CHAPTER 6

DESCRIPTION OF COURSES

UNIVERSITY PARALLEL

East Central Community College adheres to the common course number system adopted by the Mississippi Association of Community and Junior Colleges. The numbers for University Parallel Courses carry four digits. The first digit indicates the year that the course is normally taught. Generally courses required or recommended for freshmen begin with a 1 and courses at the sophomore level begin with a 2. The last digit indicates semester hours credit carried by the course. The second and third digits are used to separate courses within departments. Course descriptions used in this catalog are those adopted in the Uniform Numbering System and are intended to be equivalent to those courses at the same level at four-year institutions.

ACCOUNTING

ACC 1213 — PRINCIPLES OF ACCOUNTING I — A study of the financial accounting principles that relate to business. The topics to be covered include the accounting cycle, accounting systems and controls for service and merchandising businesses, assets, liabilities, and equity. Three lectures and one hour laboratory. Three semester hours credit.

ACC 1223 — PRINCIPLES OF ACCOUNTING II — (Prerequisite: ACC 1213). A continuation of ACC 1213. The topics to be covered include corporate accounting concepts, managerial account concepts and internal business decision making. Three lectures and one hour lab-oratory. Three semester hours credit.

AGRICULTURE

AGR 2314 — BASIC SOILS — A general course in soils designed to give the student a basic understanding of all important phases of the subject, including soil genesis, morphology, classification, and the physical, chemical and biological aspects of soils as applied to soil fertility. Soil management, including fertilization and liming of soils, is also in-cluded. Three hours lecture. Two hours lab. Four semester hours credit.

AGR 2343 — FOREST MEASUREMENTS — This course is designed to introduce the student to the techniques, instruments and practices of measuring forest inventories and cut-wood products for sales, timber management planning and forest studies. Three semester hours credit Three hours lecture.

ART

ART 1113 — ART APPRECIATION — A course designed to provide an understanding and appreciation of the visual arts. Three semester hours credit.

ART 1313 — DRAWING I — Includes the study of the basic elements and principles of organization in two dimensions and the selection, manipulation and synthesis of these components to create an organized visual expression. Black and white media will be stressed. Three semester hours credit.

ART 1323 — DRAWING II — (Prerequisite: ART 1313) Continuation of rendering skills introduced in Drawing I with emphasis on color, composition and creative expression. Three semester hours credit.

ART 1433 — DESIGN I — To provide students with an understanding of the elements and principles of design to enable development of an informed, intuitive sense as well as a highly informed skills base/methodology involving black and white design problems which apply principles and elements of visual design. Three semester hours credit.

ART 1443 — DESIGN II — To provide students with an understanding of color theory and applications of color so that there begins to be an informed as well as intuitive sense of seeing, mixing, and applying color and light to design problems. Three semester hours credit.

ART 1453 — THREE DIMENSIONAL DESIGN—To provide students with an understanding of spatial form in three dimensions through the use of applied design elements and principles to studio problems in various media. Three semester credit hours.

ART 2513 — PAINTING I — (Prerequisite: ART 1313, 1323, 1433 & 1443) Techniques used in painting media in a variety of subject matter. Three semester credit hours.

ART 2523 — PAINTING II — (Prerequisite: ART 1313, 1323, 1433, 1443 & 2513) Techniques used in painting media in a variety of subject matter. Three semester credit hours.

ART 2713 — ART HISTORY I — A survey course of historical background of art forms from Prehistoric to the Renaissance. Emphasis is on painting, architecture, and sculpture as related to history. Three semester hours credit.

ART 2723 — ART HISTORY II — A survey course of the historical background of art forms from the Renaissance to present special emphasis is on contemporary expressions. Three semester hours credit.

BIOLOGY

BIO 1131 GENERAL BIOLOGY I LAB—A laboratory course for science majors that contains experiments and exercises that reinforce the principles introduced in BIO 1133 General Biology I. One semester hour credit.

BIO 1133 — GENERAL BIOLOGY I — A lecture course for science majors that includes study of the scientific method, chemistry relevant to biological systems, cell structure and physiology, cell processes including photosynthesis and cellular respiration, cell division, genetics, and molecular genetics. Three semester hours credit.

BIO 1141 GENERAL BIOLOGY II LAB — A laboratory course for science majors that contains experiments and exercises that reinforce the principles introduced in BIO 1143 General Biology II. One semester hour credit.

BIO 1143 — GENERAL BIOLOGY II — A lecture course for science majors that reinforces concepts introduced in BIO 1133 General Biology I, while emphasizing the diversity of life. Topics covered include adaptation by natural selection, classification, ecology, detailed consideration of each group of organisms and viruses, study of animals and plants including their basic anatomy and physiology. Three semester hours credit.

BIO 1311 — BOTANY I, LAB — A laboratory course that contains experiments and exercises that reinforce the principles introduced in BIO 1313 Botany I. One semester hour credit.

BIO 1313 — BOTANY I — A lecture course covering the representative groups of the plant kingdom, their anatomy, physiology, taxonomy, and economic importance. Three semester hours credit.

BIO 1321 — BOTANY II, LAB — A laboratory course that contains experiments and exercises that reinforce the principles introduced in BIO 1323 Botany II. One semester hour credit.

BIO 1323 — BOTANY II — A lecture course that emphasizes classification and identification of plants. Pre-requisite: BIO 1313/1311. Three semester hours credit.

BIO 1613 — NUTRITION — A lecture course covering the nutrients required for normal growth and prevention of major chronic disease, and applied to the selection of food for ingestion, the metabolic process of digestion, assimilation, and absorption and their applications for healthcare providers. Three semester hours credit.

BIO 2314 — DENDROLOGY — A combined lecture and laboratory course concerning the taxonomy, morphology, ecology, and identification of woody plants. Labs associated with this course contain experiments and exercises that reinforce the principles introduced in lecture classes. Three hours lecture and two hours lab. Four semester hours.

BIO 2411 — ZOOLOGY I LAB — A laboratory course that contains experiments and exercises that reinforce the principles introduced in BIO 2413 Zoology I. One semester hour credit.

BIO 2413 — ZOOLOGY I — A lecture course that includes in-depth studies of phylogeny and classification systems, protozoa and major invertebrate phyla. Three semester hours credit.

BIO 2421 — ZOOLOGY II LAB — A laboratory course that contains experiments and exercises that reinforce the principles introduced in BIO 2423 Zoology II. One semester hour credit.

BIO 2423 — ZOOLOGY II — A lecture course that includes in-depth studies of animal phyla with emphasis on the vertebrates and animal systems. Three semester hours credit.

BIO 2511 — ANATOMY AND PHYSIOLOGY I LAB — A laboratory course that contains experiments and exercises that reinforce the principles introduced in BIO 2513 Anatomy and Physiology I. One semester hour credit.

BIO 2513 — ANATOMY AND PHYSIOLOGY I —A lecture course that covers the anatomical and physiological study of the human body as an integrated whole. The course includes detailed studies of: biological principles; tissues; and the integumentary, skeletal, muscular and nervous systems. Prerequisite: General Biology (BIO 1133 & 1131 or BIO 1143 & 1141), Zoology (BIO 2413 & 2411 or BIO 2423 & 2421) or General Chemistry (CHE 1213 & 1211), Microbiology (BIO 2923 & 2921) or ACT science score of 18, or prior admittance into either the Associated Degree Nursing Program or Surgical Technology Program at ECCC. Three semester hours credit.

BIO 2521 — ANATOMY AND PHYSIOLOGY II LAB —A laboratory course that contains experiments and exercises that reinforce the principles introduced in BIO 2523 Anatomy and Physiology II. One semester hour credit.

BIO 2523 — ANATOMY AND PHYSIOLOGY II — A lecture course that includes detailed studies of the anatomy and physiology of the human special senses and the endocrine, circulatory, respiratory, digestive, and urinary systems, as well as reproduction and development. Prerequisite: Human Anatomy BIO 2513 & 2511. Three semester hours credit.

BIO 2921 MICROBIOLOBY LAB — Laboratory course devoted to lab safety and gaining hands on experience in the areas of: microscopy, culturing techniques (pure culture and isolation and media preparation), staining techniques, aseptic technique, diagnostic procedures and effectiveness of antimicrobial agents. One semester hour credit.

BIO 2923 — MICROBIOLOGY — A lecture course providing a survey of the microbes (microscopic organisms) with emphasis on those affecting other forms of life, especially man. Three semester hours credit.

BUSINESS ADMINISTRATION

BAD 1113 — INTRODUCTION TO BUSINESS — This course is designed to introduce students to the basic concepts of business. Students receive instruction regarding the current business and economic environment, entrepreneurship, marketing, management, financial management, and business careers. Three semester hours credit.

BAD 1121 — BUSINESS SEMINAR — This course is designed to coordinate the various business-related student activities to the local level. It promotes leadership and professionalism in civic and social functions, and includes student participation, guest speakers, and community service activities. One hour lecture. One semester hour credit.

BAD 2323 — BUSINESS STATISTICS — Introduction to statistical methods of collecting, presenting, analyzing, and interpreting quantitative data for business management and control. Topics include: central tendency and dispersion; probability; binomial, poisson, and normal distributions; estimation and hypothesis test. (Prerequisite: MAT 1313) Three semester hours credit. Three lecture hours.

BAD 2413 — THE LEGAL ENVIRONMENT OF BUSINESS — An introduction to interrelationships of law and society, jurisprudence and business. Topics include and introduction to law, law of contracts, agency, and employment. Three semester hours credit.

BUSINESS AND OFFICE ADMINISTRATION

BOA 1413 — KEYBOARDING — (Beginning Computer Concepts) This course will develop your basic keyboarding skills which will enable you to operate a microcomputer to input and retrieve information. Three semester credit hours.

CHEMISTRY

CHE 1211 — GENERAL CHEMISTRY I LAB — A laboratory course that contains experiments and exercises that reinforce the principles introduced in CHE 1213 General Chemistry I. One semester hour credit.

CHE 1213 — GENERAL CHEMISTRY I — A lecture course that covers atomic and molecular structure, nomenclature and chemical formulas, chemical reactions, mole concept and stoichiometry, bonding, and gases. Co-requisite: MAT 1313 College Algebra. Three semester hours credit.

CHE 1221 — GENERAL CHEMISTRY II LAB — A laboratory course that contains experiments and exercises that reinforce the principles introduced in CHE 1223 General Chemistry II. One semester hour credit.

CHE 1223 — GENERAL CHEMISTRY II— A lecture course that covers solutions, kinetics, equilibria, thermodynamics, acid-base chemistry, and electrochemistry, Prerequisite: satisfactory completion of CHE 1213 & 1211 - General Chemistry I. Three semester hours credit.

CHE 2421— ORGANIC CHEMISTRY I LAB—A laboratory course that acquaints students with important manipulations, and procedures, and the preparation and study of organic compounds being introduced in CHE 2423 Organic Chemistry I. One semester hour credit.

CHE 2423 — ORGANIC CHEMISTRY I — A lecture course that covers carbon chemistry, bonding structure, and behavior, aliphatic compounds, stereochemistry, and reaction mechanisms. Prerequisite: CHE 1223 & 1221- General Chemistry II. Three semester hours credit..

CHE 2431 — ORGANIC CHEMISTRY II LAB — A laboratory course that acquaints students with important manipulations and procedures, as well as the preparation and study of aromatic and complex organic compounds being introduced in CHE 2433 Organic Chemistry II. One semester hour credit.

CHE 2433 — ORGANIC CHEMISTRY II —A lecture course that covers spectroscopy, aromatic compounds, carbonyl compounds and other complex compounds, with emphasis on reactions, reaction mechanisms, and nomenclature. Prerequisite: CHE 2423 & 2421 - Organic Chemistry I. Three semester credit hours.

COMPUTER SCIENCE

CSC 1113 — COMPUTER CONCEPTS — A computer competency course which introduces concepts, terminology, operating systems, electronic communications, and applications.

Concepts are demonstrated and supplemented by hands-on computer use. Three hours lecture with open lab. Three semester hours credit.

CSC 1123 — COMPUTER APPLICATIONS I — Designed to teach computer applications to include: word-processing, electronic spreadsheet, database management, presentation design, and electronic communications with integration of these applications. Three hours lecture with open lab. Three semester hours credit.

CSC 1133– COMPUTER APPLICATIONS II– This course is a continuation of CSC 1123 with concentration on advanced computer applications to include: Web design, OLE, Macros, and emerging technology. Three hours lecture with open lab. Three semester hours credit.

CSC 1213 — VISUAL BASIC PROGRAMMING I — This course is designed to introduce the writing of event-driven programs using the Visual BASIC computer programming language with emphasis on problem solving, documentation, program statements, algorithms, and common routines. Three lecture hours. Three semester hours credit.

CSC 1313— FORTRAN PROGRAMMING — Introduction to digital computers and computer programming using the FORTRAN language.

CSC 2134 — PROGRAMMING I with "C" ++ — Introduction to problem solving methods, algorithm development; designing, debugging, and documentation in C++ language with a variety of applications including" I/O statements, arithmetic, logical, conditional, looping, methods/functions, and array processing.. Prerequisite: previous programming experience or permissions of instructor. Three hour lecture and a required lab component. Four semester hours credit.

CSC 2144 — PROGRAMMING II with "C" ++ — Continued program and algorithm development and analysis; search/sort methods; abstract data types and object-oriented design; designing and debugging larger programs using C++ language. Prerequisite: 2134. Three hour lecture and a required lab component. Four semester hours credit.

CRIMINAL JUSTICE

CRJ 1313 — INTRODUCTION TO CRIMINAL JUSTICE — This course is a general introduction to the history, development, and philosophy of law enforcement in a democratic society and the introduction to agencies involved in the administration of criminal justice and career orientation. Three hours lecture. Three semester hours credit.

CRJ 1323 — POLICE ADMINISTRATION AND ORGANIZATION Internship in an approval criminal justice agency under supervision of the agency concerned and college instructor. Written report required of agency. Three hours lecture. Three semester hours credit.

CRJ 1363 — INTRODUCTION TO CORRECTIONS — An overview of the correctional field; its origins, historical and philosophical background, development, current status, relationship with other facets of the criminal justice system and future prospects. Three hours lecture. Three semester hours credit.

CRJ 2513 — JUVENILE JUSTICE — The role of police in juvenile delinquency and control. Organization, functions, and jurisdiction of juvenile agencies. Processing, detention, and disposition of cases. Statutes and court procedures applied to juveniles. Three hours lecture. Three semester hours credit

ECONOMICS

ECO 2113 — PRINCIPLES OF ECONOMICS (MACROECONOMICS) The study of a nation's economy to include the following topics: supply and demand, production possibilities, monetary and fiscal policies, factors of production, GDP/business cycles and economic growth, circular flow of market economies and international trade. Three lecture hours. Three semester hours credit.

ECO 2123— PRINCIPLES OF ECONOMICS (MICROECONOMICS) — The study of firms, industries and consumers to include the following topics; supply and demand, elasticity of demand and supply, consumer choice theory, production and cost theory and market structures. Three lecture hours. Three semester hours credit.

ENGINEERING

EGR 2413 — ENGINEERING MECHANICS (STATICS) — Equilibrium of point objects and extended objects in two and three dimensions using vector algebra. Distributed forces, structures, friction, and moments of inertia in three dimensions. Prerequisites: MAT 1623 and PHY 2513. Three hours lecture. Three semester hours credit.

EDUCATIONAL PSYCHOLOGY

EPY 2513 — CHILD PSYCHOLOGY — A study of the various aspects of human growth and development during childhood. Topics include physical, psychosocial & cognitive development from conception into emerging adolescence. . Three lectures. Three semester hours credit.

EPY 2523 — ADOLESCENT PSYCHOLOGY — A study of human growth and development during adolescence. This includes physical, cognitive and psychosocial development. Three semester hours credit.

EPY 2533 — HUMAN GROWTH AND DEVELOPMENT — A study of human growth and development from conception through late adulthood, including death and dying. Topics include physical, psychosocial and cognitive development and implications for health professionals and others who work with people. Three lectures. Three semester hours credit.

ENGLISH

ENG 1013 — BEGINNING ENGLISH — ENG 1013 is designed to meet the needs of students whose skills in written communication require some standardization. Emphasis is on Basic English grammar through varied writing assignments with a review of mechanics, sentence patterns, and a correct usage. Required for students with ACT English sub scores of 1-11. Must be taken concurrently with REA 1103 Reading Comprehension I. Three hours per week. Three semester hours credit.

ENG 1023 — INTERMEDIATE ENGLISH— Designed to prepare students for English Composition. Concepts covered include paragraph and essay development with an emphasis on content and structure. Grammar skills related to the writing process are reviewed. Prerequisites: ACT English sub score of 12-14 or successful completion of ENG 1013. Three hours per week. Three semester hours credit.

ENG 1113 — ENGLISH COMPOSITION I — Stresses effective writing through the study of the elements of composition with emphasis on the essay. Prerequisite: ACT English sub score of 15 or higher or successful completion of ENG 1023. Three lecture hours. Three semester hours credit.

ENG 1123 — ENGLISH COMPOSITION II— A continuation of English 1113 with emphasis on essays, critical writing, and research. A research paper is required. Prerequisite: ENG 1113. Three lecture hours. Three semester hours credit.

ENG 1213 and 1223 — HONORS ENGLISH COMPOSITION — Designed to develop the expository writing skills of academically talented students. Emphasizes logical thinking, objective analysis, clear organization and precise writing. Special attention given to critical reading, to written analysis, to using the library, and to documented research writing. Enrollment open to students with a 25 composite and an English score of 27 on the ACT. Six semester hours credit.

ENG 2133 — CREATIVE WRITING — Consent of the instructor is required. Designed to offer experience in writing poetry, short stories, plays, and essays. Prerequisite: ENG 1113

or ACT English sub score of 25 or above. Three lecture hours.. Three semester hours credit.

ENG 2153 — TRADITIONAL GRAMMAR — Primarily for elementary education majors, this course focuses on English fundamentals. Beginning with parts of speech, it covers basic sentences patterns, pronouns, troublesome verbs, subject-verb agreement, spelling, diction, punctuation and mechanics – all the aspects of traditional grammar that the elementary teacher may encounter in teaching language skills for children. Three lecture hours. Three semester hours credit.

ENG 2223 — AMERICAN LITERATURE I — Representative prose and poetry of the United States from colonial beginnings through Emily Dickinson. Prerequisites: ENG 1113, ENG 1123. Three lecture hours. Three semester hours credit.

ENG 2233 — AMERICAN LITERATURE II — Representative prose and poetry of the United States from Samuel Clemens to the present. Prerequisites: ENG 1113, ENG 1123. Three lecture hours. Three semester hours credit.

ENG 2323 — BRITISH LITERATURE I — A survey of British Literature from the Anglo-Saxon Period through the Restoration and Eighteenth Century. Prerequisites: ENG 1113, ENG 1123. Three lecture hours. Three semester hours credit.

ENG 2333 — BRITISH LITERATURE II — A survey of British Literature from the Romantic Period through the Twentieth Century. Prerequisites: ENG 1113, ENG 1123. Three lecture hours. Three semester hours credit.

ENG 2353 — HONORS BRITISH LITERATURE I — Designed for students who have a special interest in English Literature and who have at least a "B" average in ENG 1113 and ENG 1123. A study of English Literature from its beginnings until 1798. An individualized course with attempts to program the study of literature to the student's major interests and skills. Enrollment by invitation. Prerequisites: ENG 1113, ENG 1123. Three lecture hours. Three semester hours credit.

ENG 2363 — HONORS BRITISH LITERATURE II — Designed for students who have a special interest in English Literature and who have at least a "B" average in ENG 1113 and ENG 1123. A study of English Literature from 1798 until the present. An individualized course which attempts to program the study of literature to the student's major interests and skills. Enrollment by invitation. Prerequisites: ENG 1113, ENG 1123. Three lecture hours. Three semester hours credit

ENG 2423 — WORLD LITERATURE I — A survey of world literature from the invention of writing to 1650. Prerequisites: ENG 1113, ENG 1123. Three lecture hours. Three semester hours credit.

ENG 2433 — WORLD LITERATURE II — A survey of world literature from 1650 to 2000. Prerequisites: ENG 1113, ENG 1123. Three lecture hours. Three semester hours credit.

GEOGRAPHY

GEO 1113 — WORLD GEOGRAPHY — A regional survey of the basic geographic features and major new developments of the nations of the world. Three hours lecture. Three semester hours credit.

GEO 1123 — PRINCIPLES OF GEOGRAPHY — A course which deals the basic content of geography, planetary relationships of the earth, interpretation and use of maps, elements of weather and climate, regional distribution of climatic elements and the interrelationship of man's physical and cultural landscapes. Three semester hours credit.

GEOLOGY

GLY 1111 — PHYSICAL GEOLOGY LAB — A laboratory course that contains experiments and exercises that reinforce the principles introduced in GLY 1113 Physical Geology. One semester hour credit.

GLY 1113 — PHYSICAL GEOLOGY — A lecture course in the study of the earth, its materials and the forces acting upon them, and the land forms and their developments. Three lecture hours. Three semester hours credit.

GLY 1121 — HISTORICAL GEOLOGY LAB — A laboratory course that contains experiments and exercises that reinforce the principles introduced in GLY 1123 Historical Geology. One semester hour credit.

GLY 1123 — HISTORICAL GEOLOGY — A lecture course in the study of the earth, its history and development and its life, as revealed by the character and fossil content of rock. Three lecture hours. Three semester hours credit.

HEALTH, PHYSICAL EDUCATION, AND RECREATION

HPR 1131 — VARSITY SPORTS — Participation in football, basketball, baseball, softball, tennis, golf, soccer or cheerleading. One semester hour credit.

HPR 1141 — VARSITY SPORTS — Participation in football, basketball, baseball, softball, tennis, golf, soccer or cheerleading. One semester hour credit.

HPR 1213 — PERSONAL AND COMMUNITY HEALTH — Application of principles and practices of healthful living to the individual and community; major health problems and the mutual responsibilities of home, school, and health agencies. Three lecture hours. Three semester hours credit.

HPR 1313 — INTRODUCTION TO HEALTH, PHYSICAL EDUCATION AND RECREATION — Introduction to the objectives, literature, and organizations of the profession. Analysis of successful teaching with discussion of the responsibilities and opportunity of professional personnel. Orientation of student to opportunities in the field. Three lecture hours. Three semester hours credit.

HPR 1551 — FITNESS AND CONDITIONING TRAINING — This is a laboratory course in physical conditioning. The course includes weight training, aerobics, stretching exercises and general toning. Two hours laboratory. One semester hour credit.

HPR 1561 — FITNESS AND CONDITIONING TRAINING — This is a laboratory course in physical conditioning. The course includes weight training, aerobics, stretching exercises and general toning. Two hours laboratory. One semester hour credit.

HPR 2131 — VARSITY SPORTS — Participation in football, basketball, baseball, softball, tennis, golf, soccer or cheerleading. One semester hour credit.

HPR 2141 — VARSITY SPORTS — Participation in football, basketball, baseball, softball, tennis, golf, soccer or cheerleading. One semester hour credit.

HPR 2213 — FIRST AID — Instruction and practice in methods prescribed in the American Red Cross standard and advanced courses. Three lecture hours. Three semester hours credit..

HPR 2323— RECREATIONAL LEADERSHIP — Planning and leadership techniques for conducting community recreation centers, playgrounds, parks, and school recreation programs. Three lectures. Three semester hours credit. Three lecture hours. Three semester hours credit.

HPR 2423 — FOOBALL THEORY — A theoretical study of football from an offensive and defensive standpoint including the fundamentals of blocking, passing, tackling, charging, punting, generalship, rules and team play. Three lecture hours. Three semester hours credit.

HPR 2433 — BASKETBALL THEORY — A theoretical study of basketball from an offensive and defensive standpoint, including the study of teaching of the fundamentals and team organization. Three lecture hours. Three semester hours credit.

HPR 2443 — ATHLETIC TRAINING & TREATMENT OF INJURIES — A practical study of safety and first aid, taping, bandaging, and use of massage, and the uses of heat, light,

and water in the treatment and prevention of injuries; conditioning of athletes as to diet, rest, work, and proper methods of procedures in training for sports. Three lecture hours. Three semester hours credit.

HPR 2453 — BASEBALL THEORY — A theoretical study of baseball from a coaching standpoint; study of fundamentals and team play; methods of teaching fundamentals; team organization. Three lecture hours. Three semester hours credit.

HPR 2551 — FITNESS AND CONDITIONING TRAINING — This is a laboratory course in physical conditioning. The course includes weight training, aerobics, stretching exercises and general toning. Two hours laboratory. One semester hour credit.

HPR 2561 — FITNESS AND CONDITIONING TRAINING — This is a laboratory course in physical conditioning. The course includes weight training, aerobics, stretching exercises and general toning. Two hours laboratory. One semester hour credit.

HISTORY

HIS 1113 — WESTERN CIVILIZATION I — A general survey of European history from ancient times to the mid-seventeenth century. Recommended for freshman. Three semester hours credit.

HIS 1123 — WESTERN CIVILIZATION II — A general survey of European history since the seventeenth century. Three semester hours credit.

HIS 1163 — WORLD CIVILIZATION I — A general survey of history from ancient times to the 1500s. Three lecture hours. Three semester hours credit.

HIS 1173 — WORLD CIVILIZATION II — A general survey of history from ancient times to the 1500s to modern times. Three lecture hours. Three semester hours credit.

HIS 2213 — AMERICAN (U.S.) HISTORY I — This survey of American (US) history from pre-history through reconstruction. Three lecture hours. Three semester hours credit.

HIS 2223 — AMERICAN (U.S.) HISTORY II — A survey of U.S. history from Reconstruction to the present. Three lecture hours. Three semester hours credit.

HIS 2243 — HONORS AMERICAN (U.S.) HISTORY I — Substitutes for HIS 2213. Survey of political, economic, and social developments to 1877. Special projects and recitations required. Instructor approval required.

HIS 2253 — HONORS AMERICAN (U.S.) HISTORY II — Substitutes for HIS 2223. Continued survey of political, economic, and social developments since 1877. Special projects and recitations required. Instructor approval required.

HOME ECONOMICS

FCS 1233 — PRINCIPLES OF NUTRITION — A study of nutrients required for growth and optimal health emphasizing recommended nutrient intake, food selection, digestion, absorption, transport, metabolism, and function. Three semester hours credit.

FCS 1253 — NUTRITION — This course is a study of nutrients required for normal growth and applied to the selection of food for ingestion, metabolic process of digestion, assimilation and absorption. Three lecture hours. Three semester hours credit.

HONORS

HON 1911 — HONORS COLLOQUIUM I — Selected topics from the Honors Study Topic Program Guide published each year through Phi Theta Kappa International Honor Society. This course includes research, lecture, and discussion. One semester hour credit.

HON 1921 — HONORS COLLOQUIUM II — A continuation of HUM 1911. One semester hour credit.

HON 2911 — HONORS COLLOQUIUM III — Students selected to participate in Scholars Bowl may enroll in this class. One semester hour credit.

HON 2921 — HONORS COLLOQUIUM IV — Students selected to participate in Scholars Bowl may enroll in this class. One semester hour credit.

HUMANITIES

HUM 1113 — HUMANITIES — Deals with the achievements of Western man as reflected in the art, architecture, and customs of selected European countries. This course consists of a tour which culminates in a supervised project to be completed by the student. With the completion of the tour and the project, a student shall earn three semester hours of credit in the humanities.

JOURNALISM

JOU 1111 — COLLEGE PUBLICATIONS I — A laboratory course in college newspaper and yearbook production.

JOU 1121 — COLLEGE PUBLICATIONS II — A continuation of JOU 1111.

JOU 2111 — COLLEGE PUBLICATIONS III — A continuation of JOU 1121.

JOU 2121 — COLLEGE PUBLICATIONS IV — A continuation of JOU 2111.

LEADERSHIP

LEA 1811, 1821, 1831, and 1841 — LEADERSHIP I, II, III, IV — This course is limited to members of the Warrior Corps. Its purpose is to teach leadership skills and give the student a better understanding of the overall operation of the College. Among the leadership skills to be taught are listening skills, time management, salesmanship, and information giving techniques. One semester hour credit.

LIBRARY SCIENCE

LIS 1111 — LIBRARY SCIENCE — This course provides information concerning the development of books and libraries and instruction in and practice with the skills necessary for selecting, locating, and using library materials in a variety of formats. One hour lecture. One semester hour credit.

LEARNING AND LIFESKILLS

LLS 1151 — COLLEGE LIFE — College Life offers group experiences in study skills, career exploration, self-affirmation, and values clarification. This course is designed to assist the first-time student in bonding to the college and to a small group of students. One hour lecture. One semester hour credit.

LLS 1321 — CAREER EXPLORATION — A course designed to assist students in determining career goals. Interest tests and aptitude tests are given to help students determine career choices. One semester hour credit.

LLS 1411 — IMPROVEMENT OF STUDY — This course is designed to aid the student in three basic areas: adjustment to college life, development of good study skills, and the formation of good test-taking skills. One hour lecture. One semester hour credit.

LLS 1423 — COLLEGE STUDY SKILLS — An advanced course in study skills that fosters insight and practice of critical reading skills and study techniques needed for efficient and effective perusal of college level courses, both graduate and undergraduate. Three semester hours credit.

MATHEMATICS

MAT 1203 — BEGINNING ALGEBRA — A course in algebra to include signed numbers, first-degree equations, polynomial products, factors and fractions. Three lecture hours. Three semester hours credit.

MAT 1233 — INTERMEDIATE ALGEBRA — The topics include linear equations and their graphs; inequalities and number line graphs; rational expressions; factoring; exponents; radicals; polynomials. Prerequisites: Successful completion of MAT 1203 OR 14 or higher

on ACT math sub-score OR 12 or higher on ECCC math assessment. Three lecture hours. Three semester hours credit.

MAT 1313 — COLLEGE ALGEBRA — This course includes inequalities; functions; linear and quadratic equations, circles, and their graphs; applications; polynomial and rational functions; logarithmic and exponential functions; systems of equations. Prerequisites: Successful completion of MAT 1233 OR 19 or higher on ACT math sub-score or 20 or higher on ECCC math assessment. Three lecture hours. Three semester hours credit.

MAT 1323 — TRIGONOMETRY — This course includes trigonometric functions and their graphs; functions of composite angles; fundamental relations; trigonometric equations; radian measurement; solutions of right and oblique triangles; inverse trigonometric functions; applications. Prerequisite: MAT 1313 (Can be taken simultaneously.) Three lecture hours. Three semester hours credit.

MAT 1333 — FINITE MATHEMATICS — An introduction to sets,
functions, matrices, linear programming, and probability with applications in business decision making and behavioral sciences. Prere-quisites: MAT 1313. Three lecture hours. Three semester hours credit.

MAT 1343 — PRE-CALCULUS — A review of college algebra and trigonometry in preparation for Calculus I. Topics include functions; solving equations' logarithmic and exponential functions; trigonometric functions; solving trigonometric equations. Prerequisites: ACT math sub score of 19 or above AND successful completion of Algebra I, Algebra II, and Trigonometry in high school. (Only for students whose majors include Calculus I.) Three lecture hours. Three semester hours credit.

MAT 1513 — BUSINESS CALCULUS I — A study of functions, limits, continuity, derivatives, and their applications to business and economics. Prerequisite: MAT 1313. Three lecture hours. Three semester hours credit.

MAT 1613 — CALCULUS I — This course includes the following topics; limits; continuity; the definition of the derivative; differentiation; applications; anti-derivatives. Prerequisites: Successful completion of MAT 1313 AND MAT 1323 OR successful completion of MAT 1343. Three lecture hours. Three semester hours credit.

MAT 1623 — CALCULUS II — This course includes the following topics: the definite integral; differentiation and integration of transcendental functions; techniques of integration; application. Prerequisite: Grade of "C" or better in MAT 1613. Three lecture hours.. Three semester hours credit.

MAT 1723 — THE REAL NUMBER SYSTEM — Designed for elementary and special education majors, this course includes set theory, numeration systems, foundations of number theory, and properties and operations of real numbers. Prerequisite: Grade of "C" or better in MAT 1313. Three lecture hours.. Three semester hours credit.

MAT 1733 — GEOMETRY, MEASUREMENT & PROBABILITY — Designed for elementary and special education majors, this course includes geometric definitions, shapes, and formulas; linear and angular measurements; unit conversions; statistics and probability. Prerequisite: Grade of "C" or better in MAT 1313. Three lecture hours. Three semester hours credit.

MAT 1743 — PROBLEM SOLVING WITH REAL NUMBERS — Designed for elementary and special education majors, this course includes logic, applications of real numbers, probability, and statistics. Prerequisite: Grade of "C" or better in MAT 1723. Three lecture hours. Three semester hours credit.

MAT 2113 — INTRODUCTION TO LINEAR ALGEBRA — This course includes the following topics; systems of linear equations; matrices; Vector spaces; determinants; linear transformation; Eigenvalues and Eigenvectors. Prerequisite: MAT 1623. Three lecture hours. Three semester hours credit.

MAT 2323 — STATISTICS — Introduction to statistical methods of describing, summarizing, comparing, and interpreting data to include probability distributions,

sampling, estimation, confidence intervals, and hypothesis testing. Prerequisite: MAT 1313. Three lecture hours. Three semester hours credit.

MAT 2613 — CALCULUS III — This course includes the following topics; analytical geometry; parametric equation; polar coordinates; improper integrals; infinite series. Prerequisite: Grade of "C" or better in MAT 1623. Three lecture hours. Three semester hours credit

MAT 2623 — CALCULUS IV — This course includes the following topics: partial differentiation; multiple integration; vector calculus; quadric surfaces. Prerequisite: Grade of "C" or better in MAT 2613. Three lecture hours. Three semester hours credit.

MAT 2913 — DIFFERENTIAL EQUATIONS — This course includes the following topics: solutions of first and higher order differential equations; existence theorems; Laplace transforms; application. Prerequisite: Grade of "C" or better in MAT 2613. Three lecture hours. Three semester hours credit

MODERN FOREIGN LANGUAGE

MFL 1213 — ELEMENTARY SPANISH I* — Intended for beginning students and those with not more than one year of high school Spanish. The course seeks to develop the basic language skills: listening, speaking, reading, and writing. Prerequisite: None. Three semester hours credit.

MFL 1223 — ELEMENTARY SPANISH II* — A continuation of MFL 1213. Building on the skills mastered in Elementary Spanish I, this course seeks to develop further communicative competence at the elementary level in the areas of listening, speaking, reading, and writing. Prerequisite: MFL 1213 or one unit of high school Spanish. Three semester hours credit.

MFL 2213 — INTERMEDIATE SPANISH I* — Intended for students who have completed Elementary Spanish II or two years of high school Spanish. This course provides a review and expansion on the communicative skills introduced in MFL 1213 and 1223. Prerequisite: MFL 1223 or two units of high school Spanish. Three semester hours credit.

MFL 2513 - OCCUPATIONAL SPANISH — This course is designed to teach basic oral communication skills for interaction in Spanish in an occupation setting. Specialized variations of this course include: Law Enforcement, Medical and Business. Three semester hours credit.

MFL 2223 — INTERMEDIATE SPANISH II* — A continuation of MFL 2213. Building on the communicative competencies mastered in Intermediate Spanish I, this course focuses on strengthening the listening and speaking skills. It seeks to expand the students' reading and writing skills. Prerequisite: MFL 2213. Three semester hours credit.

MFL 2243 — SPANISH CONVERSATION I — Intended for students who have completed Intermediate Spanish II. The course provides a review and practice of the major problems faced in listening and speaking at an advanced level. Taught primarily in Spanish. Prerequisite: MFL 2223 or consent of the instructor. Three semester hours credit.

MUSIC APPLIED

(Brass, Guitar, Organ, Percussion, Piano, Voice and Woodwinds)

All applied music requires one half-hour lesson per semester hour credit. All students interested in Applied Music are to consult the instructor before scheduling.

MUA 1141 — BRASS FOR NON MAJORS I — Brass instruction for nonbrass/music education majors. Designed to teach the fundamental principles of playing, explore moderate levels of literature and develop the student's interest in playing. One credit hour.

MUA 1151 — BRASS FOR NON MAJORS II — Brass instruction for nonbrass/music education majors. Designed to teach the fundamental principles of playing, explore moderate levels of literature and develop the student's interest in playing. One credit hour.

MUA 1172 — BRASS FOR MUSIC EDUCATION MAJORS I — Brass instruction for music education majors with an emphasis on brass instrumental playing. Designed to teach the fundamental principles of playing, explore moderate to advanced levels of literature, develop the student's interest in playing and strengthen the student's playing ability. Two credit hours.

MUA 1182 — BRASS FOR MUSIC EDUCATION MAJORS II — Brass instruction for music education majors with an emphasis on brass instrumental playing. Designed to teach the fundamental principles of playing, explore moderate to advanced levels of literature, develop the student's interest in playing and strengthen the student's playing ability. Two credit hours.

MUA 1272 — GUITAR FOR MUSIC EDUCATION MAJORS — Guitar instruction for music education majors with guitar as their area of emphasis. Introduction to classical guitar technique, literature and performance of standard literature. One hour lesson per week. Two credit hours.

MUA 1282 — GUITAR FOR MUSIC EDUCATION MAJORS — Guitar instruction for music education majors with guitar as their area of emphasis. Introduction to classical guitar technique, literature and performance of standard literature. One hour lesson per week. Two credit hours.

MUA 1331 — ORGAN FOR NON MUSIC MAJORS I — Private lessons include the fundamental techniques, reading, interpretation, registration, performance. Compositions are selected to suit the individual's background and ability. One credit hour.

MUA 1341—ORGAN FOR NON MUSIC MAJORS I—Private lessons include the fundamental techniques, reading, interpretation, registration, performance. Compositions are selected to suit the individual's background and ability. One credit hour.

MUA 1362—ORGAN FOR MUSIC EDUCATION MAJORS I—Private lessons include the fundamental techniques, reading, interpretation, registration, performance, as well as hymns and service-playing. Compositions are selected to suit the individual's background and ability. Two credit hours.

MUA 1372—ORGAN FOR MUSIC EDUCATION MAJORS II—Private lessons include the fundamental techniques, reading, interpretation, registration, performance, as well as hymns and service-playing. Compositions are selected to suit the individual's background and ability. Two credit hours.

MUA 1411—CLASS PERCUSSION I—Percussion instruction for music majors. Designed to teach the fundamental principles of playing, explore varied levels of literature and develop the student's knowledge of percussion instruction and performance. One credit hour.

MUA 1421—CLASS PERCUSSION II—Percussion instruction for music majors. Designed to teach the fundamental principles of playing, explore varied levels of literature and develop the student's knowledge of percussion instruction and performance. One credit hour.

MUA 1441—PERCUSSION FOR NON MAJORS I—Percussion instruction for non-percussion/music education majors. Designed to teach the fundamental principles of playing, explore moderate levels of literature and develop the student's interest in playing. One credit hour.

MUA 1451—PERCUSSION FOR NON MAJORS II—Percussion instruction for non-percussion/music education majors. Designed to teach the fundamental principles of playing, explore moderate levels of literature and develop the student's interest in playing. One credit hour.

MUA 1472—PERCUSSION FOR MUSIC EDUCATION MAJORS I— Percussion instruction for music education majors with an emphasis on percussion instrumental playing. Designed to teach the fundamental principles of playing, explore moderate to advanced levels of literature and develop the student's interest in playing. Two credit hours.

MUA 1482—PERCUSSION FOR MUSIC EDUCATION MAJORS I— Percussion instruction for music education majors with an emphasis on percussion instrumental playing. Designed to teach the fundamental principles of playing, explore moderate to advanced levels of literature and develop the student's interest in playing. Two credit hours.

MUA 1511—CLASS PIANO I—Class study in keyboard training is designed for students who have had no previous piano instruction. Fundamental are taught, through class participation and discussion, including major and minor scales, chord progressions, harmonization of melodies, open score reading, accompanying, transposition and elementary repertoire. This plan may, upon arrangement with the instructor, include individual instruction. One credit hour.

MUA 1521—CLASS PIANO II—Class study in keyboard training is designed for students who have had no previous piano instruction. Fundamental are taught, through class participation and discussion, including major and minor scales, chord progressions, harmonization of melodies, open score reading, accompanying, transposition and elementary repertoire. This plan may, upon arrangement with the instructor, include individual instruction. One credit hour.

MUA 1541—PIANO FOR NON MAJORS I- Piano instruction for music education majors with piano as a secondary area of emphasis. Introduction to technique, literature, and performance of standard literature. One credit hour.

MUA 1551—PIANO FOR NON MAJORS II- Piano instruction for music education majors with piano as a secondary area of emphasis. Introduction to technique, literature, and performance of standard literature. One credit hour.

MUA 1572—PIANO FOR MUSIC EDUCATION MAJORS I—Private lessons include fundamental techniques, reading, interpretation and performance. Compositions are selected to suite the individual's background and ability. Two credit hours.

MUA 1582—PIANO FOR MUSIC EDUCATION MAJORS II—Private lessons include fundamental techniques, reading, interpretation and performance. Compositions are selected to suite the individual's background and ability. Two credit hours.

MUA 1711—CLASS VOICE I—Class voice is designed to teach the fundamental principles of singing, explore elementary to moderate levels of vocal literature and develop and improve the student's vocal ability in a group setting. One credit hour.

MUA 1721—CLASS VOICE II—Class voice is designed to teach the fundamental principles of singing, explore elementary to moderate levels of vocal literature and develop and improve the student's vocal ability in a group setting. One credit hour.

MUA 1741—VOICE FOR NON MAJORS I—Voice for non-major/music education majors is designed to teach the fundamentals principles of singing, explore moderate levels of vocal literature and develop and improve the student's vocal ability. One credit hour.

MUA 1751—VOICE FOR NON MAJORS II—Voice for non-major/music education majors is designed to teach the fundamentals principles of singing, explore moderate levels of vocal literature and develop and improve the student's vocal ability. One credit hour.

MUA 1772—VOICE FOR MUSIC EDUCATION MAJORS I—Voice for majors is designed to teach the fundamental principles of singing, explore varied vocal repertoire, and develop and improve the student's vocal ability. Two credit hours

MUA 1782—VOICE FOR MUSIC EDUCATION MAJORS II—Voice for majors is designed to teach the fundamental principles of singing, explore varied vocal repertoire, and develop and improve the student's vocal ability. Two credit hours

MUA 1841—WOODWINDS FOR NON MAJORS I—Woodwind instruction for non-woodwind/music education majors. Designed to teach the fundamental principles of playing, explore moderate levels of literature, and develop the student's interest in playing. One credit hour.

MUA 1851—WOODWINDS FOR NON MAJORS II—Woodwind instruction for non-woodwind/music education majors. Designed to teach the fundamental principles of playing, explore moderate levels of literature, and develop the student's interest in playing. One credit hour.

MUA 1872—WOODWINDS FOR MUSIC EDUCATION MAJORS I— Woodwind instruction for music education majors with an emphasis on woodwind instrumental playing. Designed to teach the fundamental principles of playing, explore moderate to advanced levels of literature, develop the student's interest in playing, and strengthen the student's playing ability. Two credit hours.

MUA 1882—WOODWINDS FOR MUSIC EDUCATION MAJORS II— Woodwind instruction for music education majors with an emphasis on woodwind instrumental playing. Designed to teach the fundamental principles of playing, explore moderate to advanced levels of literature, develop the student's interest in playing, and strengthen the student's playing ability. Two credit hours.

MUA 2141—BRASS FOR NON MAJORS III—Brass instruction for nonbrass/music education majors. Designed to teach the fundamental principles of playing, explore moderate levels of literature and develop the student's interest in playing. One credit hour.

MUA 2151 — BRASS FOR NON MAJORS IV—Brass instruction for nonbrass/music education majors. Designed to teach the fundamental principles of playing, explore moderate levels of literature and develop the student's interest in playing. One credit hour.

MUA 2172—BRASS FOR MUSIC EDUCATION MAJORS III—Brass instruction for music education majors with an emphasis on brass instrumental playing. Designed to teach the fundamental principles of playing, explore moderate to advanced levels of literature, develop the student's interest in playing and strengthen the student's playing ability. Two credit hours.

MUA 2182—BRASS FOR MUSIC EDUCATION MAJORS IV—Brass instruction for music education majors with an emphasis on brass instrumental playing. Designed to teach the fundamental principles of playing, explore moderate to advanced levels of literature, develop the student's interest in playing and strengthen the student's playing ability. Two credit hours.

MUA 2272—GUITAR FOR MUSIC EDUCATION MAJORS—Guitar instruction for music education majors with guitar as their area of emphasis. Introduction to classical guitar technique, literature and performance of standard literature. One hour lesson per week. Two credit hours.

MUA 2282—GUITAR FOR MUSIC EDUCATION MAJORS—Guitar instruction for music education majors with guitar as their area of emphasis. Introduction to classical guitar technique, literature and performance of standard literature. One hour lesson per week. Two credit hours.

MUA 2331—ORGAN FOR NON MUSIC MAJORS I—Private lessons include the fundamental techniques, reading, interpretation, registration, performance. Compositions are selected to suit the individual's background and ability. One credit hour.

MUA 2341—ORGAN FOR NON MUSIC MAJORS I—Private lessons include the fundamental techniques, reading, interpretation, registration, performance. Compositions are selected to suit the individual's background and ability. One credit hour.

MUA 2362—ORGAN FOR MUSIC EDUCATION MAJORS III—Private lessons include the fundamental techniques, reading, interpretation, registration, performance, as well as hymns and service-playing. Compositions are selected to suit the individual's background and ability. Two credit hours.

MUA 2372—ORGAN FOR MUSIC EDUCATION MAJORS IV—Private lessons include the fundamental techniques, reading, interpretation, registration, performance, as well as hymns and service-playing. Compositions are selected to suit the individual's background and ability. Two credit hours.

MUA 2411 — CLASS PERCUSSION III — Percussion instruction for music majors. Designed to teach the fundamental principles of playing, explore varied levels of literature and develop the student's knowledge of percussion instruction and performance. One credit hour.

MUA 2421 — CLASS PERCUSSION IV — Percussion instruction for music majors. Designed to teach the fundamental principles of playing, explore varied levels of literature and develop the student's knowledge of percussion instruction and performance. One credit hour.

MUA 2441 — PERCUSSION FOR NON MAJORS III — Percussion instruction for non-percussion/music education majors. Designed to teach the fundamental principles of playing, explore moderate levels of literature and develop the student's interest in playing. One credit hour.

MUA 2451 — PERCUSSION FOR NON MAJORS IV — Percussion instruction for non-percussion/music education majors. Designed to teach the fundamental principles of playing, explore moderate levels of literature and develop the student's interest in playing. One credit hour.

MUA 2472 — PERCUSSION FOR MUSIC EDUCATION MAJORS I — Percussion instruction for music education majors with an emphasis on percussion instrumental playing. Designed to teach the fundamental principles of playing, explore moderate to advanced levels of literature and develop the student's interest in playing. Two credit hours.

MUA 2482 — PERCUSSION FOR MUSIC EDUCATION MAJORS I — Percussion instruction for music education majors with an emphasis on percussion instrumental playing. Designed to teach the fundamental principles of playing, explore moderate to advanced levels of literature and develop the student's interest in playing. Two credit hours.

MUA 2511 — CLASS PIANO III — Class study in keyboard training is designed for students who have had no previous piano instruction. Fundamental are taught, through class participation and discussion, including major and minor scales, chord progressions, harmonization of melodies, open score reading, accompanying, transposition and elementary repertoire. This plan may, upon arrangement with the instructor, include individual instruction. One credit hour.

MUA 2521 — CLASS PIANO IV — Class study in keyboard training is designed for students who have had no previous piano instruction. Fundamental are taught, through class participation and discussion, including major and minor scales, chord progressions, harmonization of melodies, open score reading, accompanying, transposition and elementary repertoire. This plan may, upon arrangement with the instructor, include individual instruction. One credit hour.

MUA 2541 — PIANO FOR NON MAJORS III — Piano instruction for music education majors with piano as a secondary area of emphasis. Introduction to technique, literature, and performance of standard literature. One credit hour.

MUA 2551 — PIANO FOR NON MAJORS IV — Piano instruction for music education majors with piano as a secondary area of emphasis. Introduction to technique, literature, and performance of standard literature. One credit hour.

MUA 2572 — PIANO FOR MUSIC EDUCATION MAJORS III — Private lessons include fundamental techniques, reading, interpretation and performance. Compositions are selected to suite the individual's background and ability. Two credit hours.

MUA 2582 — PIANO FOR MUSIC EDUCATION MAJORS IV — Private lessons include fundamental techniques, reading, interpretation and performance. Compositions are selected to suite the individual's background and ability. Two credit hours.

MUA 2711 — CLASS VOICE III — Class voice is designed to teach the fundamental principles of singing, explore elementary to moderate levels of vocal literature and develop and improve the student's vocal ability in a group setting. One credit hour.

MUA 2721 — CLASS VOICE IV — Class voice is designed to teach the fundamental principles of singing, explore elementary to moderate levels of vocal literature and develop and improve the student's vocal ability in a group setting. One credit hour.

MUA 2741 — VOICE FOR NON MAJORS III — Voice for non-major/ music education majors is designed to teach the fundamentals principles of singing, explore moderate levels of vocal literature and develop and improve the student's vocal ability. One credit hour.

MUA 2751 — VOICE FOR NON MAJORS IV — Voice for non-major/ music education majors is designed to teach the fundamentals principles of singing, explore moderate levels of vocal literature and develop and improve the student's vocal ability. One credit hour.

MUA 2772 — VOICE FOR MUSIC EDUCATION MAJORS III — Voice for majors is designed to teach the fundamental principles of singing, explore varied vocal repertoire, and develop and improve the student's vocal ability. Two credit hours

MUA 2782 — VOICE FOR MUSIC EDUCATION MAJORS IV — Voice for majors is designed to teach the fundamental principles of singing, explore varied vocal repertoire, and develop and improve the student's vocal ability. Two credit hours

MUA 2841—WOODWINDS FOR NON MAJORS III—Woodwind instruction for non-woodwind/music education majors. Designed to teach the fundamental principles of playing, explore moderate levels of literature, and develop the student's interest in playing. One credit hour.

MUA 2851—WOODWINDS FOR NON MAJORS IV—Woodwind instruction for non-woodwind/music education majors. Designed to teach the fundamental principles of playing, explore moderate levels of literature, and develop the student's interest in playing. One credit hour.

MUA 2872—WOODWINDS FOR MUSIC EDUCATION MAJORS III— Woodwind instruction for music education majors with an emphasis on woodwind instrumental playing. Designed to teach the fundamental principles of playing, explore moderate to advanced levels of literature, develop the student's interest in playing, and strengthen the student's playing ability. Two credit hours.

MUA 2882—WOODWINDS FOR MUSIC EDUCATION MAJORS IV— Woodwind instruction for music education majors with an emphasis on woodwind instrumental playing. Designed to teach the fundamental principles of playing, explore moderate to advanced levels of literature, develop the student's interest in playing, and strengthen the student's playing ability. Two credit hours.

MUSIC ORGANIZATIONS

(Marching Band, Centralettes, Concert Band, Jazz Band, Pit Orchestra, Chorus, Collegians)

MUO 1111—BAND I—Designed to teach the fundamental principles of playing, explore varied levels of literature and develop the student's knowledge of performance techniques. One credit hour.

MUO 1121—BAND II—Designed to teach the fundamental principles of playing, explore varied levels of literature and develop the student's knowledge of performance techniques. One credit hour.

MUO 1141— SMALL BAND GROUPS I—Designed to teach the fundamental principles of playing musical instruments, explore varied levels of literature and develop the student's knowledge of performance techniques in small ensembles. One credit hour.

MUO 1151— SMALL BAND GROUPS II—Designed to teach the fundamental principles of playing musical instruments, explore varied levels of literature and develop the student's knowledge of performance techniques in small ensembles. One credit hour.

MUO 1171 — STAGE BAND I — A course designed for members selected from marching band members by audition to perform instrumental music from a variety of style periods. Emphasis on jazz. One credit hour.

MUO 1181 — STAGE BAND II — A course designed for members selected from marching band members by audition to perform instrumental music from a variety of style periods. Emphasis on jazz. One credit hour.

MUO 1211 — CHOIR I — A course for music majors and non-majors focused on performing choral music from a variety of style periods. One credit hour

MUO 1221 — CHOIR II — A course for music majors and non-majors focused on performing choral music from a variety of style periods. One credit hour

MUO 1241 — SMALL SINGING GROUPS I — A course for selected singers focused on performing from one or more genres of music. One credit hour.

MUO 1251 — SMALL SINGING GROUPS II — A course for selected singers focused on performing from one or more genres of music. One credit hour.

MUO 2111 — BAND III — Designed to teach the fundamental principles of playing, explore varied levels of literature and develop the student's knowledge of performance techniques. One credit hour.

MUO 2121 — BAND IV — Designed to teach the fundamental principles of playing, explore varied levels of literature and develop the student's knowledge of performance techniques. One credit hour.

MUO 2141 — SMALL BAND GROUPS III — Designed to teach the fundamental principles of playing musical instruments, explore varied levels of literature and develop the student's knowledge of performance techniques in small ensembles. One credit hour.

MUO 2151 — SMALL BAND GROUPS IV — Designed to teach the fundamental principles of playing musical instruments, explore varied levels of literature and develop the student's knowledge of performance techniques in small ensembles. One credit hour.

MUO 2171 — STAGE BAND III — A course designed for members selected from marching band members by audition to perform instrumental music from a variety of style periods. Emphasis on jazz. One credit hour.

MUO 2181 — STAGE BAND IV — A course designed for members selected from marching band members by audition to perform instrumental music from a variety of style periods. Emphasis on jazz. One credit hour.

MUO 2211—CHOIR III— A course for music majors and non-majors focused on performing choral music from a variety of style periods. One credit hour

MUO 2221 — CHOIR IV — A course for music majors and non-majors focused on performing choral music from a variety of style periods. One credit hour

MUO 2241— SMALL SINGING GROUPS III— A course for selected singers focused on performing from one or more genres of music. One credit hour.

MUO 2251 — SMALL SINGING GROUPS IV —. A course for selected singers focused on performing from one or more genres of music. One credit hour.

MUSIC FOUNDATIONS

(Education, History, Literature and Theory)

MUS 1113 — MUSIC APPRECIATION — Listening course designed to give the student, thorough aural perception, understanding and appreciation of music as a moving force in Western Culture. Three lecture hours. Three semester hours credit.

MUS 1133— FUNDAMENTALS OF MUSIC — Provides the student with basic knowledge of notations, scales, keys, rhythm, intervals, triads, and their inversions. Three lecture hours. Three semester hours credit.

MUS 1214 — MUSIC THEORY I — Study of functional harmony through analysis and part writing, sight-singing, and ear training. Three lecture hours and two hours laboratory. Four semester hours credit.

MUS 1224 — MUSIC THEORY II — Continued study of functional harmony through analysis and part writing, sight-singing, and ear training. Three lecture hours and two hours laboratory. Four semester hours credit.

MUS 1911 — RECITAL CLASS I— Required performance of solo and ensemble literature by students majoring in music. Attendance at a prescribed minimum number of departmentally approved musical performances per semester also required. One credit hour.

MUS 1921 — RECITAL CLASS II—Attendance at a prescribed minimum number of departmentally approved musical performances per semester also required. One credit hour.

MUS 2214 — MUSIC THEORY III — Continued study of functional harmony through analysis and part writing, sight-singing, and ear training. Three lecture hours and two hours laboratory. Four semester hours credit.

MUS 2224 — MUSIC THEORY IV — Continued study of functional harmony through analysis and part writing, sight-singing, and ear training. Three lectures hours and two hours laboratory. Four semester hours credit.

MUS 2313 — MUSIC HISTORY I —Study of Western music beginning in ancient Greece and continuing through the Baroque. Study includes early music, middle ages, Renaissance, Baroque and the various aspects of style analysis as exemplified in the works of the major composers of each period. Three lecture hours. Three semester hours credit.

MUS 2911 — RECITAL CLASS III—Attendance at a prescribed minimum number of departmentally approved musical performances per semester also required. One credit hour.

MUS 2921 — RECITAL CLASS IV—Attendance at a prescribed minimum number of departmentally approved musical performances per semester also required. One credit hour.

BIBLE

PHI 1113 — OLD TESTAMENT SURVEY — A survey of the Hebrew Bible (Old Testament) with regard to its worth as a literary work, along with significant dates, themes, concepts and contributions of it characters to that history and literature. Three lecture hours. Three semester hours credit.

PHI 1133 — NEW TESTAMENT SURVEY — This is a study of the New Testament covering the life of Jesus of Nazareth and the establishment of the early church as presented in the Gospels, Acts, and other New Testament books. Three lecture hours. Three semester hours credit.

PHI 1153 — JESUS AND THE GOSPELS — A study of the life and ministry of Jesus of Nazareth as recorded in the four canonical gospels with specific consideration of the geographical, political, and social conditions of the 1st century and recognition of various early interpretations of the meaning of the life and person of Jesus. Three lecture hours. Three semester hours credit.

PHI 2113 — INTRODUCTION TO PHILOSOPHY — An introduction to the major themes and history of the discipline of Philosophy with an emphasis on the development of critical thinking skills. Three semester hours credit.

PHI 2143 — ETHICS — An introduction to moral philosophy with the investigation of some selected moral problems. Three lecture hours. Three semester hours credit.

PHI 2613 — WORLD RELIGIONS I — Examination of the beliefs and development of Buddhism, Christianity, Hinduism, Islam, Judaism, and other religious traditions. Three lecture hours. Three semester hours credit.

PHYSICS

PHY 2241 — PHYSICAL SCIENCE SURVEY I LAB — A laboratory course that contains experiments and exercises that reinforce the principles introduced in PHY 2243. One credit hour.

PHY 2243 — PHYSICAL SCIENCE SURVEY I — A lecture course that includes studies of measurements and units, electricity, mechanics, heat, sound, light, and astronomy. Three semester credit hours.

PHY 2251 —PHYSICAL SCIENCE SURVEY II LAB — A laboratory course that contains experiments and exercises that reinforce the principles introduced in PHY 2253. One credit hour.

PHY 2253 — PHYSICAL SCIENCE SURVEY II — A lecture course that includes studies of chemistry, geology, and meteorology. Three semester credit hours.

PHY 2411 — GENERAL PHYSICS I LAB — A laboratory course that contains experiments and exercises that reinforce the principles introduced in PHY 2413. One credit hour.

PHY 2413 — GENERAL PHYSICS I — A lecture course covering mechanics, heat, waves, and sound. This is a non-calculus based course primarily for pre-professional majors. Co-requisite: College Trigonometry (MAT 1323) or permission of instructor. Three semester credit hours.

PHY 2421 — GENERAL PHYSICS II LAB — A laboratory course that contains experiments and exercises that reinforce the principles introduced in PHY 2423. One credit hour.

PHY 2423 — GENERAL PHYSICS II — A lecture course covering electricity, magnetism, optics, and modern physics. This is a non-calculus based coursed primarily for pre-professional majors. Prerequisites: General Physics I (PHY 2413). Three semester credit hours

PHY 2511 — GENERAL PHYSICS I-A LAB — A laboratory course that contains experiments and exercises that reinforce the principles introduced in PHY 2513. One credit hour.

PHY 2513 — GENERAL PHYSICS I-A — A lecture course covering mechanics, heat, waves, and sound. This is a calculus based course primarily for students of engineering, science, or mathematics. Prerequisites: MAT 1623 or permission of instructor. Three semester credit hours.

PHY 2521 — GENERAL PHYSICS II-A LAB — A laboratory course that contains experiments and exercises that reinforce the principles introduced in PHY 2523. One credit hour.

PHY 2523 — GENERAL PHYSICS II-A — A lecture course covering electricity, magnetism, optics, and modern physics. This is a continuation of PHY 2513. Pre-requisite PHY 2513. Three semester credit hours

POLITICAL SCIENCE

PSC 1113 — AMERICAN NATIONAL GOVERNMENT — Survey of the organizations, political aspects and basis of national government. Three lecture hours. Three semester credit hours.

PSC 1123 — AMERICAN STATE AND LOCAL GOVERNMENT — The relationship among states, national and local governments. The organization, function, and operation of the three branches with emphasis on the state of Mississippi. Three lecture hours. Three semester credit hours.

PSYCHOLOGY

PSY 1513 — GENERAL PSYCHOLOGY — An introduction to the scientific study of human behavior mental processes. This includes history and theories of psychology, research methods, biological bases of behavior, the principles of learning, personality and abnormal behavior. Three lecture hours. Three semester credit hours.

PSY 2553 — PSYCHOLOGY OF PERSONAL ADJUSTMENT — A course to aid in developing an understanding of the causes and symptoms of emotional maladjustment. Emphasis is placed upon preparing the students to anticipate and deal with their own problems and to improve their understanding of the behavior of others. Prerequisite: PSY 1513. Three semester hours credit.

READING

REA 1103 — READING COMPREHENSION I (Remedial Course) — A laboratory course designed to offer special reading instruction to students deficient in reading skills. Must be taken concurrently with ENG 1013 - Beginning English I. Three semester credit hours.

SOCIOLOGY

SOC 2113 — INTRODUCTION TO SOCIOLOGY — Deals with human relationships. Students will receive a synopsis of the whole field of sociology including the social world, the social and cultural process within this world, and the integration of the processes in relation to the individual, the group, and the institution. Three lecture hours. Three semester credit hours.

SOC 2133 — SOCIAL PROBLEMS — A study of the nature, scope, and effects of the major social problems of today and the theoretical preventive measures to alleviate them. Course includes such problems as unemployment, urbanization, crime, juvenile delinquency, alcoholism, drug addiction, and disaster, family problems include the aged, mentally ill, and retarded. Field trips to more fully acquaint students with social problems. Three lecture hours. Three semester credit hours.

SOC 2143 — MARRIAGE AND FAMILY — A study of the family as a cultural unit, the institution of marriage, the problems of parenthood and of social-economic adjustments to society. Three lecture hours. Three semester credit hours.

SOC 2243 — CULTURAL ANTHROPOLOGY — (Reactivation) The course examines the process of culture and personality development, methods and techniques employed by the anthropologist. Included are studies of primitive cultures, demonstrations of the precision required in archaeological excavation and film interviews with anthropologists. Three lecture hours. Three semester credit hours.

SPEECH AND THEATRE

SPT 1113 — PUBLIC SPEAKING I — Study and practice in making speeches for a variety of public forums. Major emphasis is placed on speech preparation and delivery. Three semester credit hours.

SPT 1213 — FUNDAMENTALS OF THEATRE — A basic course in the management of theatre arts to provide the student with the general knowledge of the collaborative process of mounting and marketing the theatrical production. Three lecture hours. Three semester credit hours.

SPT 1233 — ACTING — An introduction to the training of the voice, body and imagination as the foundations of the work of an actor through the study of acting theory, vocabulary,

theatrical games, mime, monologue, and scene work. Three lecture hours. Three semester credit hours.

SPT 1241 — DRAMA PRODUCTION I — Participation in college drama productions. Required for theater majors. One credit hour

SPT 1251 — DRAMA PRODUCTION II— Participation in college drama productions. Required for theater majors. One credit hour

SPT 2233 — THEATRE APPRECIATION — An introduction of the cultural, historical and social aspects of drama. Class content provides an appreciation of theatre and performance art to develop audiences standards through demonstration of the unique characteristics of theatre. A fine arts elective. Three lecture hours. Three semester credit hours.

SPT 2241 — DRAMA PRODUCTION III — Participation in college drama productions. Required for theater majors. One credit hour

SPT 2251 — DRAMA PRODUCTION IV — Participation in college drama productions. Required for theater majors. One credit hour

WILDLIFE AND FISHERIES

FPW 1313 — INTRODUCTION TO WILDLIFE CONSERVATION — A survey of wildlife and forest conservation, stressing biological principles and management practices for renewable resources. Three lecture hours. Three semester credit hours.

HEALTH-RELATED

ASSOCIATE DEGREE NURSING PROGRAM

NUR 1003—NURSE EXTERNSHIP — This course is designed to enhance the clinical development of nursing students. Students are enrolled in the course of study and may participate as an employee. The externship experience provides the student the opportunity to practice learned skills repetitively, enhance interpersonal skills, and develop organizational skills. The student has the opportunity to choose an area of clinical interest in nursing. The student receives guidance, supervision, and evaluation from a registered nurse preceptor in conjunction with nursing faculty. Prerequisites: NUR 1116, 1103 and NUR 1129. The student will complete 320 clinical employment hours during the eight weeks of employment. Three semester credit hours.

NUR 1103 — PHARMACOLOGY — This course is designed to prepare students for medication administration. Major content areas include basic concepts of pharmacology, groups of therapeutic drugs, drug effects on body systems, human responses to drug therapy, systems of measurement for drugs and calculations for dosages and solutions. Co requisite: NUR 1116. Three semester credit hours.

NUR 1116 — NURSING I — This course focuses on the nurses role in meeting the health needs of society using the nursing process as a problem solving approach. Emphasis is placed on the study and practice of the basic techniques of nursing care and the application of the scientific principles. Prerequisites BIO 2513, BIO 2511 AND BIO 2523, BIO 2521 AND Co requisites NUR 1103, ENG 1113, AND EPY 2533. Four class hours and six clinical hours per week.

NUR 1129 — NURSING II — This course emphasizes critical thinking utilizing the nursing process to care for clients with chronic and acute medical surgical problems. Areas of study include: gastrointestinal, cardiac, and respiratory problems, patients experiencing fluid and electrolyte imbalance, diabetes, surgical nursing, musculoskeletal disorders, gynecological problems and clients experiencing anxiety and depression. Students are introduced to pathophysiology while planning and giving care to clients, with an emphasis on growth and development, nutrition, pharmacology and basic nursing skills. The clinical laboratory experiences are in a variety of settings. Prerequisites: BIO 2513,BIO 2511, BIO 2523,BIO 2521, ENG 1113, EPY 2533, NUR 1118. Six class hours per week, nine hours clinical per week. Nine semester hours credit.

NUR 1148 — NURSING TRANSITION — This course focuses on updating and reinforcing information and skills already learned in a practical nursing program. The course uses a fast track approach to assist the Licensed Practical Nurse to articulate into the second year of the associate of applied science degree in nursing. Only Licensed Practical Nurses with at least one year of clinical experience are eligible for the course. The practical experience, along with competencies from the *Mississippi Curriculum Framework for Practical Nursing* are substituted for the first course of nursing. Prerequisites: BIO 2513, BIO 2511, BIO 2523, BIO2521, BIO 2923, BIO 2921, ENG 1113, ENG 1123, EPY 2533. The eight-hour course includes 6 hours of lecture per week and a total of 20 hours of clinical laboratory. At the successful completion of the course, the student will receive a total of 18 hours of credit.

NUR 2121 — NURSING SEMINAR — This course is designed to promote active participation in national, state, and local student nurse organizations and involvement in community activities. The course consists of monthly meetings where group discussions will be held concerning today's nursing trends. Goals and objectives set by the student nursing association will be carried out by the group. One semester hour credit for four semesters of participation.

NUR 2149 — NURSING III — This course utilizes the nursing process for the development of decision-making skills to care for clients with medical surgical problems and the childbearing family. Areas of study include: cancer, neurological and genitourinary problems, pediatrics, maternal infant nursing. Clinical laboratory experiences include acute care and community settings. Prerequisites: BIO 2513, BIO 2511, BIO 2523, BIO 2521, BIO 2923, BIO 2921, EPY 2533, ENG 1113, ENG 1123, NUR 1118, NUR 1129. Six class hours per week, twelve clinical hours per week. Nine semester credit hours.

NUR 2159 — NURSING IV — This course focuses on skills to plan, coordinate, implement and evaluate nursing care to promote and/or maintain healthy outcomes for clients. The psychopathology underlying altered behavioral responses to unmet needs is explored and utilized as a basis for understanding the rationale for nursing approaches in the clinical setting. Clinical laboratory experiences focus on care of acutely ill clients with complex needs. Areas of study include: management, emergency nursing, and acute medical nursing. Prerequisites: BIO 2513, BIO 2511, BIO 2523, BIO 2521, BIO 2923, BIO 2921, EPY 2533, PSY 1513, ENG 1113, ENG 1123, NUR 1118, NUR 1129, and NUR 2149. An average of five class hours per week, twelve clinical hours per week. Ten semester credit hours.

NUR 2941 — NCLEX REVIEW — A comprehensive, simulated review of the National Council Licensure Examination for Registered Nurses. The lab is intended to assist in the preparation of students for writing the NCLEX-RN® Exam. 0 hours lecture, three hours laboratory. One semester hour credit.

WBL1913, 1923, 2913, & 2923 — WORK-BASED LEARNING — The Work-Based Learning course is designed for students enrolled in vocational-technical programs and employed in parallel workplace environments for a minimum of 15 hours per week. Course content is based upon a model course curriculum, defined workplace requirements, and specific objectives addressing competent workplace performance. Three semester hours credit based upon the total quantity of 270 approved clock hours.

EMERGENCY MEDICAL TECHNICIAN

EMT 1116 — EMERGENCY MEDICAL TECHNICIAN — This introductory course prepares individuals to function in the prehospital environment. The class offers instruction in the basic life support care of sick and/or injured persons. This includes: airway assessment; communications; documentation; general pharmacology; hemorrhage control; ambulance operations; splinting of adult, pediatric and infant patients; and special care of patients exposed to heat, cold, radiation, or contagious disease. Students must spend a minimum of 10 hours in a hospital emergency room and participate in a minimum of five separate ambulance runs. (In the event of numerous applicants to be enrolled in EMT- Basic courses, a priority list has been established: EMS Personnel, Fire Department/Rescue Personnel, Industry Workers, Hospital Emergency Care Personnel, Law Enforcement, Civil Defense Personnel) Prerequisites to enter EMT-Basic Courses: Age of at least 18; Ability to read and write; High school graduate or GED equivalent; Minimum score of 10

on the TABE or 16 on the ACT taken after October, 1989 or 12 taken before October, 1989; Valid CPR certification (course C); Physically fit per physical examination by physician; Hepatitis B vaccination started prior to clinical or ambulance run portion of the class. One hour lecture, six hours lab, and six hours clinical. Six semester credit hours.

EMT/PARAMEDIC TECHNOLOGY

EMT 1122 — FUNDAMENTALS OF PRE-HOSPITAL CARE — This course introduces the student to the EMS systems, roles and responsibilities of the paramedic, well-being of the paramedic, illness and injury prevention, medical/legal issues, therapeutic communications, and life span development. (Prerequisite: BIO 2523, BIO 2521 - Anatomy and Physiology II). One hour lecture. Two hours lab. Two semester credit hours.

EMT 1315 — AIRWAY MANAGEMENT AND VENTILATION — This course will provide the student with the essential knowledge to attain an airway and manage the respiratory system using advanced techniques. (Pre-requisite: EMT 1122 - Fundamentals of Pre-Hospital Care and BIO 2523-BIO 2521- Anatomy and Physiology II). Two hours lecture. Six hours lab. Five semester credit hours.

EMT 1415 — PATIENT ASSESSMENT — This course will teach comprehensive history taking and physical exam techniques. (Pre-requisite: EMT 1122 Fundamentals of Pre-Hospital Care and BIO 2523-BIO 2521- Anatomy and Physiology II). Two hours lecture. Six hours lab. Five semester credit hours.

EMT 1423 — EMS SPECIAL CONSIDERATIONS — This course will provide a comprehensive overview of providing care for the patient with special needs. One hour lecture. Four hours lab. Three semester credit hours.

EMT 1513 — EMS CLINICAL I — This course will provide clinical training on the skills and knowledge obtained in the classroom. This will be a supervised activity carried out in the clinical and field setting at approved sites. (Pre-requisite: EMT 1122-Fundamentals of Pre-Hospital Care and BIO 2523-BIO 2521-Anatomy and Physiology II). Nine hours clinical. Three semester credit hours.

EMT 1523 — EMS CLINICAL II— This course will provide clinical training on the skills and knowledge obtained in the classroom. This will be a supervised activity carried out in the clinical and field setting at approved sites. (Prerequisite: EMT 1513 - EMS Clinical I, EMT 1825, EMT 1613, EMT 2855). Nine hours clinical. Three semester credit hours.

EMT 1613 — PRE-HOSPITAL PHARMACOLOGY — This course will teach comprehensive pharmodynamics and pharmacokinetics. (Prerequisites: All first semester courses). One hour lecture. Six hours lab. Three semester hours credit

EMT 1825 — PRE-HOSPITAL CARDIOLOGY — This course will teach a comprehensive approach to the care of patients with acute and complex cardiovascular compromise. (Prerequisites: All first semester courses). Two hours lecture. Six hours lab. Five semester hours credit.

EMT 2412 — PRE-HOSPITAL OB/GYN — This course will provide a detailed understanding of the anatomic structures, physiology, and pathophysiology encountered when providing care in gynecological and obstetrical emergencies. (Prerequisites: All first semester and second courses). One hour lecture. Two hours lab. Two semester hours credit.

EMT 2423 — PRE-HOSPITAL PEDIATRICS — This course will provide a detailed understanding of the anatomic structures, physiology, and pathophysiology encountered when providing care in pediatric emergencies. (Prerequisites: All first semester courses). One hour lecture. Four hours lab. Three semester hours credit.

EMT 2552 — FIELD CLINICAL I — This course will provide clinical training in the skills and knowledge obtained in the classroom. These will be supervised activities carried out in the out-of-hospital field setting at approved sites with an approved preceptor. (Prerequisites: All first and second semester courses). Six hours clinical. Two semester hours credit.

EMT 2564 — FIELD CLINICAL II— This course will provide advanced clinical training in the skills and knowledge obtained in the classroom with an emphasis on leadership skills. These will be supervised activities carried out in the out-of-hospital field setting at approved sites with an approved preceptor. (Prerequisites: All second semester courses). Twelve hours clinical. Four semester hours credit.

EMT 2714 — PRE-HOSPITAL TRAUMA — This course will provide advanced instruction in the integration of pathophysiological principles and assessment findings to formulate a field impression and implement a treatment plan for a suspected trauma patient. (Prerequisites: All second semester courses). Two hours lecture. Four hours lab. Four semester hours credit.

EMT 2855 — PRE-HOSPITAL MEDICAL CARE — This course will provide a detailed understanding of the anatomic structures, physiology and pathophysiology encountered when providing care in medical emergencies involving pulmonary, allergy and anaphylaxis, gastroenterology, renal urology, and hematology. (Prerequisites: All first semester courses). Two hours lecture. Six hours lab. Five semester hours credit.

EMT 2913 — EMS TEAM MANAGEMENT — This course teaches the leadership skills necessary to manage complex situations including patient care, management of the hazardous and crime scene, supervision, mentoring, and leading other personnel. (Prerequisites: All third semester courses). One hour lecture. Four hours lab. Three semester hours credit.

PRACTICAL NURSING

PNV 1213 — BODY STRUCTURE AND FUNCTION — This course is a study of body structure and function essential to safe and effective nursing care. Each system of the body is covered with applications to nursing. Three hours lecture. Three semester hours credit.

PNV 1426 — FUNDAMENTALS OF NURSING — This course provides the student with the basic knowledge and skills necessary to care for the individual in wellness and illness and is applicable across the life span. Corequisite: This course requires concurrent registration in PNV 1436. It also requires a passing grade in PNV 1426 and PNV 1436 to receive credit for these courses. If a passing grade is not maintained, both courses must be repeated concurrently upon re-admission. Six hour lecture. Six semester hours credit.

PNV 1436 — FUNDAMENTALS OF NURSING LAB/CLINICAL — This course provides demonstration of and supervised practice of the fundamental skills related to practical nursing. Corequisites: Concurrent registration in PNV 1426 is required. A passing grade in PNV 1426 and PNV 1436 is required in order to progress in the practical nursing program. If a passing grade is not maintained, both courses must be repeated concurrently upon re-admission. Nine hours lab, four and one half clinical hours. Six semester hours credit.

PNV 1524 — IV THERAPY CONCEPTS This course is designed to prepare the practical nurse to perform the expanded role of IV therapy as outlined in the Mississippi Nursing Practice Law, Rules, and Regulations. The student, upon completion of the practical nursing program and successful passage of the licensure examination, is eligible to apply for IV certification as outlined in the above mentioned rules and regulations. Prerequisites: All first semester Practical Nursing courses. Three hours lecture, two hours lab. Four semester hours credit.

PNV 1614 — MEDICAL/SURGICAL NURSING — This course provides the student with the basic nursing theory and skills to provide safe and effective care for a client experiencing an alteration in health in systems selected from the following: vascular; respiratory; sensory and integumentary; musculoskeletal; gastrointestinal; blood, lymphatic, and immunosuppressive; urinary; reproductive; endocrine; and neurological. The systems not covered in this course are taught in Alterations in Adult Health (PNV 1634). Pharmacological and nutritional therapy, as well as oncological considerations, for various disorders is included. Prerequisites: All first semester courses. Corequisites:

Concurrent registration in PNV 1622 is required. A passing grade in PNV 1614 and PNV 1622 is required in order to progress in the practical nursing program. If a passing grade is not maintained, both courses must be repeated concurrently upon re-admission. Four hours lecture. Four semester hours credit.

PNV 1622 — MEDICAL/SURGICAL NURSING CLINICAL — This course includes supervised clinical experiences for application of medical/surgical theory, the development of skills, and the use of nursing process. Prerequisites: All first semester courses**.** Corequisites: Concurrent registration in PNV 1614 is required. It also requires a passing grade in PNV 1614 and PNV 1622 in order to progress in the practical nursing program. If a passing grade is not maintained, both courses must be repeated concurrently upon re-admission. Six clinical hours. Two semester hours credit.

PNV 1634 — ALTERATIONS IN ADULT HEALTH — This course provides the student with the basic nursing theory and skills to provide safe and effective care for a client experiencing an alteration in health in systems selected from the following: vascular; respiratory; sensory and integumentary; musculoskeletal; gastrointestinal; blood, lymphatic, and immunosuppressive; urinary; reproductive; endocrine; and neurological. The systems not covered in this course are taught in Medical/ Surgical Nursing (PNV 1614). Pharmacological and nutritional therapy, as well as oncological considerations, for various disorders is included. Prerequisites: All first semester courses. Corequisites: Concurrent registration in PNV 1642 is required. A passing grade in PNV 1634 and PNV 1642 is required in order to progress in the practical nursing program. If a passing grade is not maintained, both courses must be repeated concurrently upon readmission. Four lecture hours. Four semester hours credit.

PNV 1642— ALTERATIONS IN ADULT HEALTH CLINICAL—This course includes supervised clinical experiences for application of medical/surgical theory, the development of skill, and the use of nursing process. Prerequisites: All first semester courses. Corequisites: Concurrent enrollment in PNV 1634 is required. Passing grades in PNV 1634 and PNV 1642 are required in order to progress in the practical nursing program. If passing grades are not maintained, both courses must be repeated concurrently upon re-admission. Six clinical hours. Two semester hours credit.

PNV 1715— MATERNAL-CHILD NURSING—This course provides the student with basic knowledge and skills to provide safe and effective care for clients and families during pregnancy, postpartum, infancy, and childhood. Prerequisites: All first semester PNV courses. Four point seven lecture hours. One clinical hour. Five semester hours credit.

PNV 1813— MENTAL HEALTH CONCEPTS—This course provides an introduction to mental health concepts. Clinical experience will provide application of learned theory. Prerequisites: First semester PNV courses. Two point seven lecture hours. One clinical hour. Three semester hours credit.

PNV 1914 — NURSING TRANSITION— Nursing Transition promotes the development of clinical decision making skills and an interest in continued professional development. Legal aspects of nursing and employment opportunities and responsibilities as well as preparation for the State Board Exam are included. Prerequisites: All first and second semester PNV courses. Two lecture hours. Two lab hours. Three clinical hours. Four semester hours credit.

SURGICAL TECHNOLOGY

SUT 1113 — FUNDAMENTALS OF SURGICAL TECHNOLOGY — Basic introductory course including hospital and surgical suite organization and environment, history, legal responsibilities, terminology, pharmacology, anesthesia, and interpersonal relationships. Three hours lecture. Three semester hours credit.

SUT 1216 — PRINCIPLES OF SURGICAL TECHNIQUE — A comprehensive study of aseptic technique, safe patient care, and surgical techniques. Two hours lecture. Eight hours lab. Six semester hours credit.

SUT 1314 — SURGICAL ANATOMY — Emphasis is placed on structure and function of the human body as related to surgery. Application of the principles of surgical anatomy to participation in clinical experience. Three hours lecture. Two hours lab. Four semester hours credit.

SUT 1413 — SURGICAL MICROBIOLOGY — Introduction to pathogenic microorganisms related to surgery and their effect on wound healing and infection. Includes principles of sterilization and disinfection. Three hours lecture. Three semester hours credit.

SUT 1518 — BASIC AND RELATED SURGICAL PROCEDURES — This course includes instruction in regional anatomy, pathology, instrumentation, and surgical techniques in general, gynecology, obstetrics, urology, and diagnostic procedures. Prerequisites: Introduction to Surgical Technology (SUT 1113), Principles of Surgical Technique (SUT 1216), Surgical Anatomy (SUT 1314), and Surgical Microbiology (SUT 1413). Four hours lecture. Twelve hours clinical. Eight semester hours credit.

SUT 1528 — SPECIALIZED SURGICAL PROCEDURES — This course includes instruction in regional anatomy, pathology, instrumentation, and techniques in surgical specialty areas of ear, nose, and throat; eye; oral and maxillofacial surgery, pediatrics and plastic. This course requires clinical experience in area hospital surgical suite and related departments. Prerequisites: Introduction to Surgical Technology (SUT 1113), Principles of Surgical Technique (SUT 1216), Surgical Anatomy (SUT 1314), and Surgical Microbiology (SUT 1413). Four hours lecture. Twelve hours clinical. Eight semester hours credit.

SUT 1538 — ADVANCED SURGICAL PROCEDURES — Instruction in regional anatomy, pathology, instrumentation, employability skills, and techniques in surgical specialty areas of orthopedics, neurosurgery, thoracic, and cardiovascular surgery. Clinical experience in area hospital surgical suites. Comprehensive final examination. Prerequisites: Basic and Related Surgical Procedures (SUT 1518). Four hours lecture. Twelve hours clinical. Eight semester hours credit.

TECHNICAL

COLLISION REPAIR TECHNOLOGY

ABT 1113 — RESTRAINT SYSTEMS AND INTERIOR TRIM — A course to provide skills and practices in vehicle restraint systems and interior trim. Included are procedures for servicing restraint systems, active or passive, and air bags. Also included are service procedures for trim items such as headliners, seats, carpets, and general safety procedures to follow. One hour lecture, four hours lab. Three semester hours credit.

ABT 1123 — BOLTED UNITS, ASSEMBLIES, AND ELECTRICAL SYSTEMS — A course which provides instruction and practice in the removal and replacement of bolted parts, sub-units, and assemblies. Methods of disassembly and reassembly, part adjustment, alignment, and electrical system service and repair are included in this course. One hour lecture, four hours lab. Three semester hours credit.

ABT 1133 — GLASS AND RELATED HARDWARE INSTALLATION AND SEALING — A course in the removal and replacement of stationary and movable glass. Included are the alignment of movable glass and the repair and alignment or glass mounting hardware. Also included are the sealing and adjustments needed to eliminate water leaks and wind noise. One hour lecture, four hours lab. Three semester hours credit.

ABT 1213 — AUTOMOTIVE BODY WELDING AND CUTTING — A course designed to provide specialized skills and practice in automotive body welding and cutting. Includes instruction in the use of the Gas Metal Arc Welding (GMAW) equipment and Plasma Arc Cutting (PAC) in repairing the high strength steels used in unibody construction. One hour lecture, four hours lab. Three semester hours credit.

ABT 1313 — REFINISHING I — A course to provide skills and practices in vehicle preparation, cleaning, sanding, metal treatment, masking and basic spray applications. Instruction includes determining imperfections in paint films, personal and

environmental safety practices. One hour lecture, four hours lab. Three semester hours credit.

ABT 1324 — REFINISHING II — A continuation of Refinishing I. Included are types of refinish materials and their specific application procedures. Also included are ways to prevent painting problems, solving problems that occur, basic blending for color matching, and basecoat/clear coat applications. One hour lecture, six hours lab. Four semester hours credit.

ABT 1414 — SHEET METAL REPAIR — A course designed to provide instruction and practice in the repair of the sheet metal components of the vehicle body. Includes practice in selecting and applying various methods and tools of the trade used in removing dents and other damage conditions from sheet metal panels. Also included are constructing and installing simple metal patch panels, and making basic repairs. One hour lecture, six hours lab. Four semester hours credit.

ABT 1423 — BODY PANEL AND UPPER STRUCTURAL REPAIR I — A course in the repair and replacement of major body panels and upper body structural components. Instruction will include the use of power equipment, basic anchoring and pulling, non-adjustable panel alignment and attachment (welded and bonded). One hour lecture, four hours lab. Three semester hours credit.

ABT 2333 — REFINISHING III — A continuation of Refinishing II with emphasis on advanced techniques; including HVLP spray systems plastic parts refinishing, color analysis, tinting and matching difficult colors, pin striping, decals, lettering, color sanding, buffing, polishing and detailing. One hour lecture, four hours lab. Three semester hours credit.

ABT 2434 — BODY PANEL AND UPPER STRUCTURAL REPAIR II —A continuation of Body Panel and Upper Structural Repair I. Emphasis will continue to be placed on major panel replacement. Instruction will include rolled-over vehicle repair, structural alignment, roof panel replacement, and the replacement or sectioning of upper structural members. One hour lecture, six hours lab. Four semester hours credit.

ABT 2513 — FRAME AND UNDERBODY STRUCTURAL REPAIR I — An introduction to frame repair. Instruction includes analyzing frame, structural, suspension, and steering damage, and setting up alignment equipment. One hour lecture, four hours lab. Three semester hours credit.

ABT 2524 — FRAME AND UNDERBODY STRUCTURAL REPAIR II — This course continues instruction from Frame and Underbody Structural Repair I. Emphasis is placed on unibody vehicle construction. Included are welding in unibody repair and repairing/replacing/sectioning structural components. Assembly, body repair and paint operations will continue in the lab as part of this course. One hour lecture, six hours lab. Four semester hours credit.

ABT 2613 — FIBERGLASS AND PLASTIC REPAIR — A course designed to provide theory and practice in the repair of fiberglass, plastic, and sheet molded compounds. One hour lecture, four hours lab. Three semester hours credit.

ABT 2714 — COLLISION ANALYSIS AND ESTIMATION — This course covers the complete inspection and analysis of damaged vehicles. It is designed to enable the student to determine the conditions and severity of the damage, the repair or replacement of parts, the estimated repair time, and correct use of reference manuals. Assembly, body repair and paint operations will continue in the lab as part of this course. One hour lecture, six hours lab. Four semester hours credit.

ABT 2814 — SHOP OPERATIONS AND PROCEDURES — An introduction to small business management techniques as applied to the collision repair shop. Includes computerized information and records systems. Also included are financial responsibilities, shop layout, inventory, and employee-employer relations. Students will continue all normal collision repair shop operations in this course and participate in a

supervisory capacity during laboratory times, when possible. One hour lecture. Six hours lab. Four semester hours credit.

CTE 2001 — CPAS PREP — This course will focus on four major areas: reading strategies, understanding key terms, reading diagrams and an extensive review of the CPAS course blueprint. One hour lecture, one semester hour credit.

TECHNICAL ELECTIVE:

ABT 292(1-6) — WORK-BASED LEARNING IN COLLISION REPAIR TECHNOLOGY — This course is a cooperative program between industry and education and is designed to integrate the student's technical studies with industrial experience. Variable credit is awarded on the basis of one semester hour per 45 industrial contact hours (3-18 hour extern ship: 1-6 semester hours credit) Prerequisite: Sophomore standing in Collision Repair Technology.

AUTOMOTIVE TECHNOLOGY

ATT 1124 — BASIC ELECTRICAL/ELECTRON SYSTEMS — This is a course designed to provide advanced skills and knowledge related to all components of the vehicle electrical system including Two hours lecture. Four hours lab. Four semester hours credit.

ATT 1134 — ADVANCED ELECTRICAL/ELECTRONIC SYSTEMS — This is a Course designed to provide advanced skills and knowledge related to all components of the vehicle electrical system including gauges, driver information systems, horn, wiper/wiper systems, and accessories. Two hours lecture Four hours lab. Four semester hours credit.

ATT 1213 — BRAKES — This is a course designed to provide advanced skills and knowledge related to the repair and maintenance of brake systems on automobiles. It includes instruction and practice in diagnosis of braking system problems and the repair of brake systems. Two hours lecture. Two hours lab. Three semester hours credit.

ATT 1314 — MANUAL DRIVE TRAIN/TRANSAXLE — This is a course designed to provide advanced skills and knowledge related to the maintenance and repair of manual transmissions, transaxles and drive train components. It includes instruction in the diagnosis of drive train problems and the repair and maintenance of transmissions, transaxles, clutches, CV joints, differentials and other components. Two hours lecture. Four hours lab. Four semester hours credit.

ATT 1424 — ENGINE PERFORMANCE I — This is a course designed to provide advanced skills and knowledge related to the maintenance and adjustment of gasoline engines for optimum performance. It includes instruction, diagnosis, and correction of problems associated within these areas. Two hours lecture. Four hours lab. Four semester hours credit.

ATT 1715 — ENGINE REPAIR — This is a course designed to provide advanced skills and knowledge related to the repair and rebuilding of automobile type engines. It includes instruction and practice in the diagnosis and repair of engine components including valve trains, blocks, pistons and connecting rods, crankshafts and oil pumps. Two hours lecture. Six hours lab. Five semester hours credit.

ATT 1811 — INTRODUCTION, SAFETY, AND EMPLOYABILITY SKILLS — This is a course designed to provide knowledge of classroom and lab policies and procedures. Safety practices and procedures associated with the automotive program and automotive industry. One hour lecture, one semester hour credit

ATT 2325 — AUTOMATIC TRANSMISSIONS/TRANSAXLES — This is a course designed to provide technical skills and knowledge related to the diagnosis and repair of automotive type automatic transmissions and transaxles. It includes instruction and practice in testing and inspecting these devices and in disassembly, repair, and reassembly. Three hours lecture. Four hours lab. Five semester hours credit.

ATT 2334—STEERING AND SUSPENSION SYSTEMS — This is a course designed to provide advanced skills and knowledge related to the inspection and repair of steering and suspension systems on automobiles. It includes instruction and practice in the

diagnosis of steering system problems and the repair/replacement of steering system components. Two hours lecture. Four hours lab. Four semester hours credit.

ATT 2343 — WHEEL ALIGNMENT — This is a course designed to provide technical skills and knowledge related to the alignment of both front and rear wheels on automobiles. It includes instruction and practice in the inspection, detection, and correction of wheel alignment problems. One hour lecture. Four hours lab. Three semester hours credit.

ATT 2434—ENGINE PERFORMANCE II—This is a course designed to provide advanced skills and knowledge related to the ignition system, fuel, air induction, and exhaust systems. It includes instruction, diagnosis, and correction of problems associated with in these areas. Two hours lecture. Four hours lab. Four semester hours credit.

ATT 2444 — ENGINE PERFORMANCE III — This is a course designed to provide advanced skills and knowledge related to the emissions control systems and engine related service. It includes instruction, diagnosis, and correction of problems associated within these areas. Two hours lecture. Four hours lab. Four semester hours credit.

ATT 2614 — HEATING AND AIR CONDITIONING — This course is designed to provide advanced skills and knowledge associated with the maintenance and repair of automotive heating and air conditioning systems. It includes instruction and practice in the diagnosis and repair of heating and air conditioning system components, and control systems. Two hours lecture. Four hours lab. Four semester hours credit.

CTE 2001 — CPAS PREP — This course will focus on four major areas: reading strategies, understanding key terms, reading diagrams and an extensive review of the CPAS course blueprint. One hour lecture, one semester hour credit.

BUSINESS AND OFFICE TECHNOLOGY

BOT 1013 — INTRODUCTION TO KEYBOARDING — (Prerequisite: None) This course provides an introduction to basic word processing commands and essential skill development using the touch system on the alphabetic keyboard. Course emphasis will be on speed and accuracy when keying documents and timed writings. Three hours lecture. Three semester hours credit.

BOT 1113 — DOCUMENT FORMATTING & PRODUCTION — (Prerequisite: Prior to enrollment in this course, students will be required to key straight-copy material at a minimum of 35 GWPM on a 5-minute timed writing, with a maximum of 1 error per minute OR successfully complete Introduction to Keyboarding (BOT-1013). This course focuses on improving keyboarding techniques using the touch method and on production of documents using word processing functions. Two hours lecture. Two hours lab. Three semester hours credit.

BOT 1123 — KEYBOARD SKILLBUILDING — (Prerequisite: BOT 1113 Document Formatting & Production) This course further develops keyboard techniques emphasizing speed and accuracy. Two hours lecture. Two hours lab. Three semester hours credit.

BOT 1133 — MICROCOMPUTER APPLICATIONS — (Prerequisite: Introduction to Keyboarding BOT-1013 or consent of instructor.) This course will introduce an operating system and word processing, spreadsheet, database management, and presentation software applications. Two hours lecture. Two hours lab. Three semester hours credit.

BOT 1143 — WORD PROCESSING — (Prerequisites: Document Formatting & Production BOT 1113 and Mechanics of Communication BOT 1713, and Microcomputer Applications BOT 1133 or Microcom-puter Applications CSC 1123, or by consent of instructor.) This course focuses on production of documents using word processing functions. Production with accuracy is stressed and practice is given through a variety of documents for skill building. Two hours lecture. Two hours lab. Three semester hours credit.

BOT 1213 — PROFESSIONAL DEVELOPMENT —(Prerequisite: None) This course develops an awareness of interpersonal skills essential for job success. Three hours lecture. Three semester hours credit.

BOT 1313 — APPLIED BUSINESS MATH —(Prerequisite: None) This course is designed to develop competency in mathematics for business use. Ten-key touch method on

electronic desktop calculators is stressed. Three hours lecture. Three semester hours credit.

BOT 1413 — RECORDS MANAGEMENT — (Prerequisite: None) This course focuses on the systems approach to managing recorded information in any form. Emphasis is placed on the three categories into which records generally fall and the treatment of these categories in proper management, storage, and retrieval. Three hours lecture. Three semester hours credit

BOT 1433 — BUSINESS ACCOUNTING — This course is designed to develop an understanding of recording, classifying, and summarizing business transactions and events with insight into interpreting and reporting the resulting effects upon the business. Three hours lecture. Three semester hours credit.

BOT 1513 — MACHINE TRANSCRIPTION — (Prerequisite: BOT 1143 Word Processing) This course is designed to teach transcription of a wide variety of business communications from machine dictation. Two hours lecture. Two hours lab. Three semester hours credit.

BOT 1613 — MEDICAL OFFICE TERMINOLOGY I — This course is a study of medical language relating to the various body systems including diseases, physical conditions, procedures, clinical specialties, and abbreviations. Emphasis is placed on correct spelling and pronunciation. Three hours lecture. Three semester hours credit.

BOT 1623 — MEDICAL OFFICE TERMINOLOGY II — (Prerequisite: BOT 1613) This course presents medical terminology pertaining to human anatomy in the context of body systems. The emphasis is directed toward medical terminology as it relates to medical office. Two hours lecture. Two hours lab. Three semester hours credit.

BOT 1713 — MECHANICS OF COMMUNICATION — This course is designed to develop the basic English competencies necessary for success in the business world. A study of the parts of speech, sentence structure, sentence types, capitalization, punctuation, and spelling is emphasized. Three hours lecture. Three semester hours credit.

BOT 1813 — ELECTRONIC SPREADSHEET — (Prerequisites: BOT 1313 Applied Business Math and BOT-1133 Microcomputer Applications, or CSC 1123 by consent of the instructor). This course focuses on advanced applications of the electronic spreadsheet as an aid to management decision making. Two hours lecture. Two hours lab. Three semester hours credit.

BOT 2133 — DESKTOP PUBLISHING — (Prerequisite: BOT-1143 Word Processing Applications). This course presents graphic design techniques, principles of page layout and design, and electronic publishing terminology and applications to create a variety of documents such as flyers, brochures, newsletters, and business cards using advanced features of word processing. Two hours lecture. Two hours lab. Three semester hours credit.

BOT 2323 — DATABASE MANAGEMENT — (Prerequisites: BOT 1133 Microcomputer Applications or CSC 1123 Microcomputer Applications and BOT 1413 Records Management). This course applies database concepts for designing and manipulating data files and formatting output as complex documents and reports. Two hours lecture. Two hours lab. Three semester hours credit.

BOT 2413 — COMPUTERIZED ACCOUNTING — (Prerequisite: BOT 1433-Business Accounting or ACC1213-Principles of Accounting). This course applies basic accounting principles using a computerized accounting system. Two hours lecture. Two hours lab. Three semester hours credit.

BOT 2523 — MEDICAL MACHINE TRANSCRIPTION I — (Prerequi-sites: BOT 1113-Document Formatting & Production and BOT 1613-Medical Office Terminology I and BOT 1623-Medical Office Terminology II). This course is designed to teach transcription of various medical documents. One hour lecture. Four hours lab. Three semester hours credit.

BOT 2533 — MEDICAL MACHINE TRANSCRIPTION II — (Prere-quisite: BOT 2523-Medical Machine Transcription I). This course is designed to continue teaching

transcription of various medical documents including dictation given by doctors with foreign accents and additional medical specialties. One hour lecture. Four hours lab. Three semester hours credit.

BOT 2643 — CPT CODING — (Prerequisites: BOT 1613-Medical Office Terminology I, BOT 1623-Medical Office Terminology II) This course is an introduction to the field of procedural coding and requirements for insurance reimbursement. Two hours lecture. Two hours lab. Three semester hours credit

BOT 2653 — ICD CODING — (Prerequisites: BOT 1613-Medical Office Terminology I, BOT 1623-Medical Office Terminology II, or consent of instructor) This course is an introduction to the field of diagnostic coding. Two hours lecture. Two hours lab. Three semester hours credit.

BOT 2663 — ADVANCED CODING — (Prerequisites: BOT 2643-CPT Coding, and BOT 2653-ICD Coding). This course includes advanced analysis of diagnostic and procedural coding systems. Two hours lecture. Two hours lab. Three semester hours credit.

BOT 2673 — MEDICAL INSURANCE BILLING — (Prerequisites: BOT 2643-CPT Coding, and BOT 2653-ICD Coding)). This course is a culmination of skills and knowledge of appropriate procedures for generating, processing, and submitting health insurance claims to private and governmental health insurance programs. Two hours lecture. Two hours lab. Three semester hours credit.

BOT 2723 — ADMINISTRATIVE OFFICE PROCEDURES — (Prerequisite: BOT1143-Word Processing) This course will provide comprehensive coverage and integration of business skills and issues, develop critical thinking and problem-solving skills, and establish a foundation in business procedures. Two hours lecture. Two hours lab. Three semester hours credit.

BOT 2743 — MEDICAL OFFICE CONCEPTS — (Prerequisites: BOT 1113 -Document Formatting & Production, and BOT 1413-Records Management) This course will provide coverage and integration of medical office skills and issues using knowledge of medical terminology. Problem solving will be emphasized. Two hours lecture. Two hours lab. Three semester hours credit.

BOT 2753 — MEDICAL INFORMATION MANAGEMENT — (Prerequisite: BOT 2743-Medical Office Concepts). This course will continue coverage of medical office issues with emphasis on health insurance filing. Two hours lecture. Two hours lab. Three semester hours credit.

BOT 2813 — BUSINESS COMMUNICATION — (Prerequisite: BOT 1713- Mechanics of Communication and BOT 1113-Document Formatting and Production or by consent of instructor) This course develops communication skills with emphasis on principles of writing business correspondence and reports and preparing presentations using electronic media. Three hours lecture. Three semester hours credit.

BOT 2823 — COMMUNICATION TECHNOLOGY — (Prerequisite: Word Processing BOT-1143, or by consent of instructor) This course will present an overview of the resources available for communication using current technology. Three semester hours credit. Two hours lecture. Two hours lab.

BOT 2833 — INTEGRATED COMPUTER APPLICATIONS — (Prerequisites: Word Processing-BOT1143, Business Communication BOT-2813, Database Management-BOT2323, Electronic Spreadsheet BOT-1813, or by consent of instructor). This course integrates activities using application software including word processing, database, spreadsheet, graphics, and multimedia. Three semester hours credit. Two hours lecture. Two hours lab.

CTE 2001 — CPAS PREP — This course will focus on four major areas: reading strategies, understanding key terms, reading diagrams and an extensive review of the CPAS course blueprint. One hour lecture, one semester hour credit.

EARLY CHILDHOOD EDUCATION TECHNOLOGY

CDT 1113 — EARLY CHILDHOOD PROFESSION — (Prerequisites: None) This course provides an introduction to the profession of early childhood, types of early childhood programs, and theories of child development. Students are required to observe, assess, and record child behavior through laboratory experience. Room arrangements, software, play, and safety are explored. Two hours lecture. Two hours lab. Three semester hours credit.

CDT 1214 — CHILD DEVELOPMENT I — (Prerequisites: None) This course provides knowledge concerning the care and development of infants and toddlers in group settings. Practice is given in infant and toddler care giving in group settings through classroom laboratory. Three hours lecture. Two hours lab. Four semester hours credit.

CDT 1224 — CHILD DEVELOPMENT II — (Prerequisites: None) The cognitive, physical, emotional and social developmental characteristics of young children (ages 3-8). Three hours lecture. Two hours lab. Four semester hours credit.

CDT 1314 — CREATIVE ARTS FOR YOUNG CHILDREN — (Prerequisites: None) Planning and developing creative arts experiences for the young child. Lab activities with the children are implemented during Student Teaching I & II. Four hours lecture. Four semester hours credit.

CDT 1343 — CHILD HEALTH AND SAFETY — (Prerequisites: None) Health and safety practices in the care and education of young children. Includes health and safety issues such as first aid, CPR, universal precautions, communicable diseases, and child abuse. Three hours lecture. Three semester hours credit.

CDT 1513 — NUTRITION FOR YOUNG CHILDREN — (Prerequisites: None) This course focuses on fundamental principles of child nutrition and the practical application of this knowledge in the selection of balanced diets. Three hours lecture. Three semester hours credit.

CDT 1713 — LANGUAGE AND LITERACY DEVELOPMENT FOR YOUNG CHILDREN — (Prerequisites: None) A study of language development and the implementation of a developmentally appropriate language arts curriculum for young children. Three hours lecture. Three semester hours credit.

CDT 2233 — GUIDING SOCIAL AND EMOTIONAL BEHAVIOR — (Prerequisites: None) Identifying and practicing positive effective techniques in guiding young children's behavior. Lab activities with the children are implemented during Student Teaching I and II. Three hours lecture. Three semester hours credit.

CDT 2413 — ATYPICAL CHILD DEVELOPMENT — (Prerequisites: CDT 1214 - Child Development I, CDT 1224 - Child Development II) This course provides information concerning growth and development, identification, intervention strategies, and management of atypical children. Legal, ethical, and legislative issues will be explored. Family issues will be explored. Two hours lecture. Two hours lab. Three semester hours credit.

CDT 2613 — METHODS AND MATERIALS — (Prerequisites: CDT 1314 Creative Arts for Young Children, CDT 1513 - Nutrition for Young Children) (Co-requisites: CDT 1713 - Language and Literacy Development for Young Children, CDT 2714 - Social Studies, Math, and Science for Young Children.) Appropriate methods and materials for young children in a learning environment. Lab activities with the children are implemented during Technical student teaching I and II. Three hours lecture. Three semester hours credit.

CDT 2714 — SOCIAL STUDIES, MATH, AND SCIENCE FOR YOUNG CHILDREN — (Prerequisites: None) - Planning developmentally appropriate activities in social studies, math, and science for the young child. Lab activities with the children are implemented during Student Teaching I and II. Four hour lecture. Four semester hours credit.

CDT 2813 —ADMINISTRATION OF PROGRAMS FOR YOUNG CHILDREN — (Prerequisites: First three semesters of core courses) Development and administration of programs for young children to include an emphasis on evaluation of policies and

procedures, organizational structure, and management. Three hours lecture. Three semester hours credit.

CDT 2915 — STUDENT TEACHING I — (Prerequisites: CDT 1214-Child Dev. I; CDT 1224 Child Dev. II; CDT 1314 - Creative Arts for Young Children, CDT 1513 - Nutrition for Young Children, CDT 1713 Language and Literacy Development for Young Children, CDT 2613 Methods and Materials.) This course allows advanced early childhood students to implement knowledge and experience in preparing and implementing positive experiences for young children. Completion of the competencies provides opportunities for students to implement experiences planned in the prerequisites and ensures a balance of all curriculum areas. Not all competencies will be achieved at the end of this course due to the variance that exists in the childhood settings used for student experiences. Other student competencies will be achieved and documented by the end of the two-year program of study. Ten hours lab. Five semester hours credit.

CDT 2925 — STUDENT TEACHING II — (Prerequisites: CDT 2233 Guiding Social and Emotional Behavior, CDT 2613 - Methods and Materials, CDT 2714 - Social Studies, Math, and Science, and CDT 2915 Practicum I) (Co requisite: CDT 2813 - Administration of Programs for Young Children and CDT 1343 Child Health & Safety) This course is a continuation of Student I, which allows advanced early childhood students to implement knowledge and experience in preparing and implementing positive experiences for young children. Completion of the competencies provides opportunities for students to implement experiences planned in the prerequisites and ensures a balance of all curriculum areas. All competencies will be achieved and documented by the completion of the two student teaching courses. Ten lab hours. Five semester hours credit.

CTE 2001 — CPAS PREP — This course will focus on four major areas: reading strategies, understanding key terms, reading diagrams and an extensive review of the CPAS course blueprint. One hour lecture, one semester hour credit.

COMPUTER NETWORKING TECHNOLOGY

CNT 1414 — FUNDAMENTALS OF DATA COMMUNICATIONS — This course presents basic concepts of telephony, local area networks, wide area networks, data transmission, and topology methods. Two hours lecture, four hours laboratory, four semester hours credit.

CNT 1513 — WEB DEVELOPMENT CONCEPTS —This course is an introduction to the Internet and its uses in the world of business. It includes basic and advanced features of the Internet, World Wide Web, browers, list servers, and creating web pages. Upon completion of this course, students will be able to create a personalized home page and post it on the Internet, download files using browser and an FTP program, and send e-mail messages. Two hours lecture, two hours laboratory, three semester hours credit.

CNT 1523 — NETWORK COMPONENTS — (Prerequisite: CNT 1414 Fundamentals of Data Communications) - This course presents local area network and wide area network connectivity. It focuses on architectures, topologies, protocols, and transport methods of a network. Two hours lecture, two hours laboratory, three semester credit hours.

CNT 1614 — NETWORKING ADMINISTRATION USING NOVELL — (Co requisite: CNT 1414 Fundamentals of Data Communications, CPT 1333 Operating Platforms) This course focuses on the management of a computer network using the Novell network operating systems. Emphasis will be placed on daily administrative tasks performed by a network administrator. Two hours lecture, two hours laboratory, three semester credit hours.

CNT 1624 — NETWORK ADMINISTRATION USING MICROSOFT SERVER — (Co requisites: CNT 1414 Fundamentals of Data Communications and CPT 1333 Operating Platforms) This course focuses on the management of a computer network using the Microsoft Windows Server network operating system. Emphasis will be placed on daily administrative tasks performed by a network administrator. Two hours lecture, four hours laboratory, four semester credit hours.

CNT 1654 — NETWORK ADMINISTRATION USING LINUX — (Co requisites: CNT 1414 Fundamentals of Data Communication, CPT 1333 Operating Platforms) This course focuses on the management of a computer network using the Linux operating system.

Emphasis is placed on installation, configuration, implementation, and administrative tasks of a functional server. Two hours lecture, four hours laboratory, four semester credit hours.

CNT 2423 — SYSTEM MAINTENANCE — (Prerequisite: CPT 1333 Operating Platforms) This course covers the diagnosis, trouble-shooting and maintenance of computer components. Topics include hardware compatibility, system architecture, memory, input devices, video displays, disk drives, modems, and printers. Two hours lecture, two hours laboratory, three semester credit hours.

CNT 2534 — NETWORK PLANNING AND DESIGN — (Prerequisite: CNT 1614 Network Administration Using Novell; CNT 1624 Network Administration Using Microsoft Server; CNT 1523 Network Components) This course involves applying concepts in planning and designing a functioning network. Emphasis is placed on recognizing the need for a network, conducting analysis, and designing a solution. Two hours lecture, four hours laboratory, four semester credit hours.

CNT 2544 — NETWORK IMPLEMENTATION — (Prerequisite: CNT 2534 Network Planning and Design) This course is the culmination of all concepts learned in the network curriculum. Topics include planning, installation, evaluation, and maintenance of a network solution. Two hours lecture, four hours laboratory, four semester credit hours.

CNT 2553 — NETWORK SECURITY — (Prerequisites: Web Development Concepts CNT 1513; Network Components-CNT 1523) This course provides an Introduction to network and computer security. Topics such as ethics, security policies, legal issues, vulnerability testing tools, firewalls, and operation systems hardening will be discussed. Students will receive a deeper understanding of network operations and protocols through traffic capture and protocol analysis. Two hours lecture, two hours laboratory, three semester credit hours.

CNT 2634 — ADVANCED NETWORK ADMINISTRATION USING NOVELL — (Prerequisite: CNT 1614 Networking Administration Using Novell) This course is a continuation of Network Administration Using Novell. Emphasis is placed on installation, configuration, and implementation of a Novell Network. Two hours lecture, four hours laboratory, four semester credit hours.

CNT 2644 — ADVANCED NETWORK ADMINISTRATION USING MICROSOFT WINDOWS SERVER — (Prerequisites: CNT 1414 Fundamentals of Data Communications, CNT 1624 Network Administration Using Microsoft Server) This course is a continuation of Network Administration Using Microsoft Windows Server. Emphasis is placed on installation, configuration, and implementation of a function server. Two hours lecture, four hours laboratory, four semester credit hours.

CTE 2001 — CPAS PREP — This course will focus on four major areas: reading strategies, understanding key terms, reading diagrams and an extensive review of the CPAS course blueprint. One hour lecture, one semester hour credit.

COMPUTER INFORMATION SYSTEMS TECHNOLOGY

CPT 1144 — PROGRAMMING DEVELOPMENT CONCEPTS — (Prerequisite: Database Design Fundamentals - CPT 1353). This course is an introduction to programming logic and computer systems. Students will gain hands-on experience in the development of computer programs. Three hours lecture. Two hours laboratory. Four semester credit hours.

CPT 1214 — VISUAL BASIC PROGRAMMING LANGUAGE — Introduces the student to object oriented programming and a graphical integrated development environment. Two hours lecture. Four hours laboratory. Four semester credit hours.

CPT 1224 — RPG PROGRAMMING LANGUAGE — (Prerequisite: Programming Development Concepts CPT 1144 or by permission of instructor). This course is designed to introduce the student to the RPG language for the creation of business applications. Two hours lecture. Four hours laboratory. Four semester credit hours.

CPT 1234 — COBOL PROGRAMMING LANGUAGE — (Prerequisite: Programming Development Concepts CPT 1144 or by permission of instructor). This course is designed to introduce the student to the COBOL language in business applications to include arithmetic operations, report editing, control break processing and table processing techniques. Two hours lecture. Four hours laboratory. Four semester credit hours.

CPT 1353 — DATABASE DESIGN FUNDAMENTALS — This course is a study of the design of databases. Additional emphasis is placed on creation, manipulation, extraction, and display of data from existing databases. Two hours lecture. Two hours laboratory. Three semester hours credit.

CPT 1323 — SURVEY OF MICROCOMPUTER APPLICATIONS — (Prerequisite: Operating Platforms CPT 1333) This course will introduce microcomputer operations, Word processing, spreadsheets, and database management. Two hours lecture. Two hours laboratory. Three semester credit hours.

CPT 1333— OPERATION PLATFORMS — This course will provide experience in a variety of operating platforms. Emphasis will be placed on support personnel interaction with the platform to assist users in business environments. Two hour lecture. Two hours laboratory. Three semester hours credit.

CPT 1414 — JAVA PROGRAMMING — (Prerequisite: Operating Platforms CPT 1332) Introduction to the Java Programming language to include sort, loops, arrays, Applets. Two hours lecture. Four hours lab. Four semester hours credit.

CPT 1513 — WEB DEVELOPMENT CONCEPTS — (Prerequisite: Operating Platforms CPT 1333) This course is an introduction to the Internet and its uses in the world of business. It includes basic and advanced features of the Internet, World Wide Web, browsers, list servers, and creating web pages. Upon completion of this course, students will be able to create a personalized home page and post it on the Internet, download files using a browser and an FTP program, and send e-mail messages. Two hour lecture. Two hours lab. Three semester hours credit.

CPT 2133 — CAREER DEVELOPMENT — (Prerequisite: Written Communications Elective). This course provides practical exercises in both the technical and social skills necessary for employment. Interpersonal skills, the job search process, and the importance of high standards of personal and professional relationships are stressed. Two hour lecture. Two hours lab. Three semester hours credit.

CPT 2264 — ADVANCED RPG PROGRAMMING LANGUAGE — (Prerequisite: RPG Programming Language CPT 1224 and/or Programming Development Concepts CPT 1144). This course is a continuation of the RPG programming language. Emphasis is placed on advanced table processing, file maintenance, and interactive programming. Two hours lecture. Four hours lab. Four semester hours credit.

CPT 2274 — ADVANCED COBOL PROGRAMMING — (Prerequisite: COBOL Programming Language CPT 1234) This course is a continuation in the study of COBOL. Emphasis is placed on advanced table processing, file maintenance, and interactive programming. Two hours lecture. Four hours lab. Four semester hours credit.

CPT 2354 — SYSTEMS ANALYSIS AND DESIGN — (Prerequisite: Advanced RPG Programming CPT 2264). This course introduces techniques used in system analysis and design. Emphasis will be placed on the design, development, and implementation of an information system. Two hours lecture. Four hours lab. Four semester hours credit.

CPT 2434 — ADVANCED VISUAL BASIC PROGRAMMING LANGUAGE — (Prerequisite: Visual BASIC Programming Language CPT 1214) This course is a continuation of the Visual BASIC Programming Language. A two hour lecture, 4 hour lab. Four semester hours credit.

CPT 292(1-6) — SUPERVISED WORK EXPERIENCE IN COMPUTER INFORMATION SYSTEMS TECHNOLOGY — A course which is a cooperative program between industry and education and is designed to integrate studies with industrial experience. Variable credit is awarded on the basis of one semester hour per 45 industrial contact hours.

CTE 2001 — CPAS PREP — This course will focus on four major areas: reading strategies, understanding key terms, reading diagrams and an extensive review of the CPAS course blueprint. One hour lecture, one semester hour credit.

CULINARY ARTS TECHNOLOGY

CUT 1114 — CULINARY PRINCIPLES I—Fundamentals of food preparation and cookery emphasizing high standards for preparation of meat, poultry, seafood, vegetables, soups, stocks, sauces, and farinaceous items. Co requisites: Sanitation and Safety (HRT 1213) or by permission of instructor. Two hours lecture, four hours lab. Four semester credit hours.

HRT/CUT 1124 — CULINARY PRINCIPLES II — Advanced study of Culinary Principles I to polish and perfect the techniques of food preparation and cookery emphasizing high standards for preparation of meat, poultry, seafood, vegetables, soups, stocks, sauces, and farinaceous items. Prerequisites: Culinary Principles I (HRT/CUT 1114). Two hours lecture, four hours lab. Four semester credit hours.

CUT 1134 — PRINCIPLES OF BAKING — Fundamentals of baking science, terminology, ingredients, weights and measures, and formula conversion and storage. Students will prepare yeast goods, pies, cakes, cookies, and quick breads; and use and care for equipment. Prerequisites: Culinary Principles I (HRT/CUT 1114). Two hours lecture, four hours lab. Four semester credit hours.

CUT 1513 — GARDE MANGER — This course provides orientation to garnishing, preparation of charcuterie items, cold foods, and buffet presentation. It also explores the various duties of the modern garde manger. Prerequisites: Culinary Principles I (HRT/CUT 1114). One hour lecture, four hour lab. Three semester credit hours.

CTE 2001 — CPAS PREP — This course will focus on four major areas: reading strategies, understanding key terms, reading diagrams and an extensive review of the CPAS course blueprint. One hour lecture, one semester hour credit.

CUT 2223 — MENU PLANNING AND FACILITIES DESIGN — The principles and concepts of menu planning, menu formats, and layout with regard to a wide variety of eating habits and taste of the dining public. Emphasis will be on pricing, menu design, merchandising, tools, nutritional considerations, schedules, and profitability. Effective planning and layout of kitchen and equipment will also be emphasized. Prerequisites: None . Three hours lecture. Three semester credit hours.

CUT 2314 — American Regional Cuisine — Exploration of the American Cuisine concept emphasizing freshness, seasonality, nutrition, indigenous ingredients, and presentation. A thorough study into the cuisine characteristics and traditions of the various regions of the United States of America. (4 sch: 2 hr.lecture, 4 hr. lab)

CUT 2424 — International Cuisine — A study of cuisines of the world. Emphasis is on use of authentic ingredients, methods, and terminology. (4 sch: 2 hr. lecture, 4 hr. lab)

CUT 2243 — Dining Room Management — Management of a restaurant dining room including good housekeeping technique, fine food, and efficient service. Covers French, Russian, American, and English waited table service, limited service, counter, tray, service, and catering. Emphasis will be place on staffing, scheduling, controls and skills required to effectively supervise a dining room operation. (3 sch:1 hr. lecture, 4 hr. lab)

CTE 2001 — CPAS PREP — This course will focus on four major areas: reading strategies, understanding key terms, reading diagrams and an extensive review of the CPAS course blueprint. One hour lecture, one semester hour credit.

DRAFTING AND DESIGN TECHNOLOGY

CTE 2001 — CPAS PREP — This course will focus on four major areas: reading strategies, understanding key terms, reading diagrams and an extensive review of the CPAS course blueprint. One hour lecture, one semester hour credit.

DDT 1114 — FUNDAMENTALS OF DRAFTING — This course is designed to give the drafting major the background needed for all other drafting courses. Emphasis is placed upon maintaining correct techniques while developing speed. Two hours lecture, four hours laboratory. Four semester hours credit.

DDT 1133 — MACHINE DRAFTING I — (Prerequisite: Fundamentals of Drafting.) This course emphasizes methods, techniques and procedure in presenting screws, bolts, rivets, springs, thread types, symbols for welding, materials, finish and heat treatment rotation, working order preparation, routing and other drafting room procedures. One hour lecture, four hours laboratory. Three semester hours credit.

DDT 1153 – DESCRIPTIVE GEOMETRY – (Prerequisite: Fundamentals of Drafting). This course provides the student with theory and practical problems designed to develop the ability to visualize points, lines and surfaces of space. One hour lecture, 4 hours laboratory. Three semester hours credit.

DDT 1213 — CONSTRUCTION MATERIALS — A course designed to familiarize the student with the physical properties of the materials generally used in the erection of structures, with a brief description of their manufacturer. Two hours lecture, two hours laboratory. Three semester hours credit.

DDT 1313 — PRINCIPLES OF CAD — This course will use the CAD system to design and draw various problems in the architectural, mechanical and civil drafting areas. Emphasis will be placed on the operations of the CAD system to solve these problems. Two hours lecture, two hours laboratory. Three semester hours credit.

DDT 1323 — INTERMEDIATE CAD — (Prerequisite: Principles of CAD). This course is designed as a continuation of Principles of CAD. Subject areas will include dimensions, sectional views, and symbols. Two hours lecture, two hours laboratory. Three semester hours credit.

DDT 1413 — ELEMENTARY SURVEYING — A basic course in surveying dealing with the principles of geometry, theory and use of instruments, mathematical calculations, and the control and reduction of errors. One hour lecture, four hours laboratory. Three semester hours credit.

DDT 1613 — ARCHITECTURAL DESIGN I — (Prerequisite: Fundamentals of Drafting). This course includes principles and practices of modern design, requiring working drawings and solutions, typical construction details and specifications for residential construction. One hour lecture, four hours laboratory. Three semester hours credit.

DDT 2163 — MACHINE DRAFTING II — (Prerequisite: Machine Drafting I). A continuation of Machine Drafting I with emphasis on advanced techniques and knowledge employed in the planning of mechanical objects. Includes instruction in the use of tolerance and dimensioning techniques. Two hours lecture, two hours laboratory. Three semester hours credit.

DDT 2233 — STRUCTURAL DRAFTING — (Prerequisite: Fundamentals of Drafting & Principles of CAD). This course will introduce the drafting major to structural sections, terms and conventional abbreviations, and symbols used by structural fabricators and erectors. Knowledge is gained in the use of A.I.S.C. Handbook. Problems are studied that involve structural designing and drawing of beams, columns, connections, trusses and bracing. One hour lecture, four hours laboratory. Three semester hours credit.

DDT 2243 — COST ESTIMATING — This course includes preparation of material lists and quantity surveys from actual working drawings and specifications. Two hours lecture and two hours laboratory. Three semester hours credit.

DDT 2343 — ADVANCED CAD — (Prerequisite: Intermediate CAD). This is an advanced course in the use of CAD software with emphasis on producing drawings. Emphasis is placed on attributes, slide shows, the user coordinate system, 3-D faces, and solid modeling. One hour lecture, four hours laboratory. Three semester hours credit.

DDT 2423 — MAPPING AND TOPOGRAPHY LAB — (Prerequisite: Elementary Surveying and Intermediate CAD). This laboratory setting will allow the drafting major to apply selected drafting techniques to the problem of making maps, traverses, plot plans, plan and profile drawings using maps, field survey data, aerial photographs and related references, materials including symbols, notations, and other applicable standardized materials. Two hours lecture, two hours laboratory. Three semester hours credit.

DDT 2443 — ADVANCED SURVEYING — (Prerequisite: Elementary Surveying) This course provides the student with practical applications in land surveying, methods of boundary locations, and land descriptions in accordance with original surveys and resurveys. One hour lecture, four hours laboratory. Three semester hours credit.

DDT 2623 — ARCHITECTURAL DESIGN II — (Prerequisite: Architectural Design I and Intermediate CAD). This course emphasizes standard procedures and working drawings. Details involving architectural, mechanical, electrical, and structural drawings are covered, along with presentation of drawings and computer aided design assignments. One hour lecture, four hours laboratory. Three semester hours credit.

DDT 2911-2913 — SPECIAL PROJECT (DRAFTING) — (Prerequisite: Consent of Instructor). This course is designed to provide the student with practical application of skills and knowledge gained in other drafting courses. The instructor works closely with the student to insure that the selection of a project will enhance the student's learning experience. Two six hours laboratory. One to three semester hours credit.

TDD 1313 — GRAPHIC COMMUNICATION — This course is a study of the fundamentals of the graphic language used by engineers. Through theory and application, students will develop the visualization and computerized drafting skills necessary for later courses in engineering once employed. One hour lecture, four hours laboratory. Three semester hours credit.

ELECTRICAL TECHNOLOGY

CTE 2001 — CPAS PREP — This course will focus on four major areas: reading strategies, understanding key terms, reading diagrams and an extensive review of the CPAS course blueprint. One hour lecture, one semester hour credit.

ELT 1113 — RESIDENTIAL/LIGHT COMMERCIAL WIRING — (Prerequisite: Fundamentals of Electricity, ELT 1193 or equivalent). A course to provide advanced skills related to the wiring of multi-family and small commercial buildings. Includes instruction and practice in service entrance installation, specialized circuits, and use of commercial raceways. Two hours lecture. Two hours lab. Three semester hours credit.

ELT 1123 — COMMERCIAL AND INDUSTRIAL WIRING — (Prerequisite: Fundamentals of Electricity, ELT 1193 or equivalent). A course to provide instruction and practice in the installation of commercial electrical service including the types and uses of conduits and other raceways. NEC code requirements, and three phase distribution networks. Two hours lecture. Two hours lab. Three semester hours credit.

ELT 1193 — FUNDAMENTALS OF ELECTRICITY — This is a basic course designed to provide fundamental skills associated with all electrical courses. It includes safety, basic tools, special tools, equipment, and introduction to simple AC and DC circuits. Two lecture hour and two lab hours. Three semester hours credit.

ELT 1213 — ELECTRICAL POWER — (Co-requisite: Fundamentals of Electricity, ELT 1193 or equivalent). A course to provide skills related to electrical motors and their installation. Includes instruction and practice in using the different types of motors, transformers and alternators. Two hours lecture. Two hours lab. Three semester hours credit.

ELT 1223 — MOTOR MAINTENANCE AND TROUBLESHOOTING — (Prerequisite: Fundamentals of Electricity ELT 1193 or equivalent). A course to familiarize the students with the principles and practice of electrical motor repair. Includes instruction and practice in the disassembly/assembly and preventive maintenance of common electrical motors. Two hours lecture. Two hours lab. Three semester hours credit.

ELT 1253 — BRANCH CIRCUIT AND SERVICE ENTRANCE CALCULATION — (Prerequisite: Residential/Light Commercial Wiring (ELT 1113) or equivalent). Calculating circuit sizes for all branch circuits and service entrances in residential installation. Two hours lecture. Two hours lab. Three semester hours credit

ELT 1263 — BLUEPRINT READING/PLANNING THE RESIDENTIAL INSTALLATION — This course provides knowledge of architectural symbols and electric symbols needed to read blueprints. All elevations and various plans associated with electrical wiring will be studied. Blank blueprints will be provided and a list of all appliances and their amperage will be supplied. The blanks will be filled with receptacles, switches, and lighting outlets as required by NEC. Circuit layouts for all switching will be demonstrated. All branch circuits will be plotted on the blueprint. Two hours lecture. Two hours lab. Three semester hours credit.

ELT 1273 — SWITCHING CIRCUITS FOR RESIDENTIAL, COMMERCIAL, AND INDUSTRIAL APPLICATION — (Prerequisite: Fundamentals of Electricity ELT 1193 or equivalent). This course is designed to introduce the student to the various methods by which single pole, 3- way, and 4-way switches are used in residential, commercial, and industrial installations. This course also includes the installation and operation of low voltage, remote control switching. Two hours lecture. Two hours lab. Three semester hours credit.

ELT 1413 — MOTOR CONTROL SYSTEMS — (Prerequisite: Fundamentals of Electricity, ELT 1193 or equivalent). A course in the installation of the different motor control circuits and devices. Emphasis is placed on developing student's ability to diagram, wire and troubleshoot the different circuits and mechanical control devices. Two hours lecture. Two hours lab. Three semester hours credit.

ELT 2424 — SOLID STATE MOTOR CONTROL — (Prerequisite: Motor Control Systems, ELT 1413). A course to introduce the students to the principles of solid state motor control. Includes instruction and practice in the design and installation of different solid state devices for motor control. Two hours lecture. Four hours lab. Four semester hours credit.

ELT 2613 — PROGRAMMABLE LOGIC CONTROLLERS — (Prerequisite: Motor Control Systems, ELT 1413 or EET 1324 Microprocessors). A course to provide instruction and practice in the use of programmable logic controllers (PLC's) in modern industrial settings. Includes instruction in the operating principles of PLC's and practice in the programming, installation, and maintenance of PLC's. Three hours lecture. Two hours lab. Three semester hours credit.

ELT 291 (1-3) — SPECIAL PROJECT — (Prerequisite: Consent of Instructor). Practical application of skills and knowledge gained in other electronics or electronics-related technical courses. The instructor works closely with the student to insure that the selection of a project will enhance the student's learning experience. Two to six hours lab. One to three semester hours credit.

ELECTRONIC TECHNOLOGY

CTE 2001 — CPAS PREP — This course will focus on four major areas: reading strategies, understanding key terms, reading diagrams and an extensive review of the CPAS course blueprint. One hour lecture, one semester hour credit.

EET 1114 — DC CIRCUITS — This course is designed to provide the students with the principles and theories associated with DC circuits. This course includes the study of electrical circuits, laws, and formulae and the use of test equipment to analyze DC circuits. Two hours lecture. Four hours lab. Four semester hours credit.

EET 1123 — AC CIRCUITS — (Prerequisite: DC Circuits, EET 1114). This course is designed to provide the student with the principles and theories associated with AC circuits. This course includes the study of electrical circuits, laws and formulae, and the use of test

equipment to analyze AC circuits. Two hours lecture. Two hours lab. Three semester hours credit.

EET 1192 — FUNDAMENTALS OF ELECTRONICS — This course is designed to provide fundamental skills associated with all electronics courses. This course includes safety, bread boarding, use of calculator, test equipment familiarization, soldering, electronic symbols, and terminology. One hour lecture. Two hours lab. Two semester hours credit.

EET 1215 — DIGITAL ELECTRONICS — A course designed to introduce the student to number systems, basic gates and truth tables, logic circuits, latches and flip-flops, counters, registers, memory devices, combination logic circuits, Boolean algebra, and a basic computer system. Four hours lecture. Two hours lab. Five semester hours credit.

EET 1324 — MICROPROCESSORS — (Prerequisite: Digital Electronics EET 1215). A course designed to provide the student with skills and knowledge of microprocessor architecture, data and control functions, operational codes, instruction sets, machine and assembly language, timing, interfacing, and other hardware applications associated with microprocessor systems. Two hours lecture. Four hours lab. Four semester hours credit.

EET 1334 — SOLID STATE DEVICES AND CIRCUITS — (Prerequisite: DC Circuits, EET 1114). A course designed to provide familiarization with state of the art active devices and their applications in the control and manipulation of electricity to make it work for man's benefit. This includes the study of P-N junction and P-N junction devices. Uni-Polar, Bipolar and Hybrid, their circuit applications and troubleshooting with emphasis on low frequency. Two hours lecture. Four hours lab. Four semester hours credit.

EET 1614 — COMPUTER FUNDAMENTALS FOR ELECTRONICS — (Prerequisite: Microprocessors EET 1324)—Basic computer science as used in electrical/electronic area. Computer nomenclature, logic, numbering systems, coding and operating system commands are covered. Detail test equipment description and operation for oscilloscope, function generator, and digital meters. Two hours lecture. Four hours lab. Four semester hours credit.

EET 2335 — LINEAR INTEGRATED CIRCUITS — (Prerequisite: Solid State Devices and Circuits EET 1334). A course designed to provide the student with knowledge and application skills of linear integrated devices. Includes general purpose and dedicated devices. Operational amplifiers, active filters, voltage regulators, timers, VCO's, phase lock loops and other devices will be covered along with their applications. Advanced soldering techniques shall be taught in accordance with industry standards. Two hours lecture. Six hours lab. Five semester hours credit.

EET 2414 — ELECTRONICS COMMUNICATION — (Prerequisite: Microprocessors EET 1324). A course designed to provide the student with the concepts and skills related to analog and digital communications. Includes modulation techniques, transmission, reception, formats, encoding, encryption, protocols, modem etc. Also includes standard interface methods. Two hours lecture. Four hours lab. Four semester hours credit.

CST 2113 — COMPUTER SERVICING LAB I — (Prerequisite: Microprocessors EET 1324) Fundamentals of computer servicing. Includes configuration, test equipment usage, basic disassembly and assembly methods, preliminary tests and diagnostics, schematic interpretation, and building cables. Six hours lab. Three semester hours credit.

CST 2123 — COMPUTER SERVICING LAB II — (Prerequisite: Computer Servicing Lab I CST 2113) Continuation of Computer Servicing Lab I (CST 2113) with increased emphasis on system analysis and diagnosis of board and component failures. Emphasis on laboratory experience with computer repair. Six hours lab. Three semester hours credit.

EET 2911 — SPECIAL PROJECTS — (Prerequisite: Microprocessors EET 1324) This course is designed to provide practical application of skills and knowledge gained in other technical courses. The instructor works closely with the student to insure that the selection of a project will enhance the student's learning experience. Two hours lab. One semester hour credit.

EET 2912 — SPECIAL PROJECTS — (Prerequisite: Microprocessors EET 1324) This course is designed to provide practical application of skills and knowledge gained in other technical courses. The instructor works closely with the student to insure that the selection of a project will enhance the student's learning experience. Four hours lab. Two semester hours credit.

HEATING AND AIR CONDITIONING TECHNOLOGY

ACT 1124 — BASIC COMPRESSION REFRIGERATION — An introduction to the field of refrigeration and air conditioning. Emphasis is placed on the principles of safety, thermodynamics, and heat transfer. Two hours lecture. Four hours lab. Four semester hours credit.

ACT 1133 — TOOLS AND PIPING — Various tools and pipe connection techniques. Covers tools and test equipment required in heating, ventilation, air conditioning and refrigeration. Two hours lecture. Two hours lab. Three semester hours credit.

ACT 1214 — CONTROLS — Fundamentals of gas, fluid, electrical and programmable controls. Two hours lecture. Four hours lab. Three semester hours credit.

ACT 1313 — REFRIGERATION SYSTEM COMPONENTS — An in-depth study of the components and accessories of a sealed system including metering devices, evaporators, compressors and condensers. Two hours lecture. Two hours lab. Three semester hours credit.

ACT 1713 — ELECTRICITY FOR HEATING, VENTILATION, AIR CONDITIONING AND REFRIGERATION — Basic knowledge of electricity power distribution, components, solid state devices and electrical circuits. Two hours lecture. Two hours lab. Three semester hours credit.

ACT 1813 — PROFESSIONAL SERVICES PROCEDURES — Business ethics necessary to work with both the employer and customer. Includes resume, record keeping, and services contracts. Two hour lecture. Two hours lab. Two semester hours credit.

ACT 2324 — COMMERCIAL REFRIGERATION — A study of various commercial refrigeration systems. It includes installation, servicing and maintaining systems. Two hours lecture. Four hours lab. Four semester hours credit.

ACT 2414 — AIR CONDITIONING I — Various types of residential and commercial air conditioning, including hydronic, absorption and desiccant systems. Two hours lecture. Four Hours lab. Four semester hours credit.

ACT 2424 — AIR CONDITIONING II — An in-depth course in the installation, start-up, maintenance and air quality of complete heating and air conditioning systems. Two hours lecture. Four hours lab. Four semester hours credit.

ACT 2433 — REFRIGERANT, RETROFIT AND REGULATIONS — Regulations and standards for new retrofit and government regulations. Includes OSHA regulations, EPA regulations, local and state codes. Two hours lecture. Two hours lab. Three semester hours credit.

ACT 2513 — HEATING SYSTEMS — Various types of residential and commercial heating systems. Includes gas, oil, electric, compression and hydroponic heating systems. Two hours lecture. Two hours lab. Three semester hours credit.

ACT 2624 — HEAT LOAD AND AIR PROPERTIES — Introduction to heat load calculations for residential and light commercial heating, ventilation, air conditioning and refrigeration systems. Included are air distribution, duct sizing selection of grills and register, types of fans, air velocity and fan performance. An introduction is provided to air testing instruments and computer usage. Two hours lecture. Four hours lab. Four semester hours credit.

CTE 2001 — CPAS PREP — This course will focus on four major areas: reading strategies, understanding key terms, reading diagrams and an extensive review of the CPAS course blueprint. One hour lecture, one semester hour credit.

HOTEL AND RESTAURANT MANAGEMENT TECHNOLOGY

CTE 2001 — CPAS PREP — This course will focus on four major areas: reading strategies, understanding key terms, reading diagrams and an extensive review of the CPAS course blueprint. One hour lecture, one semester hour credit.

HRT 1114 — CULINARY PRINCIPLES I — Fundamentals of food preparation and cookery emphasizing high standards for preparation of meat, poultry, seafood, vegetables, soups, stocks, sauces, and farinaceous items. Two hours lecture. Four hours lab. Four semester hours credit.

HRT 1123 — INTRODUCTION TO HOSPITALITY AND TOURISM INDUSTRY — An introduction to the hospitality and tourism industry. Discussions and industry observations to discover the opportunities, trends, problems, and organizations in the field. Three hours lecture. Three semester hours credit.

HRT 1213 — SANITATION AND SAFETY — Basic principles of microbiology, sanitation, and safety for a food service operation. The course studies the implementation of sanitation procedures, cost control, risk reduction standards in a hospitality operation. Two hours lecture. Two hours lab. Three semester hours credit.

HRT 1224 — RESTAURANT AND CATERING OPERATIONS — Principles of organizing and managing a food and beverage operation. Two hours lecture. Four hours lab. Four semester hours credit.

HRT 1413 — ROOMS DIVISION MANAGEMENT — An operational approach to rooms division management in the hospitality industry including front office management and housekeeping operations. Two hours lecture. Two hours lab. Three semester hours credit.

HRT 2233 — FOOD AND BEVERAGE CONTROL — Principles and procedures involved in an effective food and beverage control system, including standards determination, the operating budget, cost-volume profit analysis, income and cost control, menu pricing, labor cost control, and computer applications.. Two hours lecture. Two hours lab. Three semester hours credit

HRT 2323 — HOSPITALITY FACILITIES MANAGEMENT AND DESIGN — Design and manage the physical plant of a hotel or restaurant and work effectively with the engineering and maintenance department. Two hours lecture. Two hours lab. Three semester hours credit.

HRT 2423 — SECURITY MANAGEMENT — Issues surrounding the need for individualized security programs. Examines a variety of security equipment and procedures and discusses internal security for food service and lodging operations. This course provides awareness of the rights and responsibilities that the law grants to or imposes upon a hotelier and consequences of failure to satisfy legal obligations. Two hours lecture. Two hours lab. Three semester hours credit.

HRT 2613 — HOSPITALITY SUPERVISION — Supervisory skills in leadership styles, communication skills, motivational techniques, employee training techniques, and evaluation methods. Two hours lecture. Two hours lab. Three semester hours credit.

HRT 2623 — HOSPITALITY MANAGEMENT — Principles of hospitality human resource management with an emphasis placed on the study of human behavior and human relations in the hospitality industry. Three hours lecture. Three semester hours credit.

HRT 2713 — MARKETING HOSPITALITY SERVICES — This course covers the application of marketing methodologies and terms to the hospitality and tourism industry, the use of

sales techniques for selling to targeted markets, and developing marketing plans for hospitality and tourism operations. Two hours lecture. Two hours lab. Three semester hours credit.

HRT 2853 — CONVENTION AND MEETING PLANNING — Planning, promotion, and management of meetings, conventions, expositions, and events. Three semester hours credit. Two hours lecture. Two hours lab

HRT 2863 — TOURISM PLANNING AND DEVELOPMENT — This course is designed to provide the knowledge to plan and implement the marketing and management of special events and tourism events. Two hours lecture. Two hours lab. Three semester hours credit.

MACHINE TOOL TECHNOLOGY

CTE 2001 — CPAS PREP — This course will focus on four major areas: reading strategies, understanding key terms, reading diagrams and an extensive review of the CPAS course blueprint. One hour lecture, one semester hour credit.

MST 1115 — POWER MACHINERY I — This course provides instruction of general shop safety as well as the operation of power machinery which includes instruction and practice in the safe operation of lathes, power saws, drill presses, and vertical mills. Two hour lecture, six hour lab. Five semester credit hours.

MST 1125 — POWER MACHINERY II — (Prerequisite: Power Machinery I -MST 1115) A continuation of Power Machinery I with emphasis on more advanced applications of lathes, mills, shapers, and precision grinders. Two hours lecture. Six hours lab. Five semester hours credit.

MST 1313 — MACHINE TOOL MATHEMATICS — An applied mathematics course designed for machinists. Includes instruction and practice in algebraic and trigonometric operations. Two hours lecture. Two hours lab. Three semester hours credit.

MST 1413— BLUEPRINT READING — Plans and specifications interpretation designed for machinists. Includes instruction and practice in reading and applying specifications. Two hours lecture. Two hours lab. Three semester hours credit.

MST 1423 — ADVANCED BLUEPRINT READING — (Prerequisite: Blueprint Reading-MST 1413). A continuation of Blueprint Reading with emphasis on advanced feature of plans & specifications. Includes instruction on the identification of various projections and views and on different assembly components. Two hours lecture. Two hours lab. Three semester hours credit.

MST 1613 — PRECISION LAYOUT — Precision layout for machining operations which includes instruction and practice in the use of layout instruments. Two hours lecture. Two hours lab. Three semester hours credit.

MST 2135 — POWER MACHINERY III — (Prerequisite: Power Machinery II, MST 1124). A continuation of the Power Machinery II with emphasis on safety and advanced applications of the engine lathe, milling machine, and grinding machine. Two hours lecture. Six hours lab. Five semester hours credit.

MST 2144 — POWER MACHINERY IV — (Prerequisites: Power Machinery III, MST 2135). A continuation of Power Machinery III with emphasis on highly advanced safety operations of the radial arm drill, milling machine, engine lathe, and precision grinder. Two hours lecture. Four hours lab. Four semester hours credit.

MST 2714 — COMPUTER NUMERICAL CONTROL OPERATIONS I — An introduction of computer numerical control (CNC) and computer assisted manufacturing (CAM) techniques and practices. Includes the use of the Cartesian coordinate system, programming codes and commands and tooling requirements for CNC/CAM machines. Three hours lecture. Two hours lab. Four semester hours credit.

MST 2725 — COMPUTER NUMERICAL CONTROL OPERATIONS II — (Prerequisites: Computer Numerical Control Operations I, MST 2714). A continuation of Computer Numerical Control Operations I. Includes instruction in writing and editing CNC programs, machine setup and operation, and use of CAM equipment to program and operate CNC machines. Two hours lecture. Six hours lab. Five semester hours credit.

MST 2813 — METALLURGY — Safety concepts of metallurgy. Including instruction and practice in metal identification, heat treatment, and hardness testing. Two hours lecture. Two hours lab. Three semester hours credit.

WORK-BASED LEARNING

WBL 1913, 1923, 2913 & 2923 — WORK-BASED LEARNING — The Work-Based Learning course is designed for students enrolled in career-technical programs and employed in parallel workplace environments for a minimum of 15 hours per week. Course content is based upon a model course curriculum, defined workplace requirements, and specific objectives addressing competent workplace performance. Three semester hours credit based upon 270 approved contact hours of work experience.

TECHNICAL EVENING CLASSES

Regular college courses are offered on campus during the day and evenings and off campus in the evening at various locations in the college district including Carthage, Forest, Louisville, Morton, Philadelphia, and the Choctaw Hospitality Institute near Philadelphia. The same instructional standards are maintained and the same tuition and fees apply as stated in the catalog for campus day students.

SPECIAL POPULATIONS SUPPORT SERVICES

The Test of Adult Basic Education (TABE) will be administered to all career students upon entering school. Results from this test will be used to identify students that need help in reading, math and language. Any student needing help in these areas will be assigned to the Special Populations Support Services Center until he/she achieves the functioning level needed to receive full value of the education he/she is pursuing.

The following entrance and exit criteria will be used for technical students:

1. Technical students who are recommended for Beginning Algebra (through the assessment process) will be scheduled for the Support Services program.
2. Technical students who are recommended for Beginning English, Intermediate English or Reading Comprehension, (through the assessment process) will be scheduled for the Support Services program.
3. After completing course requirements and exiting the mathematics portion of the Support Services program, technical students will schedule Beginning Algebra, if needed, or Intermediate Algebra.
4. After completing course requirements and exiting the reading/ language portion of the Support Services program, technical students will schedule Beginning or Intermediate English (as needed) or English Compositition I.

RESIDENTIAL CARPENTRY

CAV 1116 — FOUNDATIONS — Classroom instruction in the different types of foundations used in residential construction. Lay-out and setup of a conventional foundation for a residential dwelling. One hundred eighty clock hours. Two hours lecture. Eight hour lab. Six semester hours.

CAV 1123 — FORMING APPLICATIONS — The study of different types of forms used in residential carpentry. Practical work experience in layout, assembly, and use of forms for concrete structures in residential carpentry. Ninety clock hours. Two hours lecture. Two hours lab. Three semester hours.

CAV 1133 — BLUEPRINT READING — The study of the different plans in a set of house plans and the symbols used in each of them to identify the parts of a structure. Ninety clock hours. Two hours lecture. Two hours lab. Three semester hours.

CAV 1236 — FLOOR & WALL FRAMING — Theory and practical work experience in estimating, cutting, and installing floor and wall framing members. One hundred eight clock hours. Two hours lecture. Eight hour lab. Six semester hours.

CAV 1245 — CEILING & ROOF FRAMING — Theory and practical work experience in estimating materials for ceiling and roof framing members. Hands-on experience in measuring, cutting, and the installation of different types of ceiling and roof framing members. One hundred fifty clock hours. One hour lecture. Eight hours lab. Five semester hours.

CAV 1316 — INTERIOR FINISHING & CABINET MAKING — The study of all areas of interior wall, ceiling and floor finishing and cabinet making. One hundred eighty clock hours. Two hours lecture. Eight hour lab. Six semester hours.

CAV 1413 — ROOFING — Theory and actual work experience in the study of roofing materials. Hands-on experience in the lay-out and installation of roofing. Ninety clock hours. One hour lecture. Four hours lab. Three semester hours.

CAV 1513 — EXTERIOR FINISHING — The study of different types of exterior wall coverings, cornices and eaves. Installation of exterior siding, cornices, and molding. Ninety clock hours. One hour lecture. Four hours lab. Three semester hours.

CAV 2113 — PRINCIPLES OF MULTI-FAMILY & LIGHT COMMERCIAL CONSTRUCTION — The study of apartment, motels, and other commercial buildings and how they are built. Ninety clock hours. Three semester hours.

CAV 2133 — ADVANCED CABINET MAKING — The study of special types of cabinets, cabinet doors, cabinet hardware, and countertops. Ninety clock hours. Three semester hours.

CAV 2313 — ADVANCED INTERIOR FINISHING — Theory and practical work experience in the use of special types of molding, paints, floor coverings and ceiling tiles. Ninety clock hours. Three semester hours.

CAV 2913 - A course to provide students with an opportunity to utilize skills and knowledge gained in other Residential Carpentry Technology courses. The instructor and student work closely together to select a topic and established criteria for completion of the project. Prere-quisites- Sophomore standing in Residential Carpentry Technology or consent of the instructor. Six hour lab, three semester hours.

CTE 2001 — CPAS PREP — This course will focus on four major areas: reading strategies, understanding key terms, reading diagrams and an extensive review of the CPAS course blueprint. One hour lecture, one semester hour credit.

COSMETOLOGY

COV 1122 — COSMETOLOGY ORIENTATION — This course will cover the history, career opportunities, life skills, professional image, Mississippi Cosmetology laws, rules and regulations and communicating for success in the cosmetology industry. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. Two hours lecture. Two semester hours credit.

COV 1245 — COSMETOLOGY SCIENCES I — This course consists of the study of bacteriology, sterilization and sanitation. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. Three hours lecture. Six hours lab. Five semester hours credit.

COV 1255— COSMETOLOGY SCIENCES II — This course consists of the study of anatomy and physiology. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. Three hours lecture. Four hours lab. Five semester hours credit.

COV 1263 — COSMETOLOGY SCIENCES III — This course consists of the application and demonstration of chemistry, and electricity. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. Two hours lecture. Three hours lab. Three semester hours credit.

COV 1426 — HAIR CARE I — This course consists of the study of properties of the hair and scalp; principles of hair design; shampooing, rinsing, and conditioning; haircutting; hairstyling; braiding and braid extensions; wigs and hair enhancements; chemical texture services, and hair coloring. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. Two hours lecture. Twelve hours lab. Six semester hours credit.

COV 1436 — HAIR CARE II — This course consists of the advanced study of properties of the hair and scalp; principles of hair design; shampooing, rinsing, and conditioning; haircutting; hairstyling; braiding and braid extensions; wigs and hair enhancements; chemical texture services, and hair coloring. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. Two hours lecture. Twelve hours lab. Six semester hours credit.

COV 1443 — HAIR CARE III — This course consists of the practical applications of the study of properties of the hair and scalp; principles of hair design; shampooing, rinsing, and conditioning; haircutting; hairstyling; braiding and braid extensions; hair enhancements; chemical texture services, and hair coloring. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. Three semester hours credit. Nine hours lab.

COV 1522 — NAIL CARE I — This course consists of basic nail care services including nail structure and growth, manicuring and pedicuring, and advanced nail techniques. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. One hour lecture. Three hours lab. Two semester hours credit.

COV 1532 — NAIL CARE II — This course consists of basic nail care services including nail structure and growth, manicuring and pedicuring, and advanced nail techniques. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. One hour lecture. Three hours lab. Two semester hours credit.

COV 1542—NAIL CARE III — This course consists of basic nail care services including nail structure and growth, manicuring and pedicuring, and advanced nail techniques. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. Six hours lab. Two semester hours credit.

COV 1622 — SKIN CARE I — This course consists of the introduction to basic skin care services including anatomy of skin, disorders of skin, hair removal, facials, and facial makeup. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. One hour lecture. Three hours lab. Two semester hours credit.

COV 1632— SKIN CARE II — This course consists of basic skin care services including anatomy of skin, disorders of skin, hair removal, facials, and facial makeup. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules,

and regulations involved in cosmetology practices and safety precautions associated with each. One hour lecture. Three hours lab. Two semester credit hours.

COV 1642— SKIN CARE III — This course consists of advanced skin care services including anatomy of skin, disorders of skin, hair removal, facials, and facial makeup. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. Six hours lab. Two semester hours credit.

COV 1722 — SALON BUSINESS I — This course will cover preparing to operate a successful salon. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each.. One hour lecture. Three hours lab. Two semester hours credit

COV 1732 — SALON BUSINESS II— This course will cover operating a successful salon and seeking employment. Included are classroom theory and lab practice as governed by Mississippi cosmetology laws, rules, and regulations involved in cosmetology practices and safety precautions associated with each. One hour lecture. Three hours lab. Two semester hours credit.

COSMETOLOGY TEACHER TRAINING

COV 2816 — COSMETOLOGY TEACHER TRAINING I — (Pre/co requisites: Students must have at least two years of active practical experience as a licensed cosmetologist and currently hold a valid Mississippi cosmetology license.) Instruction will be given in developing appropriate communication skills, effective use of visual aids, identification of various teaching styles, and practical application of cosmetology instruction. Three hours lecture. Nine hours lab. Six semester hours credit.

COV 2826 — COSMETOLOGY TEACHER TRAINING II— (Pre/co requisites: COV 2816 Cosmetology Teacher Training I) Instruction will be given in development of instructional methods, development of visual aids, development of effective evaluation, and practical application of cosmetology instruction. Three hours lecture. Nine hours lab. Six semester hours credit.

COV 2836 — COSMETOLOGY TEACHER TRAINING III — (Pre/co requisite: Cosmetology Teacher Training II COV 2826) Professional application and training includes: Laws Governing Learning Processes, Student Motivation, Student Participation, Student Personalities and Individual Differences, Ninety-nine clock hours. Three lecture hours. Nine hours lab. Three semester hours credit.

COV 2846 — COSMETOLOGY TEACHER TRAINING IV — (Pre/co requisite: COV 2836 Cosmetology Teacher Training III) Instruction will be given in classroom management techniques; cosmetology laws, rules, and regulations; and practical application of cosmetology instruction. Three hours lecture. Nine hours lab. Six semester hours credit.

WELDING AND CUTTING

CTE 2001 — CPAS PREP — This course will focus on four major areas: reading strategies, understanding key terms, reading diagrams and an extensive review of the CPAS course blueprint. One hour lecture, one semester hour credit.

WLV 1116 — SHIELDED METAL ARC WELDING I (SMAW) — This course is designed to teach students welding techniques using E-6010 electrodes. One-hour lecture, 10 hours lab. Six semester hours credit.

WLV 1124 — GAS METAL ARC WELDING (GMAW) — This course is designed to give the student experience in various welding applications with the (GMAW) welder including short-circuiting or pulsed transfer. One hour lecture, 6 hours lab. Four semester hours credit.

WLV 1136 — GAS TUNGSTEN ARC WELDING (GTAW) — This course is designed to give the student experience in various welding applications with the GTAW process. One hour lecture. Ten hours lab. Six semester hours credit.

WLV 1143 — FLUX CORED ARC WELDING (FCAW) — This course is designed to give the student experience using FCAW process. One hour lecture. Four hours lab. Three semester hours credit.

WLV 1171 — WELDING SAFETY INSPECTION AND TESTING PRINCIPLES — This course is designed to give the student experience in safety procedures, inspection and testing of welds. One semester hour credit. Two-hour lab.

WLV 1226 — SHIELDED METAL ARC WELDING II (SMAW) — This course is designed to teach students welding techniques using E-7018 electrodes. One hour lecture. Ten hours lab. Six semester hours credit.

WLV 1232 — DRAWING AND WELDING SYMBOL INTERPRETATION — This course is designed to give the student advanced experience in reading welding symbols and drawings. One hour lecture. Two hours lab. Two semester hours credit.

WLV 1314 — CUTTING PROCESSES — This course is designed to give the student experience in oxyfuel cutting principles and practices, air- carbon cutting and gouging, and plasma arc cutting. Two hour lecture. Four hours lab. Four semester hours credit.

WORK-BASED LEARNING

WBL 1913, WBL 1923, WBL 2913, WBL 2923 — A structured work-site learning experience in which the student, program area teacher, Work- Based Learning Coordinator, and worksite supervisor/mentor develop and implement an educational training agreement. Designed to integrate the student's academic and technical skills into a work environment. Included regular meetings and seminars with school personnel for supplemental instruction and progress reviews. Three to nine hours externship. One to three semester hours.

TRADE, INDUSTRIAL AND TECHNICAL

BLUEPRINT READING — Instructions in fundamentals, lines, views, notes and specifications, dimensions, shapes, abbreviations and symbols, sections, details and assembly, precision instruments. Length of course to be determined by industry.

CARPENTRY I,II, III, & IV — Three hours per evening, two evenings per week for ten weeks. Instruction and practice in the basic skills and technical knowledge in both rough and finish carpentry. Six CEU's.

COMPUTER APPLICATIONS — Three hours per night, one night per week for an established number of consecutive weeks. Instruction and hands-on training sessions for beginners through advanced computer users dealing with MS Office applications. CEU credit is available.

ELECTRICITY I, II, III & IV — Three hours per evening, two evenings per week for ten weeks. Instruction and practice in the electrical trade to include the following areas: use of electrical tools and instruments, basic electricity, residential and commercial wiring, motor testing, controls and related science. Six CEU's.

INDUSTRIAL MAINTENANCE APPRENTICESHIP — Instructions in elements of mechanics, lubrication of drive components, bearings, pumps, piping systems, basic hydraulics, hydraulic trouble-shooting, tools, measurements, trouble-shooting skills, pneumatics, blueprints and schematics. Length of courses determined by requirements to achieve credential per each of 5 levels.

MACHINE SHOP I, II, III & IV — Three hours per evening, two evenings per week for ten weeks. Instruction and practice in machine shop to include the following areas: precision measuring instruments, tools, materials, heat treating, bench work, drilling machines, milling machines, lathes and shaper, jig, boring and girding machines, and abrasive and

cutting fluids. Six CEU's when offered on campus. If offered in industry, length of course is determined by the industry.

PERSONNEL MANAGEMENT — Instructions in the management system, personnel program, staffing the organization, employee potential, behavior management, labor relations, remuneration, security, and management of the future. Length of course to be determined by the industry.

REFRIGERATION, AIR-CONDITIONING & HEATING I, II, III & IV — Three hours per evening, two evenings per week for ten weeks. Instruc-tion and practice in the A-C and refrigeration trade to include the following areas: basic electricity, motors and controls, service tools, fundamentals of refrigeration, compression systems and construction, refrigerants and controls, cabinets, materials, absorption, systems, hermatic units, and commercial refrigeration and heating application. Six CEU's.

SUPERVISORY TRAINING — Instructions in history of company, the art of supervision, planning, organizing, directing and leadership, controlling, decision making, motivation, communication, team work, performance and role playing. Length of course determined by needs of industry.

TRUCK DRIVING — A course of 280 training hours consisting of classroom instruction and practical application of truck driving skills. Successful completion of the course results in the trainee receiving a Class A Commercial Drivers license.

OTHER

CAKE DECORATING — Two hours per night, one night a week for 6 weeks. (1.2 CEU's) Instruction in making icing, frosting, making decorating cones, and equipment, and making the following designs: sweet pea, clown, basket, heart, wedding, bathing suit, doll, etc.

ART YOUTH PROGRAM — The Art for Youth Program is organized under the supervision of the Office of Adult and Continuing Education with a certified art instructor. All classes are held in the ceramics lab of South Campus located at East Central Community College in Decatur, MS. The classes will consist of a variety of art activities modified for all levels of artistic ability. Activities will include ceramics, drawing, painting, and work in three-dimensional drawing. Students ages 7-17 may enroll in the program. Youth ages 7-11 will meet from 6:00 to 7:00 p.m. while youth ages 12-17 will meet from 7:00 until 8:00 p.m. Classes will meet only on Tuesday nights. The maximum number of students allowed in each class will be 12. The Art for Youth Program is an open entry-open exit type of program. A student may enroll or may exit the program at any time

AUTO MECHANICS (carburetor and electrical) — Three hours per evening for two evenings per week. Instructions in fuel system, fuels, types of carburetors, types of fuel pumps, air cleaners and manifolds. Electrical system-magnetism and electricity, generators, ignitions, lighting, schematics and diagram reading and symbols. Six CEU's.

VOLUNTEER FIREMANSHIP — Two and one-half hours per day for 4 days. Instructions in fire triangle, travel, transfer of heat, exposure, chemistry of petroleum, fire, use of equipment, operation of truck, breathing equipment, fire stream, forcible entry and coordination of attack. 1 CEU

BEGINNING PAINTING — A studio course designed for the beginner pertaining to the use and knowledge of various painting media as well as decorative crafts. 3 CEU's

BEGINNING CERAMICS — A studio course designed for the beginner pertaining to the use and knowledge of various clays in hand building three dimensional art objects. An application of ceramic glaze and firing procedures will also be included. 3 CEU's

BEGINNING PHOTOGRAPHY — Two hours per night, one night a week for ten weeks. 2 CEU's. Instruction in examining camera functions and care, types of films and accessories, operation of camera, introduction to various types of photography, developing film, printmaking and mounting for display. 2 CEU's