Degree Program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RAD-151	Rad Clinical Ed I	0	0	6	0	2

Prerequisites: None

State Corequisites: RAD 110, RAD-111;

Description: 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.

Course Restriction: Enrollment in the Radiography Degree Program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RAD-161	Rad Clinical ED II	0	0	15	0	5

State Prerequisites: Take RAD-110, RAD-111, RAD-151;

State Corequisites: RAD 112, RAD-121;

Description: 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.

Course Restriction: Enrollment in the Radiography Degree Program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RAD-171	Rad Clinical Ed III	0	0	12	0	4

State Prerequisites: Take RAD-112, RAD-121, RAD-161;

State Corequisites: RAD-122, RAD 131;

Description: 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.

Course Restriction: Enrollment in the Radiography Degree Program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RAD-181	Rad Clinical Elective	0	0	3	0	1

Prerequisites: None

Corequisites: None

Description: This course provides advanced knowledge of clinical applications. Emphasis is placed on enhancing clinical skills. Upon completion, students should be able to successfully complete the clinical course objectives.

Course Restriction: Enrollment in the Radiography Degree Program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RAD-183	Rad Clinical Elective	0	0	9	0	3

Prerequisites: None

Corequisites: None

Description: This course provides advanced knowledge of clinical applications. Emphasis is placed on enhancing clinical skills. Upon completion, students should be able to successfully complete the clinical course objectives.

Course Restriction: Enrollment in the Radiography Degree Program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RAD-211	Rad Procedures III	2	3	0	0	3

State Prerequisites: Take RAD-122, RAD-131, RAD-171;

State Corequisites: RAD 231, RAD-241, RAD-251;

Description: This course provides the knowledge and skills necessary to perform standard and specialty radiographic procedures. Emphasis is placed on radiography specialty procedures, sectional anatomy, and advanced imaging. Upon completion, students should be able to demonstrate an understanding of these areas.

Course Restriction: Enrollment in the Radiography Degree Program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RAD-231	Radiographic Physics II	1	3	0	0	2

State Prerequisites: Take One: RAD-131 or RAD-171;

State Corequisites: RAD-211, RAD-241, RAD-251;

Description: This course provides advanced principles of radiation characteristics and production including digital imaging and Computer Tomography (CT). Emphasis is placed on imaging equipment. Upon completion, students should be able to demonstrate an understanding of radiation characteristics and production.

Course Restriction: Enrollment in the Radiography Degree Program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RAD-241	Radiobiology / Protection	2	0	0	0	2

State Prerequisites: Take RAD-122, RAD-131, RAD-171;

State Corequisites: RAD-211, RAD-231, RAD-251;

Description: 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.

Course Restriction: Enrollment in the Radiography Degree Program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RAD-245	Image Analysis	1	3	0	0	2
	State Prerequisites: Take RAD-211, RAD-231, RAD-241, RAD-251;					
	State Corequisites: RAD-261, RAD-271;					
	Description: 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.					
	Course Restriction: Enrollment in the Radiography Degree Program is required.					
		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RAD-251	Rad Clinical Ed IV	0	0	21	0	7
	State Prerequisites: Take RAD-122, RAD-131, RAD-171;					
	State Corequisites: RAD-211, RAD-231, RAD-241;					
	Description: 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.					
		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RAD-261	Radiographic Clinical Education V	0	0	21	0	7
	State Prerequisites: Take RAD-251;					
	State Corequisites: RAD 245, RAD-271;					
	Description: 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.					
	Course Restriction: Enrollment in the Radiography Degree Program is required.					
		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RAD-271	Radiography Capstone	0	3	0	0	1
	State Prerequisites: Take RAD-211, RAD-231, RAD-241, RAD-251;					
	State Corequisites: RAD-245, RAD-261;					
	Description: 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 an entry-level radiographer.					
	Course Restriction: Enrollment in the Radiography Degree Program is required.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RAD-282	Rad Clinical Elective	0	0	6	0	2
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course provides advanced knowledge of clinical applications. Emphasis is placed on enhancing clinical skills. Upon completion, students should be able to successfully complete the clinical course objectives.				

Course Restriction: Enrollment in the Radiography Degree Program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RAD-283	Rad Clinical Elective	0	0	9	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course provides advanced knowledge of clinical applications. Emphasis is placed on enhancing clinical skills. Upon completion, students should be able to successfully complete the clinical course objectives.				

Course Restriction: Enrollment in the Radiography Degree Program is required.

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RELIGION

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
REL-110	World Religions	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
REL-211	Introduction to Old Testament	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
REL-212	Introduction to New Testament	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					

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RESPIRATORY THERAPY

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RCP-110	Intro to Respiratory Care	3	3	0	0	4
	Prerequisites: None					
	Local Corequisites: RCP-132;					
	Description: This course introduces the respiratory care profession. Topics include the role of the respiratory care practitioner, medical gas administration, basic patient assessment, infection control, and medical terminology. Upon completion, students should be able to demonstrate competence in concepts and procedures through written and laboratory evaluations.					

Course Restriction: Enrollment in the Respiratory Therapy Degree Program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RCP-111	Therapeutics / Diagnostics	4	3	0	0	5
	Prerequisites: Take RCP-110;					
	Corequisites: None					
	Description: This course is a continuation of RCP 110. Emphasis is placed on entry-level therapeutic and diagnostic procedures used in respiratory care. Upon completion, students should be able to demonstrate competence in concepts and procedures through written and laboratory evaluations.					

Course Restriction: Enrollment in the Respiratory Therapy Degree Program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RCP-112	Patient Management	3	3	0	0	4
	State Prerequisites: Take RCP-111;					
	State Corequisites: RCP-153;					
	Description: This course provides entry-level skills in adult / pediatric mechanical ventilation and respiratory care procedures in traditional and alternative settings. Emphasis is placed on therapeutic modalities and physiological effects of cardiopulmonary rehabilitation, home care, mechanical ventilation, and monitoring. Upon completion, students should be able to demonstrate competence in concepts and procedures through written and laboratory evaluations.					
	Course Restriction: Enrollment in the Respiratory Therapy Degree Program is required.					
RCP-113	RCP Pharmacology	2	0	0	0	2
	Prerequisites: None					
	Corequisites: None					
	Description: This course covers the drugs used in the treatment of cardiopulmonary diseases. Emphasis is placed on the uses, actions, indications, administration, and hazards of pharmacological agents. Upon completion, students should be able to demonstrate competence through written evaluations.					
	Course Restriction: Enrollment in the Respiratory Therapy Degree Program is required.					
RCP-114	C-P Anatomy and Physiology	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course provides a concentrated study of cardiopulmonary anatomy and physiology essential to the practice of respiratory care. Emphasis is placed on cardiovascular and pulmonary physiology, acid / base balance, and blood gas interpretation. Upon completion, students should be able to demonstrate competence in these concepts through written evaluation.					
	Course Restriction: Enrollment in the Respiratory Therapy Degree Program is required.					
RCP-115	C-P Pathophysiology	2	0	0	0	2
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces the etiology, pathogenesis, and physiology of cardiopulmonary disease and disorders. Emphasis is placed on clinical signs and symptoms along with diagnoses, complications, prognoses, and management. Upon completion, students should be able to demonstrate competence in these concepts through written evaluations.					
	Course Restriction: Enrollment in the Respiratory Therapy Degree Program is required.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RCP-123	Special Practice Lab	0	3	0	0	1
	Prerequisites: None					
	Corequisites: None					
	Description: This course provides additional laboratory learning opportunities in respiratory care. Emphasis is placed on therapeutic procedures and equipment management. Upon completion, students should be able to demonstrate competence in concepts and procedures through laboratory evaluations.					
	Course Restriction: Enrollment in the Respiratory Therapy Degree Program is required.					
RCP-132	RCP Clinical Practice I	0	0	6	0	2
	Prerequisites: Take RCP-110;					
	Corequisites: None					
	Description: This course provides entry-level clinical experience. Emphasis is placed on therapeutic and diagnostic patient care. Upon completion, students should be able to demonstrate clinical competence in require performance evaluations.					
	Course Restriction: Enrollment in the Respiratory Therapy Degree Program is required.					
RCP-144	RCP Clinical Practice II	0	0	12	0	4
	State Prerequisites: Take RCP-110;					
	State Corequisites: RCP-111;					
	Description: This course provides entry-level clinical experience. Emphasis is placed on therapeutic and diagnostic patient care. Upon completion, students should be able to demonstrate clinical competence in required performance evaluations.					
	Course Restriction: Enrollment in the Respiratory Therapy Degree Program is required.					
RCP-153	RCP Clinical Practice III	0	0	9	0	3
	State Prerequisites: Take RCP-111;					
	Corequisites: None					
	Description: This course provides entry-level clinical experience. Emphasis is placed on therapeutic and diagnostic patient care. Upon completion, students should be able to demonstrate clinical competence in required performance evaluations.					
	Course Restriction: Enrollment in the Respiratory Therapy Degree Program is required.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RCP-210	Critical Care Concepts	3	3	0	0	4
	Prerequisites: None					
	Corequisites: None					
	Description: This course provides further refinement of acute patient care and underlying pathophysiology. Topics include a continuation in the study of mechanical ventilation, underlying pathophysiology, and introduction of critical care monitoring. Upon completion students should be able to demonstrate competence in concepts and procedures through written and laboratory evaluations.					
	Course Restriction: Enrollment in the Respiratory Therapy Degree Program is required.					
RCP-211	Adv Monitoring / Procedures	3	3	0	0	4
	State Prerequisites: Take RCP-210;					
	Corequisites: None					
	Description: This course includes advanced information gathering and decision making for the respiratory care professional. Topics include advanced cardiac monitoring and special procedures. Upon completion, students should be able to evaluate, design, and recommend appropriate care plans through written and laboratory evaluations.					
	Course Restriction: Enrollment in the Respiratory Therapy Degree Program is required.					
RCP-214	Neonatal/Peds RC .	1	3	0	0	2
	State Prerequisites: Take RCP-111;					
	Corequisites: None					
	Description: This course provides in-depth coverage of the concepts of neonatal and pediatric respiratory care. Emphasis is placed on neonatal and pediatric pathophysiology and on the special therapeutic needs of neonates and children. Upon completion, students should be able to demonstrate competence in these concepts through written and laboratory evaluations.					
	Course Restriction: Enrollment in the Respiratory Therapy Degree Program is required.					
RCP-215	Career Prep-Adv Level	0	3	0	0	1
	Prerequisites: None					
	Corequisites: None					
	Description: This course provides preparation for employment and the advanced-level practitioner credentialing exam. Emphasis is placed on review of the NBRC Advanced-Level Practitioner Exam and supervision and management. Upon completion, students should be able to successfully complete the appropriate self-assessment examinations and meet the requirements for employment.					
	Course Restriction: Enrollment in the Respiratory Therapy Degree Program is required.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RCP-235	RCP Clinical Practice IV	0	0	15	0	5

State Prerequisites: Take RCP-111;

State Corequisites: RCP-210;

Description: This course provides advanced practitioner clinical experience. Emphasis is placed on therapeutic and diagnostic patient care. Upon completion, students should be able to demonstrate clinical competence in required performance evaluations.

Course Restriction: Enrollment in the Respiratory Therapy Degree Program is required.

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
RCP-246	RCP Clinical Practice V	0	0	18	0	6

State Prerequisites: Take RCP-210;

State Corequisites: RCP-211;

Description: This course provides advanced practitioner clinical experience. Emphasis is placed on therapeutic and diagnostic patient care. Upon completion, students should be able to demonstrate clinical competence in required performance evaluations.

Course Restriction: Enrollment in the Respiratory Therapy Degree Program is required.

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SCIENCE

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
SCI-090	Skills for the Sciences	2	2	0	0	3

Prerequisites: None

Corequisites: None

Description: This course is designed to provide fundamental skills necessary for entry into college-level science courses. Topics include scientific vocabulary, measurement, scientific notation, the scientific method for solving problems, collaborative skills, and applications to various areas of science. Upon completion, students should be able to demonstrate a readiness for college-level science courses.

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SIMULATION & GAME DEVELOPMENT

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
SGD-111	Introduction to SGD	2	3	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
SGD-112	SGD Design	2	3	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
SGD-113	SGD Programming	2	3	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					

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SOCIOLOGY

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
SOC-210	Introduction to Sociology	3	0	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
SOC-213	Sociology of the Family	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
SOC-220	Social Problems	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
SOC-225	Social Diversity	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course provides a comparison of diverse roles, interests, opportunities, contributions, and experiences in social life. Topics include race, ethnicity, gender, sexual orientation, class, and religion. Upon completion, students should be able to analyze how cultural and ethnic differences evolve and how they affect personality development, values, and tolerance.				
SOC-230	Race and Ethnic Relations	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course includes an examination of the various aspects of race and ethnicity and how these lead to different experiences, opportunities, problems, and contributions. Topics include prejudice discrimination, perceptions, myths, stereotypes, and intergroup relationships. Upon completion, students should be able to identify and analyze relationships among racial and ethnic groups within the larger society				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
SOC-234	Sociology of Gender	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course examines contemporary roles in society with special emphasis on recent changes. Topics include sex role socialization, myths and stereotypes, gender issues related to family, work, and power. Upon completion, students should be able to analyze modern relationships between men and women.				
SOC-240	Social Psychology	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course examines the influence of culture and social groups on individual behavior and personality. Emphasis is placed on the process of socialization, communication, conformity, deviance, interpersonal attraction, intimacy, race and ethnicity, small group experiences, and social movements. Upon completion, students should be able to identify and analyze cultural and social forces that influence the individual in a society.				
SOC-244	Sociology of Death and Dying	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
SOC-250	Sociology of Religion	3	0	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course examines religion from a sociological perspective as part and product of human society. Topics include the origins, development, and functions of belief systems; religious organizations; conversion; and interactions with politics, the economy, science, and the class system. Upon completion, students should be able to describe and analyze religious systems.				

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SPANISH

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
SPA-111	<p>Elementary Spanish I</p> <p>Prerequisites: None</p> <p>Corequisites: None</p> <p>Description: 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.</p>	3	0	0	0	3
SPA-112	<p>Elementary Spanish II</p> <p>State Prerequisites: Take SPA-111;</p> <p>Corequisites: None</p> <p>Description: 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.</p>	3	0	0	0	3
SPA-120	<p>Spanish for the Workplace</p> <p>State Prerequisites: None</p> <p>Corequisites: None</p> <p>Description: 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.</p>	3	0	0	0	3
SPA-211	<p>Intermediate Spanish I</p> <p>State Prerequisites: Take SPA-112;</p> <p>Corequisites: None</p> <p>Description: 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.</p>	3	0	0	0	3

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
SPA-212	Intermediate Spanish II	3	0	0	0	3
	State Prerequisites: SPA-211;					
	Corequisites: None					
	Description: 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.					

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TELECOMM & NETWORK ENGINEERING

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
TNE-111	Campus Networks I	2	3	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course is designed to introduce the fundamentals of data/computer networks. Topics include an overview of data communication standards, protocols, equipment, and how they are integrating into network topologies and systems. Upon completion, students should be able to demonstrate an understanding of telecommunication and networking.					
TNE-250	Intro to Telecom Networks	2	3	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces the principal elements and theory (both analog and digital) of telecommunication networking systems. Topics include system network overview, subscriber loops, network testing and measurement, wiring, network transmission techniques synchronization and analysis, switching and signaling, and related applications. Upon completion, students should be able to demonstrate knowledge of the concepts associated with telecommunication network systems.					

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THERAPEUTIC MASSAGE

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MTH-110	Fundamentals of Massage	6	9	3	0	10
	Prerequisites: None					
	Local Corequisites: BIO-163;					
	Description: This course introduces concepts basic to the role of the massage therapist in a variety of clinical settings. Emphasis is placed on beginning theory and techniques of body work as well as skill in therapeutic touch. Upon completion of the course, the student should be able to apply basic practical massage therapy skills.					
MTH-120	Therapeutic Massage Applications	6	9	3	0	10
	State Prerequisites: Take MTH-110;					
	Corequisites: None					
	Description: This course provides an expanded knowledge and skill base for the massage therapist in a variety of clinical settings. Emphasis is placed on selected therapeutic approaches throughout the lifespan. Upon completion, students should be able to perform entry level therapeutic massage on various populations.					
MTH-121	Clinical Supplement I	0	0	3	0	1
	Prerequisites: None					
	State Corequisites: Take One: MTH-110, MTH-120, MTH-125, MTH-210, or MTH-220;					
	Description: This course is designed to introduce the student to a variety of clinical experiences. Emphasis is placed on applying the therapeutic massage process across the lifespan. Upon completion, students should be able to demonstrate delivery of massage techniques in a clinical setting.					
MTH-125	Ethics of Massage	2	0	0	0	2
	State Prerequisites: Take MTH-120;					
	Corequisites: None					
	Description: This course is designed to explore issues related to the practice of massage therapy. Emphasis is placed on ethical, legal, professional, and political issues. Upon completion of this course, students should be able to discuss issues relating to the practice of massage therapy, client / therapist relationships as well as ethical issues.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
MTH-130	Therapeutic Massage Management	2	0	0	0	2
	State Prerequisites: Take MTH-110;					
	Corequisites: None					
	Description: This course introduces the basic responsibilities in the development and administration of a professional massage therapy practice. Emphasis is placed on identifying successful practice management methods such as selecting a business structure, negotiating a contract / lease, developing a business / marketing plan, designing a massage space, differentiating spa from clinical practice, management of client / financial records and physician referral. Upon completion, student should be able to demonstrate the knowledge and skills necessary to develop and manage a massage therapy practice.					
MTH-210	Advanced Skills of Massage	4	9	3	0	8
	State Prerequisites: Take MTH-120 or MTH-121;					
	Corequisites: None					
	Description: This course provides knowledge and skills in diverse body work modalities in a variety of clinical settings. Emphasis is placed on selected techniques such as Neuromuscular Therapy, Sports Massage, Soft Tissue Release, Spa Approaches, Oriental Therapies, and energy techniques. Upon completion, students should be able to perform basic skills in techniques covered.					
MTH-220	Outcome-Based Massage	4	6	3	0	7
	State Prerequisites: MTH-120, MTH-121 or MTH-221;					
	Corequisites: None					
	Description: This course provides knowledge and skills in more complex body works modalities in a variety of clinical settings. Emphasis is placed on developing advanced skills in outcome-based Massage. Upon completion, students should be able to perform basic skills in techniques covered.					

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WORK – BASED LEARNING

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
WBL-111	<p>Work-Based Learning I</p> <p>Prerequisites: None</p> <p>Corequisites: None</p> <p>Description: 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.</p>	0	0	0	10	1
WBL-112	<p>Work-Based Learning I</p> <p>Prerequisites: None</p> <p>Corequisites: None</p> <p>Description: 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.</p>	0	0	0	20	2
WBL-115	<p>Work-Based Learning Seminar I</p> <p>Prerequisites: None</p> <p>Corequisites: None</p> <p>Description: 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.</p>	1	0	0	0	1

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WEB TECHNOLOGIES

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
WEB-110	Internet / Web Fundamentals	2	2	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
WEB-111	Introduction to Web Graphics	2	2	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
WEB-115	Web Markup and Scripting	2	2	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces World Wide 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.					
WEB-120	Introduction to Internet Multimedia	2	2	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This is the first of two courses covering the creation of internet multimedia. Topics include internet multimedia file types, file-type conversion, acquisition of digital audio / video, streaming audio / video and graphics animation plug-in programs and other related topics. Upon completion, students should be able to create internet multimedia presentations utilizing a variety of methods and applications.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
WEB-125	Mobile Web Design	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
WEB-140	Web Development Tools	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
WEB-141	Mobile Interface Design	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
WEB-151	Mobile Application Development I	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
WEB-180	Active Server Pages	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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.				
WEB-182	PHP Programming	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces students to the server-side, HTML-embedded scripting language PHP. Emphasis is placed on programming techniques required to create dynamic web pages using PHP scripting language features. Upon completion, students should be able to design, code, test, debug, and create a dynamic web site using the PHP scripting language.				
WEB-186	XML Technology	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course is designed to introduce students to XML and related internet technologies. Topics include extendible style language (XSL) document object model (DOM), extendible stylesheet language transformation (XSLT), and simple object access protocol (SOAP). Upon completion, students should be able to create a complex XML document.				
WEB-210	Web Design	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course introduces intermediate to advanced web design techniques. Topics include customer expectations, advanced markup language, multimedia technologies, usability and accessibility practices, and techniques for the evaluation of web design. Upon completion, students should be able to employ advanced design techniques to create high impact and highly functional web sites.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
WEB-213	Internet Marketing and Analytics	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	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 advertising plans.				
WEB-215	Adv Markup and Scripting	2	2	0	0	3
	Prerequisites:	Take WEB-115;				
	Corequisites:	None				
	Description:	This course covers advanced programming skills required to design Internet applications. Emphasis is placed on programming techniques required to support Internet applications. Upon completion, students should be able to design, code, debug, and document Internet-based programming solutions to various real-world problems using an appropriate programming language.				
WEB-230	Implementing Web Serv	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course covers website and web server architecture. Topics include installation, configuration, administration, and security of web servers, services and sites. Upon completion, students should be able to effectively manage the web services deployment lifecycle according to industry standards.				
WEB-240	Internet Security	2	2	0	0	3
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course covers security issues related to Internet services. Topics include the operating system and the Internet service security mechanisms. Upon completion, students should be able to implement security procedures for operating system level and server level alerts.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
WEB-250	Database Driven Websites	2	2	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: 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.					
WEB-251	Mobile Application Development II	2	2	0	0	3
	State Prerequisites: Take WEB-151;					
	Corequisites: None					
	Description: This course covers advanced applications and custom programming to develop applications and custom programming to develop applications for mobile devices. Topics include device capabilities, OS specific Software Development Kits (SDK), scripting for functionality and designing interactivity. Upon completion, students should be able to demonstrate effective programming techniques to develop advanced mobile applications.					
WEB-260	E-Commerce Infrastructure	2	2	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course introduces the concepts and tools to implement electronic commerce via the Internet. Topics include application and server software selection, securing transactions, use and verification of credit cards, publishing of catalogs, documentation, and site administration. Upon completion, students should be able to setup a working e-commerce Internet web site.					
WEB-285	Emerging Web Technologies	2	2	0	0	3
	Prerequisites: None					
	Corequisites: None					
	Description: This course will explore, discuss, and research emerging technologies in the web arena. Emphasis is placed on exposure to up-and-coming technologies relating to the web, providing hands-on experience, and discussion of practical implications of these emerging fields. Upon completion, students should be able to articulate issues relating to these technologies.					

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
WEB-287	Web E-Portfolio	1	2	0	0	2
	Prerequisites:	None				
	Corequisites:	None				
	Description:	This course covers the creation and organization of a web-based e-portfolio that includes a resume, references, and comprehensive academic and work samples. Emphasis is placed on creating an e-portfolio with solid design and demonstrable content, the production of a resume and self-promotional materials, and interview techniques. Upon completion, students should be able to present their own domain with included professional e-portfolio elements of resume, sample work, and related self-promotional materials.				

		<u>Class</u>	<u>Lab</u>	<u>Clinical</u>	<u>Work Exp</u>	<u>Credit</u>
WEB-289	Internet Technologies Project	1	4	0	0	3
	State Prerequisites:	Take All: CTI-110, CTI-120, and CTS-115				
	Corequisites:	None				
	Description:	This course provides an opportunity to complete a significant Web technologies project from the design phase through implementation with minimal instructor support. Emphasis is placed on project definition, documentation, installation, testing, presentation, and training. Upon completion, students should be able to complete an Internet project from the definition phase through implementation.				

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