

Course Descriptions

Accounting

ACCT 112 (0504) Financial Accounting

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

An introduction to financial accounting concepts with emphasis on financial statements, their components, and their inter-relationships. Emphasis is on how individual transactions affect the financial statements.

ACCT 115 (0202) Managerial Accounting Lab

Co-requisite: ACCT 114 Managerial Accounting

Credit Hours: 2

Intensive work on problem solving and critical thinking exercises for students enrolled in Managerial Accounting. Course is offered on a pass/fail basis.

ACCT 114 (0503) Managerial Accounting

Prerequisite: ACCT 112 Financial Accounting

Credit Hours: 3

An introduction to the concepts and tools associated with providing accounting information to management. Major topics include: cost behavior, cost estimation, cost accumulation and assignment, budgeting, and the uses of accounting information for making decisions.

ACCT 113 (0508) Financial Accounting Lab

Co-requisite: ACCT 112 Financial Accounting

Credit Hours: 2

Intensive work on problem solving and critical thinking exercises for students enrolled in Financial Accounting. Course is offered on a pass/fail basis.

ACCT 121 (0516) Computer Accounting

Prerequisite: ACCT112 Financial Accounting **or** OTEC 113 Business Accounting

Credit Hours: 3

Provides students the opportunity to learn to work with accounting software and to interpret financial information in the form of computer printout.

ACCT 120 (2020) Introduction to Computer Accounting

Prerequisite: None

Credit Hours: 1

An introduction to the use of accounting software in business.

Agriculture

SPEC 103 (0113) Residential Landscaping (IO)

Prerequisite: None

Credit Hours: 3

This course will offer students basic principles that apply to landscaping a home.

SPEC 104 (0114) Landscaping (IO)

Prerequisite: None

Credit Hours: 1

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

This course consists of theory and work experience in landscape design and the selection and planting of trees, shrubs, and grasses. Finish grading and water drainage will also be considered.

SPEC 108 (0115) Home Horticulture (IO)

Prerequisite: None

Credit Hours: 3

Study of gardens, lawns, and ornamental plants includes garden site preparation, selection of vegetables, fertilizer, weed control, disease, insect control, harvest, and storage.

AGRI 122 (0122) Principles of Animal Science (IO)

Prerequisite: None

Credit Hours: 3

This course will offer students the basic principles which apply to the broad fields of animal agriculture: (1) survey of the industry types, purposes and products of livestock, and (2) principles of breeding, selection, nutrition, lactation, reproduction, management, and marketing.

AGRI 126 (5422) Principles of Livestock Feeding (IO)

Prerequisite: None

Credit Hours: 3

This course will include basic livestock feeding of cattle and swine.

Art

HUMA 101 (5921) Introduction to the Humanities

Reading Placement Test Level: Reading for Academic Success*

Credit Hours: 3

Prerequisite: None

This course serves as a basic introduction to the humanities and to the various disciplines it represents. In addition, it helps students understand the influences affecting the human experience and the role the humanities play in personal and cultural enrichment.

ART 103 (1034) Drawing I

Reading Placement Test Level: Reading Essentials *

Credit Hours: 3

Prerequisite: None

Students will explore various drawing materials, techniques, and subject matter. Emphasis will be placed on development of basic drawing fundamentals and stylistic preferences. Instruction will be based on class discussion and lab work.

ART 104 (1035) Drawing II

Prerequisite: ART 103 Drawing I

Credit Hours: 3

A continuation of material covered in Drawing I. Emphasis will be placed on individual special problems in drawing and use of color. Student will work on independent projects. Instruction will be based on class discussion, individual conference, and lab work.

ART 107 (1024) Design I

Reading Placement Test Level : Reading Essentials*

Prerequisite: None

Credit Hours: 3

An introduction to theory and practice of basic design elements and principles used in producing and in appreciating two-dimensional composition as it is applied to art objects and life. Instruction will be based on lecture, class discussion, and lab work.

ART 111 (1029) Ceramics I

Reading Placement: Test Level: Reading Essentials*

Prerequisite: None

Credit Hours: 3

An introduction to basic clay manipulation techniques including hand-building, clay additives, decoration, kiln loading, firing, and beginning wheel throwing techniques. Emphasis will be placed on three-dimensional design of clay works. Instruction will be based on class discussion, lecture, and lab work.

ART 112 (1010) Ceramics II
Prerequisite: ART 111 Ceramics I
Credit Hours: 3

An introduction to wheel throwing techniques and advanced hand-building. Emphasis will be placed on traditional and sculptural applications of clay. This course is intended to be a continuation of Ceramics I. Instruction will be based on class discussion, lecture, and lab work.

ART 113 (1030) Sculpture
Reading Placement: Test Level: Reading Essentials *
Credit Hours: 3
Prerequisite: None

An introduction to the special problems and techniques of three-dimensional sculptural form and design including clay modeling, molding, and casting. Emphasis will be placed on additive and subtractive processes. Instruction will be based on lecture, class discussion, and lab work.

ART 115 (1021) Painting I
Reading Placement: Test Level : Reading Essentials*
Credit Hours: 3
Prerequisite: None

An introduction and exploration of various painting materials, techniques, and subject matter. The use of oils, color theory, value, and stylistic techniques will be emphasized. Instruction will be based on class discussion and lab work.

ART 116 (1022) Painting II
Prerequisite: ART 115 Painting I
Credit Hours: 3

A continuation of material covered in Painting I. Emphasis will be placed on individual special problems in painting. Students will work on independent projects. Instruction will be based on class discussion, individual conference, and lab work.

ART 117 (1037) Watercolor
Prerequisite: ART 115 Painting I
Credit Hours: 3

Emphasis will be placed on special problems and beginning techniques in water soluble media. Students will work on independent projects and skill building exercises. Instruction will be based on class discussion, lecture, individual conferences, and lab work.

ART 120 (1012) Beginning Photography I
Reading Placement: Test Level: Reading Essentials *
Prerequisite: None
Credit Hours: 3

This course, designed for the amateur photographer, or for someone who wants to explore photography, including discussion on types and operation of cameras, film, lighting, filters, exposure, composition, and black and white photography darkroom techniques. Students should have access to an adjustable, single lens reflex, 35 mm camera for this course.

ART 121 (1013) Beginning Photography II
Prerequisite: ART 120 Beginning Photography I
Credit Hours: 3

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

*No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher
IO = Infrequently Offered Course*

This course builds upon the photographic skills learned in Beginning Photography I, including advanced study of exposure, the zone system, natural and artificial lighting, and black and white development and printing techniques. Color photography and color slide film development are also introduced in this course.

ART 125 (1019) Crafts I (IO)

Reading Placement Test Level: Reading Essentials *

Prerequisite: None

Credit Hours: 3

An introduction to crafts, designed to explore and develop skills with various craft media. Areas of study include batik, book binding, ceramics, paper-making, marbling, weaving, paper mache, printmaking, carving, and many other areas. Emphasis will be placed on design and craftsmanship. Instruction will be based on lecture, class discussion, and lab work.

ART 127 (1018) Printmaking I

Reading Placement Test Level: Reading Essentials *

Prerequisite: None

Credit Hours: 3

The course consists of lecture, discussion, demonstration, and lab exercises dealing with the history and techniques of printmaking.

ART 130 (1011) Art Appreciation

Reading Placement Test Level: Reading for Academic Success *

Prerequisite: None

Credit Hours: 3

This course is designed to give students a broad background in art history and an appreciation of art. The primary focus will be on the principles and philosophies of the visual arts. In addition, we will look at how art relates to and enriches our society. Instruction will be based on video and slide presentations, lecture, selected readings, class discussion, and hands-on projects.

ART 133 (1028) Art History I

Reading Placement Test Level :Reading for Academic Success *

Prerequisite: None

Credit Hours: 3

An introductory survey of the history of art in western culture from prehistoric man through the medieval period. Emphasis will be placed on the growth and change of artistic styles and how they are influenced by society. Instruction will be based on lectures, slides, and class discussion.

EDUC 154 (831) Art Education

Reading Placement Test Level : Reading for Academic Success *

Prerequisite: None

Credit Hours: 3

This course is designed to help art education and elementary education concentrations build an understanding of children's art and develop an art curriculum for their classroom that provides quality art experiences for every child. Emphasis will be placed on lab work and experimentation of various art materials suitable for the classroom. Instruction is based on lecture, class discussion, and lab work.

Automotive

AUTO 101 (5361) Introduction to Auto Maintenance (IO)

Prerequisite: None

Credit Hours: 3

This course is a study of the basic fundamentals and theory of operation of the concentration components of the automobile. The primary purpose is to acquaint the student with the proper periodic service

procedures necessary to maintain the automobile in a safe and economical operating condition. In addition, trouble shooting and service procedures will be studied in detail.

AUTO 104 (5360) Personal Auto Maintenance (IO)

Prerequisite: None

Credit Hours: 1

This course deals with preventive maintenance trouble shooting and minor repair by an individual of his or her personal automobile.

AUTO 112 (5363) Introduction to Garage Practice (IO)

Prerequisite: None

Credit Hours: 3

This course covers the mechanical units of the automobile.

AUTO 113 (5364) Intermediate Garage Practice (IO)

Prerequisite: None

Credit Hours: 3

This course is designed to give the student a more in-depth look at the world of automotive repair and will cover safety, problem solving, terminology, and application of service procedures. Students will have the opportunity to diagnose and repair automotive problems.

AUTO 114 (0503) Advanced Garage Practice (IO)

Prerequisite: None

Credit Hours: 3

This course is designed to give the student advanced training in automotive repair. The course requires that the student spend most of the time on actual auto repair and the remainder of the time on new service procedures and safety.

Biology

BIOL 101 (0401) Biology

Reading Placement Test Level :Reading for Academic Success *

Prerequisite: None

Credit Hours: 3

This course presents a study of the basic concepts of living matter with emphasis on cells, tissue, and organism structure and function. An evolutionary approach with emphasis on classification, inheritance, and the ecology of plants and animals is used. This course is intended for students whose concentration is other than biology, with emphasis on knowledge of the scientific method of the chemical component of living organism and the fundamental relationship between animals and plants.

BIOL 108 (0422) Principles and Concepts of Genetics (IO)

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

Mendelian and physical basis of inheritance, development, population genetics, medical genetics, chemical basis of heredity, and current issues in human and medical genetics.

BIOL 120 (0431) Biology

Reading Placement Test Level :Reading for Academic Success *

Prerequisite: None

Credit Hours: 5

This course presents a study of the basic concepts of living organisms using an evolutionary approach with emphasis on classification, inheritance, and the ecology of plants and animals. This course is intended for students whose concentration is biology and related disciplines with emphasis on knowledge of the scientific method and the chemical components and functions of cells, and tissues and organisms'

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

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structure and function. Laboratory exercises are designed to emphasize and support the course concepts and stress the scientific method of investigation.

BIOL 122 (0404) Environmental Life Science w/Lab

Prerequisite: None

Credit Hours: 5

This general education course provides an overview of life science which includes general biology and general ecology topics. This class is directed toward elementary education majors and to provide these majors with a comprehensive exposure to biology, as well as experiments and investigations that can be safely carried out in the elementary classroom. This course will not fulfill any requirements for biology majors; it will fulfill life science requirement for non-biology majors only. This 5 hour course includes 2 hours of lab and requires students to document their lab work and experiences through the use of a paper file system or the computer.

BIOL 124 (0402) General Botany

Prerequisite: None

Credit Hours: 5

A study of plant growth, physiology, morphology, reproduction, taxonomy, and evolution. This course is open to anyone interested; however, it is directed toward students with a biology concentration. Laboratory exercises accompany lectures.

BIOL 126 (0407) General Zoology

Prerequisite: None

Credit Hours: 5

Fundamental principles and processes of animal life including relationships, morphology, life history, ecology, genetics, and evolution. This course is open to anyone interested; however, it is directed toward students with a biology concentration. Laboratory exercises accompany lecture.

BIOL 130 (0412) Anatomy and Physiology

Reading Placement Test Level: Reading for Academic Success *

Recommended Prerequisite: High School Biology with an A or B, BIOL 101 Biology (3 credit hour) **or**

BIOL 120 Biology (5 credit hour)

Credit Hours: 5

Anatomy and Physiology is the study of the structure and function of different systems of the human body. The course covers functional anatomy with emphasis on basic principles and physiological activities of different systems of the body. The laboratory is designed to provide hands-on study of the organisms/organ systems studied in the lecture portion of the course. Cat dissection is a mandatory and important portion of the laboratory study. This course meets the requirements of the students interested in nursing, respiratory therapy, radiography, physical education, biology, and other allied health courses.

BIOL 140 (0426) Independent Study in Biology (IO)

Prerequisite: Must contact instructor before enrolling, BIOL 101 Biology (3 credit hours) **or** permission of instructor

Credit Hours: 3

Independent study in specialized areas of biology for the individual student. May be repeated for credit not to exceed 3 hours.

BIOL 145 (0413) Case Histories in Anatomy and Physiology

Prerequisite: Completed College Anatomy and Physiology or currently be enrolled in 130 Anatomy and Physiology

Credit Hours: 1

This course is to provide an applied review of Anatomy and Physiology by using case histories of diseases. It will require the student to integrate the body systems and apply their knowledge of normal anatomy and physiology.

This course is designed for health science majors, especially those interested in direct patient care, and is also a recommended elective for those desiring increased experience with anatomy and physiology or pathophysiology. The class will be presented by case histories of major disease processes. By the end of the class, all body systems will have been reviewed. Students will be required to interact with each other in small groups as well as with the instructor, and make presentations in class.

BIOL 201 (0411) Microbiology

Reading Placement Test Level :Reading for Academic Success *

Recommended as a Prerequisite: BIOL 101 Biology (3 credit hour) **or** BIOL 120 Biology (5 credit hour) **or** BIOL 130 Anatomy & Physiology (5 credit hour)

Credit Hours: 5

This course presents a study of microorganisms and their morphological, physiological, and biochemical characteristic response to the environment as well as their influence on the surroundings. Their relationship to the anatomy and physiology of the human body, aspects of parasitism, infection state, body defenses, and methods of control and prevention of infections will also be studied. Laboratory experiments will be conducted relating to bacterial growth, isolation and pure culture techniques as well as physiological characteristics of different microorganisms.

Business Administration

BUAD 101 (0501) Introduction to Business

Reading Placement Test Level :Reading for Academic Success *

Prerequisite: None

Credit Hours: 3

A study of different aspects of the business world such as marketing, production, finance, and human resource management.

BUAD 104 (0505) Business Law I

Reading Placement Test Level :Reading for Academic Success *

Prerequisite: None

Credit Hours: 3

An introduction to laws covering administrative law, tort law, and contracts. Sophomore standing is recommended.

BUAD 105 (0506) Business Law II

Prerequisite: BUAD 104 Business Law I

Credit Hours: 3

A study of laws covering sales, partnerships, corporations, real property, negotiable paper, insurance, security devices, bankruptcy, wills, and estates. Sophomore standing is recommended.

BUAD 110 (0545) Business Communications

Reading Placement Test Level: Reading for Academic Success Required*

Prerequisite: None

Credit Hours: 3

Study and development of the skills and knowledge necessary for effective business communications (verbal, written, and nonverbal), and the application of these skills and knowledge in solving business communication problems.

Chemistry

CHEM 103 (1947) Basic Chemistry I

Reading Placement Test Level : Reading Essentials *

Prerequisite: None

Credit Hours: 1

Equivalent to the first 1/3 of the lecture portion of CH 1951 Introduction to Chemistry. Course content includes unit conversions, classifications of matter, net-ionic equations, acid base reactions, and oxidation-reduction reactions. Recommended especially for students in radiography and nursing.

CHEM 104 (1948) Basic Chemistry II

Reading Placement: Test Level: Reading Essentials *

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

Prerequisite: None

Credit Hours: 2

Equivalent to the first 2/3 of the lecture portion of CH 1951 Introduction to Chemistry. Course content includes unit conversions, acid-base reactions, and oxidation-reduction reactions, nomenclature, bonding, biochemistry, and nuclear chemistry. Recommended especially for student in radiography and nursing.

CHEM 105 (1949) Basic Chemistry III

Reading Placement: Test Level: Reading Essentials *

Prerequisite: MATH 96 Beginning Algebra, **or** MATH 106 Applied Mathematics, **or** High School Algebra.

Credit Hours: 3

Equivalent to the lecture portion of CHEM 120 Introduction to Chemistry Course content includes unit conversions, acid-base reactions, and oxidation-reduction reactions, nomenclature, bonding, biochemistry, nuclear chemistry, gases, concentration units, and colligative properties. The laboratory supports the lecture and provides general lab techniques. Recommended for students in health and science fields, preparation for CHEM 124 College Chemistry I, and meets general education requirements.

CHEM 112 (1974) Independent Study Chemistry (10)

Prerequisite: Consent of the instructor

Credit Hours: 3

Independent study in a specialized area of chemistry. This course is designed to give the independent student laboratory and library research experience .

CHEM 120 (1951) Introduction to Chemistry

Reading Placement: Test Level: Reading Essentials *

Prerequisite: MATH 96 Beginning Algebra, **or** MATH 106 Applied Mathematics, **or** High School Algebra

Credit Hours: 5

Lecture and laboratory. Lecture content includes unit conversions, acid-base reactions, and oxidation-reduction reactions, nomenclature, bonding, biochemistry, nuclear chemistry, gases, concentration units, and colligative properties. The laboratory supports the lecture and provides general lab techniques. Recommended for students in health and science fields, preparation for CH 1961 College Chemistry I, and meets general education requirements.

CHEM 124 (1961) College Chemistry I

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: MATH 100 Intermediate Algebra **or** 1 ½ years of High School Algebra.

Recommended: CHEM 1951 Introduction to Chemistry **or** 1 year High School Chemistry.

Credit Hours: 5

First course of a two-semester study of general chemistry. Course content includes nomenclature, stoichiometry, acids and bases, oxidation-reduction reactions, gas laws, thermochemistry, atomic structure, periodicity, bonding, molecular structures, and bonding theory. (Fall Semester)

CHEM 126 (1962) College Chemistry II

Prerequisites: CHEM 124 College Chemistry I **and** MATH 115 College Algebra

Credit Hours: 5

A continuation of College Chemistry I with course content including kinetics, equilibrium thermodynamics, acid-base theories, electrochemistry, and nuclear chemistry. (Spring Semester)

CHEM 204 (1972) Organic Chemistry I

Prerequisite: CHEM 124 College Chemistry I

Recommended Prerequisite: CHEM 126 College Chemistry II

Credit Hours: 5

First course of a two-semester study of the principles of organic chemistry. Course content includes organic nomenclature, reaction mechanisms and types, alkenes, and stereochemistry. (Fall Semester)

CHEM 205 (1963) Organic Chemistry I Lecture

Prerequisite: CHEM 124 College Chemistry I Recommended Prerequisite: CHEM 206 Organic Chemistry I Lab should be taken concurrently

Credit Hours: 3

Enrollment in College Chemistry Lab I is strongly recommended. This is the same course as Organic Chemistry I, but lecture only. This is a first course of a two semester study of the principles of organic chemistry. Course content includes organic nomenclature, nucleophilic substitution B-elimination, acids, and base, alkanes, alkenes, stereochemistry, conjugation, and aromaticity.

CHEM 206 (8011) Organic Chemistry I Lab

Prerequisite: College Chemistry I; Organic Chemistry I Lecture should be taken concurrently)

Credit Hours: 2

This is a laboratory course whose primary purposes are to support "Organic Chemistry I Lecture" and to develop knowledge and skills in Organic Chemistry Laboratory Techniques

CHEM 207 (1995) Organic Chemistry II

Prerequisite: Organic Chemistry I

Credit Hours: 5

Continuation of CHEM 204 Organic Chemistry I course content extending into alcohols, ketones, carboxylic acids, and derivatives, aromatics, other classes of compounds, reaction mechanisms, and spectroscopy. (Spring Semester)

Communication

COMM 101 (1560) Fundamentals of Speech

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

A basic study of communication theory and its practical application at all levels: intrapersonal (understanding the self), interpersonal (one-to-one relationships and small group interaction), and public speaking. Students examine factors that influence the development of the self-concept and interpersonal relationships, participate in problem-solving panel discussions, deliver informative and persuasive speeches, and improve their critical listening and thinking skills.

COMM 103 (0635) Introduction to Advertising

Reading Placement Test Level: No reading placement required

Prerequisite: None

Credit Hours: 3

This course examines strategies, techniques, and principles behind effective advertising including planning, targeting, media selection and buying, strategy and design.

COMM 105 (0637) Introduction to Public Relations

Reading Placement Test Level: No reading placement required

Prerequisite: None

Credit Hours: 3

This course introduces students to the public relations industry from management and practitioner standpoints. It focuses on developing skills and knowledge required to be a successful public relations practitioner.

COMM 106 (0620) Introduction to Mass Media

Reading Placement Test Level : Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

This course is an introduction to different forms of mass media – newspaper, magazines, books, radio, recordings, television, motion pictures and others. It is designed to give students an understanding of the media's role in society today. The course will explore the histories of the different forms of media, the evolution of the media's role in society, problems with media today, possible solutions to those problems, current media practices, mass media theory, ethics, and the media and social problems.

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

COMM 110 (1563) Critical Thinking and Argumentation

Prerequisite: None

Credit Hours: 3

Argumentation and Persuasion is an introduction to the basic theory of argument and persuasion. Students learn how to think in a clear and logical manner, analyze information critically, formulate persuasive arguments, and deliver those arguments effectively, both in oral and in written forms. Students learn how to make claims, provide evidence, explore underlying assumptions, and analyze counter-points.

COMM 120 (0645) Debate I

Prerequisite: None

Credit Hours: 2

This course is designed specifically for the student who is interested in competitive debating. The course will provide concise discussion of principles of debate and ample opportunities for practical application of these principles.

COMM 121 (0646) Debate II

Prerequisite: Debate I

Credit Hours: 2

This course is designed specifically for the student who is interested in competitive debating. The course will provide concise discussion of principles of debate and ample opportunities for practical application of these principles.

COMM 123 (0652) Debate III

Prerequisite: Debate I & II or permission of instructor

Credit Hours: 2

This course is designed specifically for the student who is interested in competitive debating. The course will provide concise discussion of principles of debate and ample opportunities for practical application of these principles.

COMM 130 (0647) Forensics I

Prerequisite: None

Credit Hours: 1

This course explores various events for intercollegiate forensic competition. The student will select two or more events to prepare for competition. The student is required to participate in intercollegiate competition as scheduled. *This course may be repeated for credit.* Offers students experience in intercollegiate speech competition. Student's research, prepares, practice, and perform at college tournaments in a variety of interpretive and/or public speaking events. Participation in forensics will build research and organization skills as well as public speaking and performance skills. Credit hours awarded are determined by tournament participation and the number of events prepared for competition by the student.

COMM 131 (0648) Forensics II

Prerequisite: Forensics I

Credit Hours: 1

This course explores various events for intercollegiate forensic competition. The student will select two or more events to prepare for competition. The student is required to participate in intercollegiate competition as scheduled. *This course may be repeated for credit.* Offers students experience in intercollegiate speech competition. Student's research, prepares, practice, and perform at college tournaments in a variety of interpretive and/or public speaking events. Participation in forensics will build research and organization skills as well as public speaking and performance skills. Credit hours awarded are determined by tournament participation and the number of events prepared for competition by the student.

COMM 132 (0649) Forensics III

Prerequisite: Forensics II

Credit Hours: 1

This course explores various events for intercollegiate forensic competition. The student will select two or more events to prepare for competition. The student is required to participate in intercollegiate competition as scheduled. *This course may be repeated for credit.* Offers students experience in

intercollegiate speech competition. Student's research, prepares, practice, and perform at college tournaments in a variety of interpretive and/or public speaking events. Participation in forensics will build research and organization skills as well as public speaking and performance skills. Credit hours awarded are determined by tournament participation and the number of events prepared for competition by the student.

COMM 133 (0651) Forensics IV

Prerequisite: Forensics III

Credit Hours: 1

This course explores various events for intercollegiate forensic competition. The student will select two or more events to prepare for competition. The student is required to participate in intercollegiate competition as scheduled. *This course may be repeated for credit.* Offers students experience in intercollegiate speech competition. Student's research, prepares, practice, and perform at college tournaments in a variety of interpretive and/or public speaking events. Participation in forensics will build research and organization skills as well as public speaking and performance skills. Credit hours awarded are determined by tournament participation and the number of events prepared for competition by the student.

COMM 225 Explorations in Public Relations

Prerequisite: None

Credit Hours: 3

This course will be an examination of advanced mass media and communication theory and the application of that theory to an actual campaign.

Computer Science

COMP 110 (0715) Computer Concepts and Applications

Reading Placement Test Level: Reading for Academic Success*

Credit Hours: 3

Prerequisite: None, adequate keyboarding skill is recommended

An introduction to the study of computer hardware and use of software including operating systems, Internet browser, word processing, spreadsheet, database, and presentation programs. Students need basic keyboarding skills to enroll in this course.

COMP 115 (0733) Spreadsheet Concepts and Applications

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: Keyboarding Skills

Credit Hours: 3

This course is a comprehensive hands-on course that provides users with fundamentals, both conceptual and applied, they need to use spreadsheet software. Students learn basic and advanced features of spreadsheet use and develop the tools needed to apply this technology to business application.

COMP 120 (0717) Computer Information Systems

Reading Placement Test Level: No reading placement required

Prerequisite: Keyboarding Skills

Credit Hours: 3

An introduction to the use of computer-based information systems and communications technology in a business environment. Includes an introduction to information technology terminology, hardware, software, and data communications as well as a survey of programming languages and emerging computer technologies.

COMP 130 (0736) Introduction to Programming

Reading Placement Test Level: Reading for Academic Success *

Prerequisite: None

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

*No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher
IO = Infrequently Offered Course*

Credit Hours: 3

Introduction to the design and construction of computer programs. Covers the Program Development Cycle with emphasis on design tools and programming methods. Lays the foundation for programming courses.

COMP 135 (5516) C++ Programming

Prerequisite: COMP 138 Visual Basic Programming

Credit Hours: 3

An introduction to C++ programming using structured programming and object oriented design.

COMP 138 (0730) Visual Basic Programming

Reading Placement Test Level: Reading for Academic Success *

Prerequisite: Typing skills and MATH 115 College Algebra

Credit Hours: 3

Provides a structured approach to Visual Basic programming. Includes a fundamental procedure for solving problems, naming variables, developing algorithms, selection structures, repetition structures, and correcting syntax and logic errors.

COMP 143 (0732) Advanced Programming Techniques

Prerequisite: COMP 138 Visual Basic Programming

Credit Hours: 3

An intermediate programming topic using the Visual Basic language. Topics covered include Windows API, ActiveX control, ActiveX document, Object Oriented Programming, and Database Programming.

COMP 145 (0737) Pascal

Prerequisite: COMP 138 Visual Basic Programming

Credit Hours: 3

Introduction to structured programming techniques using Pascal programming language including an overview of information processing, computers, programs, programming languages, hardware, and software with emphasis on the techniques known as "structured programming."

COMP 152 (5525) Web Page Design Technology

Prerequisite: COMP 138 Visual Basic Programming

Credit Hours: 3

This course will cover topics in designing, creating, maintaining, and troubleshooting web pages. Students will learn to create web pages using HTML, JavaScript, Java, and ActiveX.

OTEC 155 (0535) Word Processing Concepts and Applications

Prerequisite: OTEC 102 College Keyboarding

Credit Hours: 3

This course is a comprehensive hands-on course that provides users with fundamentals, both conceptual and applied, they need to use word processing software. Students learn the basics and advanced features of word processing use and develop the tools needed to apply this technology to business application.

COMP 172 (0720) Fundamentals of Network Security

Prerequisite: Concurrent enrollment in or completion of CS 5510 Introduction to Networking

Credit Hours: 3

This course provides the fundamentals of network security. Topics covered include: general network security, communication security, infrastructure security, and basic cryptography. Students will also learn the threats of network security and implement ways to stop intrusions.

COMP 180 (5510) Introduction to Networking

Prerequisite: None

Credit Hours: 3

Concepts and components involved in networking computers for hardware and software resources sharing. Electronic mail, file sharing, and popular networking operating systems will be explored.

COMP 182 (5511) Network Administration I

Prerequisite: COMP 180 Introduction to Networking

Credit Hours: 5

This course will help the student develop the skills to administer and manage Windows networks on a daily basis. This course is in preparation for Microsoft examinations.

COMP 187 (0709) Unix/Linux Administration

Prerequisite: Concurrent enrollment in or completion of COMP 180 Introduction to Networking

Credit Hours: 3

This course provides the foundation to understanding the UNIX operating systems. This course will cover the installation, maintenance, administration, and troubleshooting a working UNIX system. Students will get a hands-on experience in working with UNIX operating systems using Linux. This course will also cover some basic shell programming necessary to manage and administer a UNIX system.

COMP 188 (0719) Cisco Internetworking

Prerequisite: COMP 180 Introduction to Networking

Credit Hours: 3

This course will provide the knowledge necessary to setup, manage, troubleshoot, administer, and secure a Cisco router. This course will help prepare students for the Cisco Certified Network Associate (CCNA) certification. Topics covered include: switching, OSI reference model, routed and routing protocols, LAB technologies, and Cisco IOS.

COMP 192 (0729) Database Concepts and Applications

Reading Placement Test Level : Reading for Academic Success *

Prerequisite: None

Credit Hours: 3

This course is a comprehensive hands-on course that provides users with fundamentals, both conceptual and applied, they need to use database software. Students will learn basic and advanced features of database use and develop the tools needed to apply this technology to business application.

COMP 198 (0718) PC Troubleshooting

Reading Placement: Test Level: Reading Essentials *

Prerequisite: None

Credit Hours: 3

PC Troubleshooting is designed to expand the students' skill and proficiency in identifying the major motherboard form factors, installation of hardware, i.e. hard drives, memory, floppy disks, CD ROMs, and other peripherals. The student will understand how the system communicates information between the components and how to troubleshoot and solve PC problems, i.e.: system conflicts, hardware conflicts, software conflicts, and other issues concerning a system's failure to operate successfully. The student will have the necessary skills to purchase, maintain, and upgrade a computer system. PC Troubleshooting is a preparation course for A+ certification.

COMP 199 (5521) PC Troubleshooting Lab

Prerequisite: COMP 198 PC Troubleshooting or permission of instructor

Credit Hours: 2

This course is designed to expand the concepts of computer hardware installation and repair. Skills to diagnose and repair PC problems in both hardware and software will be explored.

COMP 201 (5512) Network Administration II

Prerequisite: COMP 180 Network Administration I

Credit Hours: 5

This course will help the student develop the skills to install and manage Microsoft Exchange Server and Microsoft Internet Security and Acceleration Server. The course is in preparation for Microsoft examinations.

COMP 202 (5520) Network Administration III

Prerequisite: COMP 201 Network Administration II

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

Credit Hours: 5

This course will help the student develop the skills to administer and manage Active Directory. This course will also cover the security aspects of Windows networking operating systems. This course is in preparation for Microsoft examinations.

COMP 205 (5519) Special Topics in Computing

Prerequisite: Special permission of instructor

Credit Hours: 3

Covers selected topics in Networking and Computer Science. A specific programming language, application, networking, or programming topic will be listed as a subtitle.

COMP 208 (0721) Database Programming

Reading Placement Test Level: No reading placement required

Prerequisite: COMP 135 C++ Programming

Credit Hours: 3

This course will provide the foundation to writing a database-aware application. Students will learn the basic database systems and how to write a software application to access the database. Students will write, primarily, web-based application.

COMP 210 (0724) Internet Programming

Prerequisite: COMP 135 C++ Programming

Credit Hours: 3

This course will provide a basic understanding on how to create a web-based application. Students will learn VBScript, JavaScript, Applet, Servlet, ASP, PHP, Perl, and XML.

COMP 212 (5508) Principles of Software Design

Prerequisite: COMP 135 C++ Programming

Credit Hours: 3

Intermediate programming techniques using the C++ language. Topics covered include sorting, object oriented programming, data abstraction, algorithmic design, and basic data structure including linked lists and arrays.

COMP 214 (5509) Concepts of Computer Systems

Prerequisite: COMP 135 C++ Programming

Credit Hours: 3

An introduction of computer systems constructs, including compilers, assemblers, linking, loading, input and output, system monitors, memory organization, processor structure, and resource allocation.

COMP 216 (5518) Java Programming

Prerequisite: COMP 135C++ Programming

Credit Hours: 3

An introduction to object oriented programming using the Java language.

Criminal Justice

CRIM 101 (5551) Introduction to Administration of Justice

Reading Placement Test Level- :Reading For Academic Success *

Prerequisite: None

Credit Hours: 3

A study of the overall system of criminal justice from its early historical development to its evolution within the United States; identification of various subsystems and components – law enforcement courts, corrections, and private agencies; their role expectations and interrelationships; basic premises and crime, punishment, and rehabilitation; education and training elements; and ethics for professionalism within the system.

CRIM 104 (5568) Introduction to Corrections

Reading Placement Test Level -:Reading For Academic Success *

Prerequisite: None

Credit Hours: 3

This course allows the student to understand the philosophical basis of corrections, as well as identifying crucial elements in the handling of offenders for reducing their law-violating behavior and increasing

public safety. Each component of the correctional system from arrest to case disposition, prisons, jails and detention centers, through probation and intermediate sanctions are covered. Various correctional systems, correction functions, institutional clients and their rights, along with reintegration systems and the future of corrections are explored.

CRIM 105 (5561) Correctional Treatment Programs

Reading Placement Test Level: -Reading For Academic Success *

Prerequisite: None

Credit Hours: 3

Basic concepts of interviewing and counseling techniques used by corrections officers in one-to-one contracts with clients. Rudimentary skills practiced through role-playing and demonstration to prepare the student for practice in the field, and appreciation of further training required.

CRIM 106 (5564) Industrial and Business Security (IO)

Prerequisite: None

Credit Hours: 3

Explores the role of security and the security individual in modern society, the concept of professionalism and the administration personnel, and physical aspects of the security field.

CRIM 111 (5567) Patrol Procedure

Reading Placement Test Level- :Reading For Academic Success *

Prerequisite: None

Credit Hours: 3

The fundamentals of proper patrol procedures and techniques, with particular emphasis on safety, public relations, crime prevention, and the handling of routine complaints. Identifying and the handling of police problems that are most frequently encountered.

CRIM 113 (5574) Accident Investigation

Reading Placement Test Level : -Reading For Academic Success *

Prerequisite None

Credit Hours: 3

Includes the proper procedure of working accident scenes. It teaches the use of different systems of drawing accident scale systems and the use of triangulation and various equipment at the accidental scene.

CRIM 115 (5554) Criminal Investigation and Interrogation Techniques (IO)

Prerequisite: None

Credit Hours: 3

Involves both preliminary and follow-up investigations. Fundamentals of reconstructing a chronological sequence of events as to what, when, where, how, and why a crime was committed are examined, including searching, collecting, preserving, evaluation, and cross-comparison of physical and oral evidence within the framework of accepted procedural and constitutional laws.

CRIM 119 (5550) Interview and Report Writing

Prerequisite: Placement in English Composition I

Credit Hours: 3

An examination of report writing as a process, with emphasis on the chronological sequence of events, form, and written expression to present a clear, concise, and accurate account of the incident, development of the field notebook in investigations, recording details of the search, recovery of evidence, conducting interviews and interrogations, and recording relevant facts and details for the purpose of reference, accountability, and presentation in court.

CRIM 120 (5578) Courtroom Testimony

Prerequisite: None

Credit Hours 1

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

This course explains how to present a winning case in court and avoid credibility destroying tactics. It also provides examples of winning techniques needed to become comfortable, confident, and effective on the witness stand.

CRIM 125 (5559) Probation and Parole
Reading Placement Test Level: -Reading For Academic Success *
Prerequisite: None
Credit Hours: 3

An in-depth analysis of the duties of the probation and parole officer and his or her relationship to the corrections field. Includes probation and parole techniques and the pre-sentence investigation.

CRIM 131 (5553) Community Policing
Reading Placement Test Level:- Reading For Academic Success *
Prerequisite: None
Credit Hours: 3

Examines the relationship between law enforcement agencies, ethnic groups, news media, and other segments of the public. Also includes the community's perception of the police officer and methods of minimizing conflicts. Explores public relations problems and their effect on law enforcement.

CRIM 133 (5555) Rape Victimology (IO)
Prerequisite: None
Credit Hours: 3

Introduces many important aspects of rape and the consequences associated with the act. The fear of increasing crime, the lack of safety, the disbelief in the criminal justice system, and the social, legal, and medical aspects of the crime will be studied.

CRIM 135 (5565) Criminal Procedures I
Reading Placement Test Level: Reading For Academic Success *
Prerequisite: None
Credit Hours: 3

Provides a background of operational procedures in Kansas law. Sets forth those procedures necessary for the understanding of legal proceedings pertaining to laws of arrest, search, and seizure and the admissibility of evidence. Introduces basic courts system procedures and the jurisdiction of the courts.

CRIM 137 (5557) Criminal Law
Prerequisite: CJ 5551 Introduction to Administration of Justice
Credit Hours: 3

Reviews the Kansas Criminal Codes and defines the various statutory offenses, with special emphasis upon the Bill of Rights and laws of arrest. Also examines the recent trends in Supreme Court decisions, the rights of individuals in a free society, and limitations on the police by the Constitution.

CRIM 138 (5563) Juveniles in the Criminal Justice System
Reading Placement Test Level:-Reading For Academic Success Required*
Prerequisite: None
Credit Hours: 3

A study of Kansas laws pertaining to juveniles. Reviews the historical reasons for the establishment of juvenile courts in the U.S., examines the juvenile justice process, and introduces the functions of the various components of the system, sociological concepts, theory of the adolescent subculture, and delinquency prevention aspects.

CRIM 140 (5572) Internship in Criminal Justice (IO)
Prerequisite: Criminal Justice concentration with 45 credit hours of the program requirements and approval of LCC's Criminal Justice Coordinator
Credit Hours: 3

Relates the theory given in the classroom to practical problems in the administration of justice.

CRIM 141 (5573) Corrections Internship (IO)
Prerequisite: Corrections, Probation, and Parole concentration with 45 credit hours of the program requirements and approval of LCC's Criminal Justice Coordinator
Credit Hours: 3

This course is designed to give the student working experience and knowledge of the corrections system. The student will actually work in a correction department within the county under the direct supervision of the department head. They will be required to write a paper on all aspects of the department.

CRIM 142 (5556) Seminar in Police Science (IO)

Prerequisite: None

Credit Hours: 1

Covers differing topics in police science. May be repeated for credit as long as the subject matter is different.

CRIM 127 (5570) Police Defense Tactics

Reading Placement: Test Level: Reading Essentials Required

Prerequisite: None

Credit Hours: 1

This course covers fundamental methods of protection against persons who are resistive and combative, handcuffing, and restraint of prisoners and the mentally ill. The course is needed by local agencies and students to help prevent injury both of the officers and the prisoner by teaching proper apprehension techniques.

Drafting

DRAF 105 (5309) Computer Aided Drafting I

Prerequisite: COMP 110 Computer Concepts and Applications or equal Computer experience

Credit Hours: 3

This course will teach the student how to prepare engineering drawings using CAD software. The software is AutoCAD for Windows. The student will learn to be proficient in the use of the software, be able to take a picture on paper and convert it to an electronic copy. The student will be expected to develop acceptable skills in the use of CAD software. Some of the areas covered will be – use of software and hardware, drawing and object lines, editing commands, placing text on a drawing, drawing multiple entities, use of layers and line types, dimensioning, text editing and copying files to and from the computer.

DRAF 106 (5730) Computer Aided Drafting II

Prerequisite: COMP 105 Computer Aided Drafting I

Credit Hours: 3

This course will teach the student how to prepare engineering drawings using CAD software. It is a continuation of Computer Aided Drafting I. The software utilized will be AutoCAD for Windows. Basic AutoCAD commands will be reviewed. Advanced commands will be stressed. The course is designed for the person who has been exposed to a CAD system. More advanced methods will be utilized for the following function; drawing lines, drawing objects, editing commands, test, layers line types, dimensioning, and file management.

INDU 131 (5303) Engineering Graphics I

Prerequisite: None

Credit Hours: 3

An orientation to the field of drafting, including care and use of instruments and media, lettering, freehand sketching, orthographic drawings, dimensions, pictorial drawing.

INDU 132 (5303) Engineering Graphics II

Prerequisite: INDU 131 Engineering Graphics I

Credit Hours: 3

A study of intersections of solids, surfaces, conic sections, and graphical solution of vector problems. Introduction to computer graphics software and hardware and interactive creation and editing of data files.

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

Economics (ECON)

ECON 101 (2249) Issues in Today's Economy

Reading Placement Test Level -Reading For Academic Success *

Prerequisite: None

Credit Hours: 3

Issues in Today's Economy is designed to be a practical guide to the economy for non-majors. The course emphasizes important current issues in both the macro and micro economy such as inflation, unemployment, taxes, healthcare, energy policy, crime, terrorism and the global economy.

ECON 203 (2241) Macroeconomics

Reading Placement Test Level- Reading For Academic Success *

Prerequisite: None

Credit Hours: 3

Introduces the student to the principles of macroeconomics. The course will cover the economic theories involved in explaining the behavior of the entire economy. Topics will include supply and demand, the relationship between economic activity with the money and banking system, unemployment, inflation, productivity, economic growth, economic fluctuations and international trade.

ECON 204 (2242) Microeconomics

Reading Placement Test Level :Reading For Academic Success *

Prerequisite: None

Credit Hours: 3

Introduces the student to the principles of microeconomics. The course will cover such topics as consumer choice, supply and demand relationships in markets, the theory of the firm within perfect competition, monopoly, monopolistic competition, and oligopoly market structures, the labor market, income inequality and government intervention in markets.

ECON 110 (2243) Free Enterprise I 1 Credit Hour

ECON 111 (2244) Free Enterprise II 1 Credit Hour

ECON 201 (2245) Free Enterprise III 1 Credit Hour

ECON 202 (2246) Free Enterprise IV 1 Credit Hour

Prerequisite: None

Open to any student regardless of major and in conjunction with Students in Free Enterprise (SIFE), students enrolled in Free Enterprise will develop, innovate, and implement an assortment of projects and programs that foster the principles of free enterprise while helping local businesses and the community. Students will develop leadership, teamwork, communication, project management, and networking skills that will help them compete in a free market society.

Education

EDUC 101 (1314) Child Abuse / Neglect: Recognition and Reporting

Prerequisite: None

Credit Hours: 1

This is an online course offered. The Kansas Children's Service League in cooperation with SRS and KDHE has developed this course, and it is only available online. Students enrolled in this course will be able to define the various types of abuse and neglect, and identify signs and symptoms of the different types of abuse and neglect. Students will also learn who is a mandated reporter and what the penalties are for those who do not report child abuse and neglect.

EDUC 102 (1955) Preparation for Science

Prerequisite: None

Credit Hours: 1

Overall goal of this course is to help students prepare for beginning chemistry, biology, or physics courses. It is intended to be taken concurrently or before taking science courses. Course content includes study skills, review of basic algebra, and learning to use scientific and graphing calculators and Excel. A PLATO module on scientific reading can be studied in place of learning to use graphing calculators and Excel. (PLATO is a tutorial on the computer.)

EDUC 107 (0823) Administration & Organization of Child Care Programs

Prerequisite: None

Credit Hours: 3

A study of theory applied to early learning child care and child development service programs and systems, strategies in organizational development, and issues in management.

EDUC 110 (5275) Child Development

Reading Placement Test Level :Reading For Academic Success *

Prerequisite: None

Credit Hours: 3

Child Development is a study of the physical, emotional, social, and intellectual development of children from conception through age 8.

EDUC 111 (1315) Understanding Multiple Intelligences and Children's Learning Styles

Prerequisite: None

Credit Hours: 1

This is only available online. Students enrolled in this course will understand Howard Gardner's theory of nine multiple intelligences, as well as understand how these learning styles are affected by the environment, physiology, processing, emotions, and social choices. Students will also learn practical information on how to create educational environments by applying activities that utilize the different learning styles. Finally, students will learn about their own personal teaching styles as well as gain strategies for using activity pre-planning sheets and multiple intelligences in everyday life. The Kansas Children's Service League in cooperation with SRS and KDHE has developed this course.

EDUC 114 (0806) Caring for Children with Handicaps

Prerequisite: None

Credit Hours: 1

Child care providers learn the needs and behavioral consequences of children with handicaps. Introduces strategies to handle daily needs.

EDUC 115 (1355) Positive Behavior Support for Young Children

Prerequisite: None

Credit Hours: 1

This course is designed for early childhood teachers, parents, and other adults working with children who display challenging behavior. The course will identify methods for preventing problem behavior, as well as develop effective interventions for the most severe forms of problem behavior.

EDUC 116 (0839) Family Day Care

Prerequisite: None

Credit Hours: 3

Family day care providers learn how to create a psychologically and physically safe learning environment for children.

EDUC 117 (0933) Understanding Children's Temperament

Prerequisite: Internet access and an E-mail Account

Credit Hours: 1

Temperament differs from other individual attributes such as intelligence, motivation or interests. Those describe what people do and why they do it. Temperament refers to how they do it. Participants in this training will receive an overview of the nine temperament traits and the variety of influences on temperament styles. Challenging temperaments including the flexible, fearful, and feisty styles will be discussed. Participants will assess a child's temperament as well as their own temperament to compare for a goodness of fit. This course is instructor-led and interactive through discussions and assignments in course discussion boards.

EDUC 120 (1316) Creating Positive Settings for Children and Families

Prerequisite: None

Credit Hours: 1

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

*No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher
IO = Infrequently Offered Course*

This is an online course offered by the Kansas Children's Service League in cooperation with SRS and KDHE has developed this course, and it is only available online. Participants in this training will understand how children's "mental health" is affected by life events, culture, environment, biology, and relationships and that these aspects serve as roads to understanding the impact that room arrangements, labeling, and comfortable settings have on children and caregivers. Finally, participants will learn strategies for working with families to create a healthy atmosphere for children by using a method of knowing, informing, discussing with, and supporting families, trying everything together to create positive settings for children and families in child care. This course is instructor-led and interactive through discussions and assignments in course discussion boards.

EDUC 124 (0913) Infant and Toddler

Prerequisite: Concurrent Enrollment in EDUC 125 Infant and Toddler Lab

Credit Hours: 3

This course is designed for teachers, child care professionals, and other adults working with infants and toddlers in care giving settings including child care centers, family child care homes, and home-based child services such as Early Head Start. It will be taken concurrently with the Infant and Toddler Lab course. The course will focus on respectful care giving of infants and toddlers - a concept introduced and promoted by Magda Gerber and widely taught throughout the United States in Wes Ed PITC (Program for Infant Toddler Care) institute trainings. Emphasis on child care routines as curriculum for infants and toddlers is a core concept in this course.

EDUC 125 (0932) Infant and Toddler Lab

Prerequisite: Concurrent Enrollment in EDUC 124 Infant and Toddler

Credit Hours: 1

This course is designed for teachers, child care professionals, and other adults working with younger children. Students will participate in observations of Infants and Toddlers in the child's natural environments. The focus will be on identifying developmental milestones and developmentally appropriate behaviors and skills. These will be recorded in portfolios as tools for assessment and documentation of the child's development.

EDUC 127 (1308) Preschool Child

Prerequisite: Concurrent Enrollment in EDUC 128 Preschool Child Lab

Credit Hours: 3

Designed for teachers, parents, and other adults to gain more understanding for and become more aware of the opportunities that exist to promote learning as they guide preschool age children.

EDUC 128 (1309) Preschool Child Lab

Prerequisite: Concurrent Enrollment in EDUC 127 Preschool Child

Credit Hours: 1

Designed for teachers, parents, and other adults to observe and thus become more aware of the opportunities that exist to promote learning as they guide preschool age children.

EDUC 134 (0842) Preprofessional Lab

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 1

An introductory lab experience in teach education. To help in understanding the role of the teacher and the school, students will be assigned to public schools in the area to assist the classroom teacher in almost all phases of classroom activity except teaching. Duties may include tutorial experience, taking class attendance and playground duty, etc.

EDUC 140 (0819) Introduction to Teaching

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

This course is designed to provide the student with a general knowledge of the teaching profession as it occurs in elementary and secondary education in the United States. Topics to be introduced will be as follows: the history of education, teaching methods, educational settings, and the roles of educational personnel.

EDUC 142 (0821) Early Childhood Education

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

An overview of early childhood education including the role of the preschool teacher, cultural environment, family relationships, parent education, and socioeconomic status.

EDUC 151 (0820) Children's Literature

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

This course is designed to familiarize students with the heritage, concentration genres, and criteria for evaluating children's literature; suggested selections of books for the elementary and middle school program, and methods of teaching literature among children in any setting.

EDUC 152 (0822) Children's Music

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

This course is directed toward students in the elementary education program. It is designed to show how music can be taught and integrated into other areas of the elementary classroom curriculum. Traditional areas of music instruction will be covered including fundamentals of music, singing, playing instruments, listening, moving to music, and creative experiences with music. In addition, we will study multicultural approaches to teaching and practice writing lesson plans focusing on the needs and interests of young children.

EDUC 154 (0831) Art Education

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

This course is designed to help art education and elementary education concentrations build an understanding of children's art and develop an art curriculum for their classroom that provides quality art experiences for every child. Emphasis will be placed on lab work and experimentation of various art materials suitable for the classroom. Instruction is based on lecture, class discussion, and lab work.

EDUC 121 (1319) Cultural Competency

Prerequisite: Internet Access and E-mail Account

Credit Hours: 1

This course is only available online. Participants in this training will understand a variety of subcultures by learning about specific cultural norms, values, codes of conduct, traditions and child rearing practices of ethnic, cultural norms, values, codes of conduct, traditions and child rearing practices of ethnic, cultural and other groups served by programs. Participants will define cultural child-rearing practices as well as explore their own culture, attitudes and beliefs. This course is instructor-led and interactive through discussions and assignments in course discussion boards. The Kansas Children's Service League in cooperation with SRS and KDHE has developed this course.

EDUC 109 (1351) Child Development: Day Care and Preschool 1 Credit Hour

EDUC 113 (1352) Child Development: Social and Emotional Development 1 Credit Hour

EDUC 112 (1353) Child Development: Curriculum for Learning 1 Credit Hour

Prerequisite: None

Examines and analyzes day care and preschool strategies, social and emotional development of the preschool child, and curriculum for learning in the preschool.

EDUC 147 (1601) Information Literacy

Prerequisite: None

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

Credit Hours: 2

An introduction to library print and electronic resources such as Web catalogs, indexes, reference materials, electronic magazine databases, and the Internet. The students will learn to deal with information and how to effectively access, evaluate and use it in an ethical manner.

EDUC 149 (5920) Introduction to Online Teaching

Prerequisite: None

Credit Hours: 2

This eight-week course will introduce students to the principles and practice of online teaching. Through online discussion forums, assignments, and activities, members of the class will discuss various approaches to creating a high level, interactive Internet learning experience for students. By the end of the course, each student will have created a course map, assignments and assessments which can be used in the student's own online course.

GEOG 101 (911) (ED) World Regional Geography

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

This course uses a world regional approach to geography. After learning the conceptual framework of geography, we will apply these concepts to specific regions of the world. Focusing on selected countries as case studies, the class will examine the ways in which the geographic environment molds peoples and nations. The themes of development and conflict will be stressed as they relate to the various regions of the world.

English

English as a Second Language (ESL) courses are listed
in the Student Success Center section of the catalog.

ENGL 95 (1554) Writing Essentials

Prerequisite: English Placement Test (Native Speakers of English)

English Placement Test and TOEFL score of 520 (Non-Native Speakers of English)

Credit Hours: 3

This course helps students obtain the skills they need to succeed in English Composition I. Serving those students who do not feel comfortable with their present composition skills or those whose tests scores show inadequate preparation for college composition, the course focuses on sentence level concerns, and it emphasizes the importance of writing clear, well-organized paragraphs. (Developmental Course)

ENGL 96 (1543) Writing For Academic Success

Prerequisite: English Placement Test (Native Speakers of English)

English Placement Test and TOEFL score of 520 (Non-Native Speakers of English)

Credit Hours: 3

This course helps students obtain the skills they need to succeed in English Composition I. It provides guidance in the areas of traditional grammar and helps students understand what writing strategies are available to them. Also, students learn how to generate topics and to write clear, well-organized paragraphs, and to serve as responsive readers. (Developmental Course)

ENGL 101 (1513) English Composition I

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: Placement Test Score

Credit Hours: 3

This course develops students' abilities in basic, written communication skills. It provides guidance in the areas of traditional grammar and communication logic and gives students practice in applying principles of exposition.

ENGL 102 (1514) English Composition II

Prerequisite: ENGL 101 English Composition I

Credit Hours: 3

This course continues to develop students' abilities in basic communication skills covered in English Composition I and introduces students to the techniques of research. In general, the class helps students master language and develop critical thinking and writing skills.

ENGL 200 (1570) Creative Writing
Reading Placement Test Level: Reading for Academic Success*
Prerequisite: None
Credit Hours: 3

This course gives students practice in creative writing. Instruction centers on the elements of style, techniques of structure, and the importance of observation, and opportunities for extensive reading in the genres. Students act as an audience and practice editing skills. In addition, students learn the steps involved in selling their work and in the publication process.

ENGL 206 General Literature
Reading Placement Test Level: Reading for Academic Success*
Prerequisite: None
Credit Hours: 3

This introduction to literature course is organized around three genres--short fiction, poetry, and drama--and the literary elements these genres have in common. Students will analyze individual texts to enhance their writing and critical thinking skills.

ENGL 208 (1520) Introduction to Western Literature
Reading Placement Test Level: No reading required
Prerequisite: None
Credit Hours: 3

This course examines selected poems, plays, and short essays from the ancient world to the Renaissance. It emphasizes how these literary works have influenced Western thought.

ENGL 212 (1523) Introduction to Literature I: Poetry and Drama
Reading Placement Test Level: Reading for Academic Success*
Prerequisite: None
Credit Hours: 3

This course increases students' general competence in literature and language and helps them develop analytical skills that can heighten the experience of reading a poem or play.

ENGL 213 (1524) Introduction to Literature II: Prose and Fiction
Reading Placement Test Level: Reading for Academic Success*
Prerequisite: None
Credit Hours: 3

This course stresses the reading and analysis of selected short stories and essays.

ENGL 217 (1540) The Novel
Reading Placement Test Level: Reading for Academic Success
Prerequisite: None
Credit Hours: 3

This course introduces students to the genre of the novel and gives them the opportunity to study selected, representative British and American novels. In general, this course aims to help students cultivate an appreciation of the novel.

ENGL 219 (1541) Film Appreciation
Reading Placement Test Level: Reading for Academic Success*
Prerequisite: None
Credit Hours: 3

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54
Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74
No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher
IO = Infrequently Offered Course

This course introduces students to the language of film, to its cultural dimensions, and to its history. Students study individual films as genre pieces, learn to judge visual images, and become aware of the aesthetic aspects of film.

ENGL 222 (1525) Explorations in Literature (IO)
Reading Placement Test Level: Reading for Academic Success*
Prerequisite: Instructor Permission
Credit Hours: 3

This course gives students the opportunity to explore a specific theme, author, or genre. Because this course is taught by arrangement, students must have the instructor's permission to enroll.

ENGL 215 (1539) Science Fiction (IO)
Reading Placement Test Level: Reading for Academic Success*
Prerequisite: None
Credit Hours: 3

This course gives students the opportunity to explore the science fiction genre in relation to changing technology and to explore parallel trends in literature, art, and film.

LEAR 95 (1553) Reading Essentials
Prerequisite: None
Credit Hours: 3

This course is designed to help students obtain the skills they need to succeed in college courses that are reading intensive. This course serves those students who do not feel comfortable with their present reading skills or those whose test scores show inadequate skills. A student receiving 54 or less on the COMPASS Reading Placement Assessment is required to take this course. Reading Essentials will focus on three of the five components of reading; fluency, comprehension, and vocabulary.

LEAR 96 (1717) Reading For Academic Success
Prerequisite: Reading Essentials and/or a score of 54 to 74 on Compass Reading
Credit Hours: 3

This course is designed to teach the student reading comprehension and critical thinking skills required to succeed in higher level reading intensive college courses. In this course, students learn to read and use information found in short passages, stories, poetry, drama, reviews of written works, directions, forms, and reports. The student will also be able to apply reading skills to the many genres of text.

HUMA 101 (5921) Introduction to the Humanities
Reading Placement Test Level: Reading for Academic Success*
Prerequisite: None
Credit Hours: 3

This course is a basic introduction to the humanities and to the various disciplines it represents. In addition, it helps students understand the influences affecting the human experience and the role the humanities play in personal and cultural enrichment.

Financial Services

FINA 101 (0540) AIB: Principles of Banking
Reading Placement: Test Level: Reading Essentials *
Prerequisite: None
Credit Hours: 3

Money and Banking presents a fundamental treatment of how money functions in the U.S. and world economies. Topics include the concept of the money supply, the Federal Reserve System, the role banks play as a money creator and participant in the nation's payment mechanism. This course also explains how the various types of financial institutions operate, the working of monetary and fiscal policies, the role of a Central Bank and International Banking.

FINA 115 (0295) Professional Selling for Financial Service Agents
Reading Placement: Test Level : Reading Essentials *

Prerequisite: None

Credit Hours: 3

An introduction to the basic principles of sales stressing consultative style selling for financial service representatives including development of a marketing plan and managing a client's financial plan. Emphasis is placed on referral type selling, identification of client needs and wants, buying motives, handling resistance, closing the sale, team selling and providing financial advice before, during, and after the sale. Emphasis will be placed on presenting a marketing plan and role-playing exercise.

FINA 117 (0300) Introduction to Investments

Prerequisites: ACCT 112 Financial Accounting

Credit Hours: 3

Introduction to Investments is a course designed to assist the student in acquiring an overview of the securities industry. The course includes investment markets, investment vehicles and transactions, and investment planning and risk return. Specific vehicles such as equity securities, fixed income securities and convertible securities are analyzed and correlated with Portfolio Theory and Analysis.

FINA 119 (0591) Basic Marketing

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

For students who intend to specialize in marketing or in any specific segment of the marketing system such as marketing research, the basic course in marketing ordinarily is the foundation stone of the program in their area of specialization. A group of nonbusiness students for whom a basic marketing course typically is required includes those in fields as financial services, home economics, distributive education, and pharmacy. Finally, the beginning marketing course may be taken by nonbusiness students on a purely elective basis simply because of their general interest in the field, or, for the general purposes of broadening their outlook and learning something about our business system.

FINA 126 (0298) Financial Management

Prerequisite: ACCT 112 Financial Accounting **and** AC CT 114 Managerial Accounting

Credit Hours: 3

Financial Management enables a student to obtain a working knowledge needed to apply the financial decision making process to a manager's financial operating decisions for his or her organization. Emphasis is placed on financial terminology, investment portfolios, risk, as well as the decision making process needed for both short and long term business financing. The course also provides the student with a working knowledge and understanding of stock and bond markets, interest rates, dividend policies, forecasting and project financial evaluation.

FINA 129 (0297) Introduction to Financial Planning

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

Introduction to Financial Planning introduces students to the importance of financial planning. Students will gain specific knowledge of various financial products and learn to assess a client's financial needs by evaluating current financial situations using net worth, rate of savings, and cash flow. Students will also examine how personal factors such as risk tolerance, goals, and time frame affect a client's investment decisions.

FINA 131 (0299) Life, Accident, and Health Insurance

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

Life, Accident, and Health Insurance examines life, accident, and health insurance simultaneously, from the viewpoints of the buyer, the advisor, and the insurer. The course offers a thorough examination of life

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

insurance company operations and regulations. Explaining how the life, accident, and health insurance products fit into the broad framework of financial planning from a financial management perspective, it now strengthens its treatment of fundamentals with more economic and financial theory and helps clarify the industry's global standing with numerous comparisons between U.S. and International practices.

FINA 150 (0306) Pre-Licensing Series 6 Limited Representative

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

The Pre-Licensing Series 6 Limited Representative course is offered to prepare the student for the Series 6 examination sponsored by the National Association of Securities Dealers (NASD), who sponsors the Series 6 examinations, does not approve nor disapprove of this course for learning purposes. Included in this course is the study of securities and securities markets, investment companies, prospectus regulations, annuities and variable contracts, retirement plans, rules and regulations, client accounts, investment recommendations, and brokerage office procedures.

FINA 151 (0303) General Securities Registered Representative Pre-Licensing Series 7

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

Pre-Licensing Series 7 General Securities Registered Representative is a course that enables students to prepare for the Series 7 examination sponsored by the National Association of Securities Dealers (NASD). The NASD, who sponsors the Series 7 examinations, does not approve nor disapprove of this course offering. The course is designed to measure accurately and reliably the degree to which each candidate possesses the knowledge, skills, and abilities needed to perform the critical functions of a registered representative (RR). This course covers Options, Regulations, Equities, New-Issues, Investment Analysis, Taxes and Tax Shelters, Investment Companies, Trading Markets, Customer Accounts, Debt Securities, Equity Securities, Government Securities, Direct Investments, and Margin Accounts.

FINA 201 (0296) Money and Banking

Prerequisite: ECON 203 Macroeconomics and ECON 204 Microeconomics

Credit Hours: 3

Money and Banking is a course designed to provide the student with a broad-based knowledge of the inner workings of the U.S. Banking system. The course is the study of the way in which money is created in a modern 21st century economy. It is the story of how the banking system "creates" money with the assistance of and under the influence of any nation's Central Bank, in the United States, The Federal Reserve System. The course discusses the tools of Monetary Policy available to the central bank. The role of the public and its government play in the process of the creation and circulation or flow of money is also an integral part of the course. Finally, the role of financial intermediaries and their history and the role of the financial markets is surveyed.

Fire Science

FIRE 101 (5651) Introduction to Fire Science

Prerequisite: None

Credit Hours: 3

An introduction to fire science and fire protection. Includes career opportunities in fire protection and related field; history of fire protection; fire loss analysis; public, quasi-public, and private fire protection services; specific fire protection functions; and fire chemistry and physics.

FIRE 104 (5665) Seminar in Fire Science

Prerequisite: None

Credit Hours: 3

The purpose of this course is to expose fire fighters to new and changing techniques in the field of fire science. The field of fire science changes rapidly due to the technological advances in equipment and apparatus. This course will prepare fire fighters currently in the field to keep abreast of the latest technology, equipment, and procedures used to prevent and control fires.

FIRE 110 (5650) Essentials of Fire Fighting

Prerequisite: None

Credit Hours: 4

Development of skills required for basic fire fighting. Focus on the theory of fire protection and on identification and use of equipment. Three hours of lab and three hours of lecture each week.

FIRE 120 (5653) Fundamentals of Fire Prevention

Prerequisite: None

Credit Hours: 3

A study of organization and functions of fire prevention, inspection, surveying and mapping procedures, recognition of fire and life hazards, engineering as a solution of a fire hazard, enforcing the solution of a fire hazard, and public relations.

FIRE 117 (5659) Fire Investigation

Prerequisite: None

Credit Hours: 3

A study of skills required to determine the cause of a fire. Course does not deal with arson investigation, except as it relates to fire cause determination.

FIRE 122 (5660) Fire Apparatus and Equipment

Prerequisite: None

Credit Hours: 3

Fire apparatus design, specifications, and performance capabilities; effective utilization of apparatus in fire science emergencies.

Foreign Language

LANG 104 (1121) French I (IO)

Prerequisite: None

Credit Hours: 5

An introduction to French with emphasis on the study of grammar and creation of sentence structure. The course is designed to build vocabulary to 600 words and to enable students to use the language in proper grammar and pronunciation.

LANG 105 (1122) French II (IO)

Prerequisite: LANG 104 French I

Credit Hours: 5

A continuation of French I covering the final areas of grammar with emphasis on usage in the language, constructing conversations and paragraphs.

LANG 116 (1131) German I (IO)

Prerequisite: None

Credit Hours: 5

An introduction to the German language including German pronunciation and vocabulary.

LANG 117 (1132) German II (IO)

Prerequisite: LANG 116 German I

Credit Hours: 5

A continuation of German I, building vocabulary, comprehension, and conversation.

LANG 127 (1152) Spanish I

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

Reading Placement: Test Level: Reading Essentials *

Prerequisite: None

Credit Hours: 5

Spanish I is a five credit hour transfer course. Upon completion of the course, students will be able to pronounce, read, write, and understand basic Spanish phrases. Comprehension, oral, and written, will focus on "survival skills" in the target culture. Students will be able to ask directions, greetings, know dates, days of the week and months, tell time, and order food, etc.

LANG 128 (1153) Spanish II

Prerequisite: LANG 127 Spanish I

Credit Hours: 5

Spanish II is a five credit hour transfer course. Spanish II is a performance-oriented program designed to make the study of Spanish a flexible and personal experience. Upon completion of the course, students will be able to pronounce, read, write, and understand Spanish phrases and maintain a full conversation. Comprehension, oral and written, will focus on "survival skills" as well as exposure to Spanish literature such as poems and short stories. The student will be fully involved in the study of all tenses in Spanish (present, preterite, imperfect, future, conditional, and subjunctive) as well as the use of command forms both familiar and formal.

LANG 130 (1161) Russian I (IO)

Prerequisite: None

Credit Hours: 5

An introductory course designed to familiarize students with the basic knowledge elements necessary for listening, speaking, reading, and writing the Russian language and for understanding current Russian culture and society.

LANG 131 (1162) Russian II (IO)

Prerequisite: LANG 130 Russian I

Credit Hours: 5

Russian II is a second semester course designed to familiarize students with the basic knowledge elements necessary for listening, speaking, reading, and writing the Russian language and for understanding of current Russian culture and society.

Geography

GEOG 101 (911) World Regional Geography

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

The first part of the course surveys the basic concepts of physical and human geography. In the remainder of the course these concepts are applied to a study of the major regions of the world - The Americas, Europe, Asia, The Pacific, the Middle East, and Africa. Emphasis is placed on the themes of development, conflict, and globalization, with the goal of providing students the tools to develop informed perspectives on current global events. After an introduction to a general conceptual framework of geography, we will apply these concepts to specific regions of the world. Focusing on selected countries and geographic themes as case studies, the class will examine the ways in which the geographic environment molds peoples and nations. Special emphasis will be placed on global issues involving the environment, cultural/political conflict and economic development.

GEOG 102 (912) North American Geography

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

This is a course about the human geography of the United States. Its emphasis is on the different peoples who occupy it and on the distinctive cultural sub-regions of which it is comprised. The course does pay a small amount of attention to physical geography, and also to the cultural conditions prevailing in the neighboring countries of Canada and Mexico, but in both instances the intent is to provide a more realistic context for understanding the human geography of the United States.

GEOG 202 Economic Geography
Reading Placement Test Level: Reading for Academic Success*
Prerequisite: None
Credit Hours: 3
This course is an introduction to and overview of the spatial organization and growth of economic systems, and people's use and abuse of the earth's resources. Upon completion, students should have a basic understanding as to how society organizes its economic activity in space, how interregional differences in economic well-being may come about, and how such processes affect their own daily life and professional plans

Graphic Design

GRAP 101 (1145) Graphic Communication
Reading Placement: Test Level : Reading Essentials *
Prerequisite: None
Credit Hours: 3
This is a basic course in writing copy for the graphic industry. Basic grammar rules and punctuation will be reviewed. Instruction will be given in research methods used by copy writers as well as digital methods of typesetting. Guidelines for combining image and type, writing effective headlines, slogans, and body copy for all type of print ads will be included. Communicating with a client and other graphic design professions (i.e., printers, typesetters, manufacturers, etc.) will be covered.

GRAP 202 (1141) Digital Photography
Reading Placement: Test Level : Reading Essentials *
Prerequisite: None
Credit Hours: 3
Learn to use a digital camera (yours or ours) along with scanning, studio lighting, and photo restoration. PhotoShop is your darkroom for resizing, cropping, and formatting for print and for web applications.

GRAP 107 (1099) Introduction to Desktop Publishing
Reading Placement: Test Level : Reading Essentials *
Prerequisite: None
Credit Hours: 3
This introductory course into the Macintosh computer explores basic computer skills, with emphasis given to page layout for desktop publishing. Students will learn basic skills using design and illustration, photo-imaging, and page layout software.
GRAP 110 (1096) Drawing Fundamentals
Reading Placement: Test Level : Reading Essentials *
Prerequisite: None
Credit Hours: 3
This course develops drawing skills necessary for the graphic designer. Emphasis is placed on a variety of black and white techniques useful in communicating to a mass audience. Proper use of line, form, value, perspective, and figurative techniques are studied.

GRAP 112 (1135) Two-Dimensional Design
Reading Placement: Test Level : Reading Essentials *
Prerequisite: None
Credit Hours: 3
An introductory course dealing with the elements and principles of design, perception, and spatial organization. Design concepts, materials, media, and graphic design processes are explored using traditional and digital methods.

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54
Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74
No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher
IO = Infrequently Offered Course

GRAP 113 (1136) Three-Dimensional Design

Reading Placement: Test Level : Reading Essentials *

Prerequisite: None

Credit Hours: 3

An introduction to the depth, volume, and spatial organization as an additive to two-dimensional elements and principles of design. The evolution of form and the dynamics of structure are explored with various materials, techniques, and processes.

GRAP 118 (1117) Typography

Reading Placement: Test Level : Reading Essentials *

Prerequisite: None

Credit Hours: 3

An introduction to the theory and practice of typographic design. The principles of type are studied focusing on letterforms, point size, kerning, leading, and appropriate type selection. The study and identification of type families and categories will be emphasized. Students will learn the typographic elements and techniques by which they can effectively communicate to a mass audience. Instruction will consist of lecture, class discussion, and projects.

GRAP 120 (1028) Color Theory

Reading Placement: Test Level : Reading Essentials *

Prerequisite: None

Credit Hours: 3

This course explains the basic principles of color as applied to pigment, light, and print. Color psychology, symbolism, manipulation, sensation, temperature, harmonies, and packaging stimulate further inquiry into graphic design and client/sales persuasion. The course uses lecture, discussion, and color exercises to explore color theory and application.

GRAP 122 (1112) Illustration Techniques

Reading Placement: Test Level : Reading Essentials *

Prerequisite: None

Credit Hours: 3

This course focuses on illustration as a communicative device in developing total design concepts to solve graphic problems of professional scope and complexity in a variety of media. Freelance illustration for all the design disciplines (fashion, graphics, product, interiors, and environmental) will be discussed as well as illustration trends in the field.

GRAP 128 (1097) Digital Animation

Reading Placement: Test Level : Reading Essentials *

Prerequisite: None

Credit Hours: 3

An introductory course in digital animation using Macromedia Flash software. Creating moving images in the swf file format specifically for use on the Internet will be featured.

GRAP 130 (1114) Mixed Media

Reading Placement: Test Level : Reading Essentials *

Prerequisite: None

Credit Hours: 3

An advanced course dealing with the relationship of the designer to different audiences. The potential of graphics as a vehicle for communication in signage, editorials, print, packaging, television, radio, and displays. Traditional and electronic media will be utilized to develop concepts specific to a client's needs and/or constraints. Design trends will be explored as pertaining to different graphic materials.

GRAP 151 (1113) Cartooning (IO)

Reading Placement: Test Level : Reading Essentials *

Prerequisite: None

Credit Hours: 3

This course deals with a variety of illustration techniques as they apply to the field of cartooning. Drawing the human figure, multiple points of view and perspective, comic book styles, and various comic strips will be covered in this course.

GRAP 152 (1114) Graphic Communication Internship

Reading Placement: Test Level : Reading Essentials *

Prerequisite: None

Credit Hours: 3

This course provides students a professional graphic design work experience through a directed and evaluated internship within the community. On-the-job training will allow students to learn first-hand responsibilities including deadline, employer demands, bidding, pricing, working with a client, as well as become familiar with the environmental differences of an advertising agency, graphic design studio, or print production house.

GRAP 201 (1116) Professional Preparation

Reading Placement: Test Level : Reading Essentials *

Prerequisite: None

Credit Hours: 3

This course will deal with the development of a portfolio, resume, business card, letterhead, and personal logo in preparation for work in the field. Interviewing techniques, business practices, professional associations, resources, and job-seeking skills will be discussed.

GRAP 204 (1137) Digital Illustration

Reading Placement: Test Level : Reading Essentials *

Prerequisite: None

Credit Hours: 3

This course will focus on using the Macintosh computer as an Illustrative/Graphic Design tool. Students will create graphics and illustrations using graphic specific software, i.e., Macromedia Freehand and/or Adobe Illustrator. The use of design and illustration is emphasized.

GRAP 206 (1140) Photo Editing Software

Reading Placement: Test Level : Reading Essentials *

Prerequisite: None

Credit Hours: 3

This is an introductory course in photo-imaging using the computer, a scanner, a digital camera, and Adobe Photoshop software. Students will learn to create and manipulate photo images and incorporate those images into graphic design. Image quality and the use of photography in the design process will be emphasized.

GRAP 208 (1139) Website Design Software

Reading Placement: Test Level : Reading Essentials *

Prerequisite: None

Credit Hours: 3

This course will feature Macromedia Dreamweaver software. Students will learn about creating web pages and then create one for their online portfolios. These pages will be linked to the Labette Community College Graphic Design page for use by the students as a web presence for them as they seek employment.

GRAP 210 (1143) Digital Page Layout

Reading Placement: Test Level : Reading Essentials *

Prerequisite: None

Credit Hours: 3

Using QuarkXPress as the platform students will incorporate graphics, scanned images, digital photography and text into advanced design projects. Concept development, design quality, and effectiveness of communication will be emphasized.

GRAP 216 (1138) Production Art

Reading Placement: Test Level : Reading Essentials *

Prerequisite: None

Credit Hours: 3

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

*No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher
IO = Infrequently Offered Course*

Students will study the fundamentals of preparing text and artwork to be sent to the printer. Traditional and digital methods to produce mechanicals will be explored. Communication with the printer or service bureau will be discussed.

Healthcare

HEAL 101 (5280) Cardiopulmonary Resuscitation

Prerequisite: None

Credit Hours: 0.5

A complete course of Basic Life Support (BLS), which includes facts about heart attack, prevention, signs, symptoms, management, learning and performing CPR techniques, chest compression, mouth to mouth, and the Heimlich Maneuver techniques.

HEAL 104 (5488) CPR/First Aid

Prerequisite: None

Credit Hours: 1

This course is designed to teach the basic levels of the first aid and CPR for the layperson until medical help arrives. This course will help individuals recognize emergencies and make appropriate decisions regarding care.

HEAL 107 (1366) Paid Nutrition Assistant

Prerequisite: 8th grade level reading test according to Compass **or** Reading Essentials

Credit Hours: 1

State approved course which prepares the student to assist residents with eating in an adult care home. The student must successfully pass the state competency test in order to pass the course. A certificate of completion of training will be awarded to the successful student.

HEAL 110 (5198) Psychology of the Aging Process

Prerequisite: None

Credit Hours: 1

This course is designed to examine the psychological and physical changes incurred during the aging process. In addition, the traumas of death and dying are discussed.

HEAL 112 (5197) Policy and Performance Skills

Prerequisite: None

Credit Hours: 1

This course is designed to familiarize participants with nursing home procedures and policies and their differences. The three types of communications are explained along with the techniques that might aide or hinder them. Resident's rights are also discussed.

HEAL 113 (2278) Activity Director Certification

Prerequisite: Concurrent enrollment in HEAL 112 Policy and Performance Skills **and** HEAL 110

Psychology of the Aging Process

Credit Hours: 1

Provides activity directors with an overview of the specialized service involved in the programming of activities for the aged. The aging process and its effects on activities, treatment, and management of the elderly will be presented.

HEAL 114 (2279) Social Service Designee Certification

Prerequisite: Concurrent enrollment in HEAL 112 Policy and Performance Skills **and** HEAL 110

Psychology of the Aging Process

Credit Hours: 1

This course is designed to provide social service designees with an overview of the specialized services involved in the programming of activities, treatment, and management of the elderly will be presented.

HEAL 115 (5465) Adult Care Home Operator

Prerequisite: None

Credit Hours: 2

This course is designed to provide operators of assisted living facilities, residential health care facilities, home plus, and adult day care facilities with information on the principles of assisted living. The aging process and its effect on activities, treatment, and management of the elderly will be presented. Participants who attend all sessions and successfully complete a comprehensive examination will meet the requirements to be an operator as established by the Kansas Department of Health and Environment.

HEAL 118 (5377) Topics in Long Term Care

Prerequisite: None

Credit Hours: 0.5

This course is designed to facilitate continuing education hours for employees of licensed long term care facilities. The topics of each inservice will change to meet the continuing education requirements of the State of Kansas.

HEAL 121 (5211) Nurse Aide: Geriatric

Prerequisite: Two-Step TB Skin Test and Compass Reading Test

Credit Hours: 6

This course prepares the student to take the state examination for nurse aide certification. Identify and apply in the clinical setting the basic concepts and principles of resident welfare, safety, psychosocial needs of residents, resident rights, rehabilitation, and legal and ethical responsibilities. Apply the knowledge of basic disease process, aging process, and nursing procedures to the care of residents encountered in a long-term care facility.

HEAL 122 (5100) Certified Nurse Aide Bridge Course

Prerequisite: Must be Certified Physical Therapist Assistant or Registered Occupational Therapist Assistant

Credit Hours: 2

Prepares individuals who are certified physical therapy assistants (CPTAs) or registered occupational therapy assistants (ROTAs) to meet the nurse aide requirements in the state of Kansas. To be certified as a nurse aide, the CPTA/ROTA must successfully complete the course, the skills check list, and the state of Kansas certified nurse aide examination.

HEAL 129 (1853) Home Health Aide

Prerequisite: Must be Certified Nurse Aide (CNA)

Credit Hours: 1

Prepares student to take the state examination for Home Health Aide. Familiarizes the student with the functions and purposes of home health agencies and prepares the student to work as a home health aide. Tasks performed by the home health aide may include but are not limited to: assisting the client to bathe, dress and groom; safely assisting clients in ambulation; maintaining a record of services provided as well as observations of the apparent status of client's condition; preparing and serving foods following specialized diets; cleaning the client's environment including changing of bed linens and laundry tasks; and performing a variety of miscellaneous duties as prescribed in a written plan of care.

HEAL 131 (5212) Medication Aide

Prerequisite: Two-Step TB Skin Test and Must be Certified Nurse Aide (CNA); Compass Reading Test

Credit Hours: 5

Prepares student to take the state examination for medication aide certification. Designed to provide skills essential for the administration, care, and handling of medications that are for oral ingestion and external application. Emphasis will be placed on current medications and their effects on the elderly. In addition, this course includes overmedication and drug abuse, drug-drug and drug-food interactions, Drug Classification Update, regulations, and legal considerations of administering drugs.

HEAL 132 (5221) Medication Aide Recertification

Prerequisite: Must be Medication Aide

Credit Hours: 1

A review of skills essential for the administration, care, and handling of medications. Required every two years by state regulations.

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

HEAL 142 (5213) Emergency Medical Technician – Basic (EMT-B)

Prerequisite: Compass Reading Test

Credit Hours: 10

Develops student skills in recognizing symptoms of illness and injuries and proper procedures of emergency care. Prepares the student to take the state examination for Emergency Medical Technician certification. Students should be able to lift 100-150 pounds.

HEAL 143 (5223) Emergency Medical Training – Intermediate (EMT-I)

Prerequisite: HC 5213 Emergency Medical Technician – Basic

Credit Hours: 5

Designed to maintain certification of the Emergency Medical Technician. This course will advance the skills of EMTs in the assessment of critically ill and injured patients. The course will instruct EMTs in proper protocol in initiating and maintaining intravenous fluid therapy.

HEAL 144 (5214) Emergency Medical Technician Refresher Seminar I

Prerequisite: Must be Kansas Certified First Responder or Higher

Credit Hours: 1

Designed to maintain certification of the Emergency Medical Technician.

HEAL 148 (5200) First Responder

Prerequisite: Compass Reading Test

Credit Hours: 6

This course is designed for individuals that are interested in providing basic life support medical care to patients in the pre-hospital setting. It will provide the student with the opportunity to gain information, skills, and attitudes necessary to gain certification as a First Responder in the State of Kansas. This course provides training in basic pre-hospital medical care for those who are pat to be on the scene of an emergency prior to an advance life support ambulance and/or a paramedic or EMT. The First Responder course is meant to make the student proficient in the delivery of basic emergency medical care at a level deemed appropriate by the Department of Transportation and the Kansas Board of EMS. Completion of this course ends with the final practical and written test. The state examination and certification are done on the students' own and are not part of the course. Passing the course does not guarantee state certification.

HEAL 149 (5099) First Responder to EMT – Basic Bridge

Prerequisite: Must be Kansas Certified First Responder

Credit Hours: 6

This course identifies objectives fully covered, partially covered, or not covered in the First Responder curriculum, as modified by the Kansas Board of Emergency Medical Services, necessary for an EMT-B initial course of instruction

Students must meet the requirements outlined in K.A.R. 109-11-13 and 109-11-8. Participants successfully completing this training are eligible to take the National Registry EMT-B written examination and the state practical examination.

HEAL 151 (5819) Advanced Cardiac Life Support (ACLS)

Prerequisite: None

Credit Hours: 1

This course is designed to provide the participant with the skills to respond to acute cardiovascular situations in and out of the hospital setting.

HEAL 163 (5190) Preparation for Pharmacy Technician Certification

Prerequisite: Working experience or consent of instructor

Credit Hours: 3

This course is designed to train the student to work in a pharmacy under the supervision of a licensed pharmacist and is organized around three major areas: assisting the pharmacist in serving patients, medication distribution and inventory, and operations. This course prepares the student to take the national Pharmacy Technician Certification Board (PTCB) examination.

History

HIST 101 (2251) American History To 1877

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

A survey of the social, political, cultural, diplomatic, and economic development of North America, the British colonies, and the United States from before the arrival of Europeans to 1877.

HIST 102 (2252) American History Since 1877

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

A survey of the social, political, cultural, diplomatic, and economic development of the United States from 1877 to the present.

HIST 103 (2253) World Civilizations To 1500

Reading Placement Test Level: No reading required

Prerequisite: None

Credit Hours: 3

A survey of world civilizations from prehistory to about 1500 C.E. The civilizations of the Ancient Near East, India, China, Greece, Rome, Ancient America, the Muslim world, and Medieval Europe will be compared through their politics, religions, philosophies, societies, economics, and cultures.

HIST 104 (2254) World Civilizations Since 1500

Reading Placement Test Level: No reading required

Prerequisite: None

Credit Hours: 3

A survey of world civilizations from 1500 C.E. to the present, with emphasis on the causes and effects of the hegemony of Western Civilization, the emergence of globalization, and the historical roots of today's global issues.

HIST 108 (2210) Current World Affairs

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

This course is an in-depth study of current events, trends and developments that affect daily life. In this course, we explore broad forces at play in the world: international economics, national interests, military power, nationalism, ethnicity, the environment and human rights. We will discuss world events as they unfold before our eyes and seek to understand them in light of their historical context. Students will leave this class with both a vision of the world's vast political landscape and the ability to better understand the multitude of events that comprise that landscape.

HIST 119 (2262) Explorations in History

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 1-3

These are history courses that focus on a particular historical field, time period, or topic. Previously offered courses include: *European History*, *American Indian History*, *African-American History*, and *Women's History*.

HIST 201 (2260) Kansas History

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

A Political, social, cultural, and economic survey of Kansas history from before the arrival of Europeans to the present day, emphasizing how the history of Kansas fits in to the larger scope of American history.

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

Home Economics

FCS 103 (1304) Consumer Education (IO)

Prerequisite: None

Credit Hours: 3

Consumer education involves a number of current issues including advertising, better buymanship, credit, insurance, investments, taxes, and government control.

FCS 108 (1354) Family Law (IO)

Prerequisite: None

Credit Hours: 3

An introduction to the concentration aspects of family law, subject matter includes marriage regulations, equality of spouses, abortion, establishing paternity, adoption, parental authority and custody, child support, child neglect and abuse, divorce, alimony, and separation agreements.

FCS 115 (5201) Foster Parent Training (IO)

Prerequisite: None

Credit Hours: 1

Helps prospective foster parents to understand the role of temporary parents and caregivers. Assists foster parents in understanding dysfunctional families and children who come from these homes.

FCS 141 (1305) Foods for Today (IO)

Prerequisite: None

Credit Hours: 1

Fundamentals of food purchasing, preparation, and meal service with emphasis in nutritional adequacy and management. Lab work included.

FCS 143 (1360) Food for Man (IO)

Prerequisite: None

Credit Hours: 3

This is a study of man's food supply and resources throughout the world, and a study of the developments in foods and nutrition and the implication of proper nutrition for world populations.

FCS 150 (1300) Interior Design (IO)

Prerequisite: None

Credit Hours: 3

A study of types of housing, architectural styles, principles of designing a house, including criteria for selecting and evaluating floor plans. Detailed discussion of the principles and elements of design as they apply to backgrounds and furnishings. Other topics: furniture types and arrangements, window planning selection and treatments, floor coverings, lighting, accessories, and low-budget decorating.

Management

BUAD 115 (0432) Principles of Management

Prerequisite: None

Credit Hours: 3

Introduction to the management functions of planning, organizing, leading/motivating, and controlling.

MNGM 126 (0305) Foundations of Small Business

Prerequisite: None

Credit Hours: 3

This course provides a framework for the planning process in small business beyond the usual financial planning.

MNGM 157 (0308) Management Seminar

Prerequisite: None

Credit Hours: 3

This course will provide students with an opportunity to study topics of special interest to them.

MNGM 161 (0584) Personnel Management

Prerequisite: None

Credit Hours: 3

A study of different aspects of the human resources function as it relates to providing business with a capable workforce and ensures the employees have programs that provide adequate compensation, benefits, and a safe and healthy work environment.

Managing Human Resources for Business/Industry

MNGM 103 (5455) Quality Assurance for Supervisors

Prerequisite: None

Credit Hours: 3

Provides the first line supervisors with an understanding of the Quality Assurance function as it relates to inspection requirements, product quality problem resolution, product improvement, and customer satisfaction.

INDU 105 (5456) Business & Industry Safety for Supervisors

Prerequisite: None

Credit Hours: 3

Provides the first line supervisor in business and industry with an understanding of the safety and health hazards in the workplace and the methods to provide employees a safe and healthy work environment.

MNGM 152 (5329) Leadership Training Techniques I

Prerequisite: None

Credit Hours: 3

Develop effective management/leadership skills through the study of various management philosophies, team building concepts, and the leadership characteristics of past and present prominent leaders.

MNGM 172 (5350) Supervision I

Prerequisite: None

Credit Hours: 3

This course is designed for prospective or practicing first-line supervisors. The course covers the basic management functions of planning, organizing, leading, and controlling. The student will be provided insight as to how the work environment and human relationships of employees determine the role of the supervisor as part of the organization's management team.

Manufacturing

INDU 109 (5316) Blueprint Reading (Manufacturing)

Prerequisite: None

Credit Hours: 3

This course covers the interpretation of blueprints: visualizing the shape of objects from mechanical drawings, identifying different parts of the object in different views, knowing the size of any part of the object as taken from the drawing, identifying the name of common parts called for on the drawings, and knowing what kind of material and how many pieces of each part are required.

INDU 158 (0807) Introduction to Quality Control I

Prerequisite: None

Credit Hours: 3

An introduction to total quality control and the concentration benefits it brings to a modern organization. The course provides an understanding of the systems approach to quality, the economics that govern cost-effective systems management, how quality is organized, and how fundamental issues are involved in organizing.

INDU 164 (5700) Welding I

Prerequisite: None

Credit Hours: 3

This course will offer students basic principles of arc, mig, and oxyacetylene welding. The study of machines, electrodes, wires, metals, use of cutting torch, arc welders, wire welders, oxyacetylene practices as well as safety will be practiced.

INDU 165 (5701) Welding II

Prerequisite: INDU 164 Welding I **or** approval of instructor

Credit Hours: 3

This course will offer students advanced principles of arc, mig, and oxyacetylene welding. The study of machines, electrodes, wires, metals, use of cutting torch, arc welders, wire welders, oxyacetylene practices as well as safety will be practiced.

INDU 125 (5311) Fundamentals of Electronics I

Prerequisite: Applied Mathematics or Algebra

Credit Hours: 3

Study of the basic skills in electricity and electronics including equipment use, basic electronic formulas, and receiving basic skills to enter the electronics field.

Mathematics

MATH 88 (0811) Foundations of Math

Prerequisite: Placement Test Recommendation

Credit Hours: 3

This course is designed to help students improve their mathematical skills in the areas of whole numbers, fractions, decimals, measurement, and percents. The basic operations of addition, subtraction, multiplication, and division will be stressed in all areas. (Non transferable)

MATH 106 (1707) Applied Mathematics

Prerequisite: Placement Test Recommendation *or*

C or better in MATH 88, Foundations of Math

Credit Hours: 3

This course is designed to help vocational students and other career minded students develop and refine job-related mathematical skills. The course includes material on arithmetic operations, problem solving techniques, estimation of answers, measurement skills, and geometry.

MATH 96 (1717) Beginning Algebra

Prerequisite: Placement Test Recommendation *or*

C or better in MATH 88, Foundations in Math

Credit Hours: 3

This course will build skills in basic algebra concepts. Topics covered in the course will include the basic language and terms of algebra, rules for signed numbers, techniques for solving linear, quadratic, and literal equations, rules and properties of exponents as applied to algebraic expressions, and the graphing and solving of linear equations and linear systems in two unknowns. (Non transferable)

MATH 100 (1718) Intermediate Algebra

Prerequisite: Placement Test Recommendation *or*

C or better in MATH 96, Beginning Algebra

Credit Hours: 3

This course will continue on from MATH 96 Beginning Algebra to cover properties of relations and functions, properties of radicals and radical expressions, properties of rational expressions, solving quadratic equations using root extraction and the quadratic formula, and extending and building graphing concepts from lines to basic polynomial functions. (Non transferable)

MATH 111 (1713) Mathematics for Education

Prerequisite: Placement Test Recommendation *or*

C or better in MATH 100, Intermediate Algebra

Credit Hours: 3

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

This course is designed to provide a foundation of theory for many of the concepts found in the current elementary and middle school mathematics classroom. This course will examine topics related to the Real Number system, such as set theory, logic, probability theory, and statistics, all from a problem solving approach. The use of technology (e.g. calculator, the Internet, etc.) as tools for problem solving and research will be an integral part of the course.

MATH 115 (1719) College Algebra

Prerequisite: Placement Test Recommendation *or*
C or better in MATH 100 Intermediate Algebra

Credit Hours: 3

This course continues from MATH 100 Intermediate Algebra to cover and extend the properties of functions and their inverses, properties and graphs of the exponential and logarithmic functions, graphing techniques for general higher order polynomials and rational functions, and various solution techniques for solving higher order linear systems of equations. Topics on sequences and series will be presented as time permits. Use of technology such as the graphing calculator and some computer packages will be incorporated into the course.

MATH 120 (1720) Elementary Statistics

Prerequisite: Placement Test Recommendation *or* MATH 115 College Algebra

Credit Hours: 3

This course is an introduction to fundamental statistical concepts and techniques with computer capability for applying these techniques to data. Includes descriptive statistics, nonparametric statistics, sampling techniques, hypothesis testing and other statistical inference.

MATH 122 (1722) Introduction to Analytical Processes

Prerequisite: Placement Test Recommendation of MATH 125 Trigonometry or higher or successful completion of MATH 115 College Algebra with a C or better.

Credit Hours: 3

This course will begin with a review of algebra skills. It will introduce topics in elementary linear algebra including vectors and vector operations with respect to business applications. It will also introduce topics in differential and integral calculus. The optimization of functions using the derivative of both single and multivariate functions is presented. Throughout the course emphasis will be given to practical applications in business management and accounting.

MATH 125 (1730) Trigonometry

Prerequisite: Placement Test Recommendation *or* MATH 115 College Algebra

Credit Hours: 3

This course will cover the basic trigonometric functions on the right triangle and extend to rules for solving non-right triangles. Trigonometric identities will be derived and proven. Complex numbers and applications to the sciences will be presented. This course should be taken by any student needing to take Calculus I who has not yet had any exposure to the trigonometric functions. This course is recommended for any student needing to take physics and is required for most pre-engineering and engineering programs.

MATH 127 (1746) Business Calculus (IO)

Prerequisite: Placement Test Recommendation of MATH 125 Trigonometry or higher or successful completion of MATH 115 College Algebra with a C or better.

Credit Hours: 3

This course begins with a review of basic algebra skills. The course includes the operation of differentiation of single and multi-variable functions. The power, sum and difference, product, quotient, and chain rules for differentiating various functions will be covered. The course will then cover the anti-derivative and various methods of integrating functions. Emphasis will be given to applications in the fields of business and accounting.

MATH 130 (1751) Calculus I

Prerequisite: Placement Test Recommendation *or* MATH 125 Trigonometry

Credit Hours: 5

The first course in the calculus sequence will cover the concepts of limits and continuity of polynomial, rational, trigonometric, and exponential functions. The concept of rates of change and the derivative will be applied to these functions. The course will come to a close with the concepts of the anti-derivative and

properties and definition of the definite integral. This course is required of any student seeking a degree in physics, mathematics, engineering, chemistry, and other related fields at a four-year institution.

MATH 131 (1752) Calculus II
Prerequisite: MATH 130 Calculus I
Credit Hours: 5

This second course in the calculus sequence will cover the concepts of limits as applied to transcendental functions. Various substitution techniques for evaluating integrals will be presented. Problems involving areas, volumes of surfaces, and moments will be developed and solved. The course will cover sequences and series and look at properties of convergence and divergence. There will be an introductory look at differential equations and coverage of polar coordinates and parameterized curves. This course is required of any student seeking a degree in physics, mathematics, engineering, chemistry, and other related fields at a four-year institution.

MATH 201 (1753) Calculus III
Prerequisite: MATH 131 Calculus II
Credit Hours: 5

This third course will complete the calculus sequence. The course will cover infinite sequences and series and test of convergence and divergence. The calculus of multivariable functions, partial derivatives, and optimization of higher dimensional surfaces will be covered. The theory and use of vector-valued functions to calculus will be presented. Problems of areas, volumes, and moments will be extended to three-dimensional space and solved using multiple integration techniques (including the line integral, Stoke's Theorem, and Green's Theorem in vector fields). This course is required of any student seeking a degree in physics, mathematics, engineering, chemistry, and other related fields at a four-year institution.

MATH 202 (1740) Differential Equations
Prerequisite: MATH 201 Calculus III
Credit Hours: 3

This course will include solution techniques for the standard ordinary differential equations of the first and second order (with some generalization to higher order equations). Power series solution techniques for linear equations with constant coefficients will be presented. Solution of differential equations using the Laplace Transform will be presented. Applications to geometry and the physical science will be presented and covered. This course is required of any student seeking a degree in physics, mathematics, engineering, chemistry, and other related fields at a four-year institution.

Music

MUSI 101 (1051) Music Appreciation
Prerequisite: None
Credit Hours: 3

This is a survey course in basic fundamentals of music, and from this foundation moving into a better understanding of styles and music from different periods in history. The main purpose is for students to gain a broader understanding of and appreciation for many types and styles of music. We will also see how music is influenced by social, religious, political, and scientific advancements happening in the world at any given time.

MUSI 103 (1063) Music Literature
Prerequisite: None
Credit Hours: 3

An in-depth study of music from medieval to contemporary periods. Emphasis is on stylistic analysis of significant musical works from each period. Designed for music concentration and minors.

MUSI 104 (1092) History of Jazz and Rock
Prerequisite: None

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54
Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74
No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher
IO = Infrequently Offered Course

Credit Hours: 3

This is a survey course that shows the logical musical derivatives and developments of jazz and rock music. At the same time the course will identify and listen to the important elements that compose the individual styles of jazz and rock music as they evolved from era to era.

MUSI 124 (1163) Recorder Ensemble

Prerequisite: None

Credit Hours: 1

This course provides students with the opportunity to rehearse and perform recorder literature for both pleasure and improved musical knowledge.

MUSI 125 (1164) College Band I

Prerequisite: None

Credit Hours: 1

The course will provide students with the opportunity to rehearse and perform worthwhile literature for both pleasure and improved musical knowledge. Performances are given at the College and for various organizations throughout the community. College Band will combine with the Community Band for various concerts.

MUSI 126 (1165) College Band II

Prerequisite: College Band I

Credit Hours: 1

This course will be a continuation of College Band I.

MUSI 127 (1040) College Choir I

Prerequisite: None

Credit Hours: 1

The College Choir provides students with the opportunity to rehearse and perform worthwhile literature for both pleasure and improved musical knowledge. Performances are given at the college, and for various organizations throughout the community. The College Choir combines with the Community Choir for various concerts.

MUSI 128 (1087) College Choir II

Prerequisite: MUSI 127 College Choir I

Credit Hours: 1

This course is a continuation of MUSI 127 College Choir I and provides students with the opportunity to rehearse and perform worthwhile literature for both pleasure and improved musical knowledge. Performances are given at the college, and for various organizations throughout the community. The College Choir combines with the Community Choir for various concerts.

MUSI 129 (1046) College Orchestra I

Prerequisite: None

Credit Hours: 1

This course provides interested persons with the opportunity to rehearse and perform worthwhile literature for both pleasure and improved musical knowledge. One can either enroll for credit or can simply come and play for the enjoyment of making music.

MUSI 130 (1077) College Orchestra II

Prerequisite: MUSI 129 College Orchestra I

This course is a continuation of MUSI 129 College Orchestra I and provides interested persons with the opportunity to rehearse and perform worthwhile literature for both pleasure and improved musical knowledge. One can either enroll for credit or can simply come and play for the enjoyment of making music.

MUSI 132 (1045) Community Chorus

Prerequisite: None

Credit Hours: 1

The Community Chorus provides interested persons with the opportunity to rehearse and perform worthwhile literature for both pleasure and improved musical knowledge. One can either enroll for credit or can simply come and sing for the enjoyment of joining others in song.

MUSI 133 (1093) Community Orchestra

Prerequisite: None

Credit Hours: 1

The Community Orchestra provides interested persons with the opportunity to rehearse and perform worthwhile literature for both pleasure and improved musical knowledge. One can either enroll for credit or can simply come and play for the enjoyment of making music.

MUSI 134 (1036) Folk Instrument Ensemble

Prerequisite: None

Credit Hours: 1

This course provides students with the opportunity to rehearse and perform folk instrument literature for both pleasure and improved musical knowledge.

MUSI 135 (1090) Pep Band

Prerequisite: None

Credit Hours: 1

This course provides interested persons with the opportunity to rehearse and perform popular music for athletic events.

MUSI 136 (1129) Percussion Ensemble

Prerequisite: None

Credit Hours: 1

This course provides students with the opportunity to rehearse and perform percussion ensemble literature for both pleasure and improved musical knowledge.

MUSI 137 (1095) Explorations in Music

Prerequisite: None

Credit Hours: 1

This course is designed to give students an opportunity to explore a variety of musical areas or to continue an in-depth study in one chosen area. This exploration of music will help to foster creative and aesthetic growth as well as expand the student's knowledge of the various aspects of music. Areas of course emphasis include private instruction in voice, guitar, piano, woodwind, brass, percussion, or string.

MUSI 138 (1026) Fundamentals of Music

Prerequisite: None

Credit Hours: 1-2

This course develops the fundamental skills necessary for reading music and understanding rhythm and melody. This course prepares the non-music reader for Music Theory I or CM Music Theory I. 2 Credit Hours

MUSI 139 (1320) Ear Training and Sight Singing I

Prerequisite: Concurrent enrollment in MUSI 142 Music Theory I

Credit Hours: 2

This is the beginning ear training and sight singing course and incorporates basic ear training skills including hearing melodies, harmonies, and rhythms and sight singing skills including singing intervals and rhythms.

MUSI 141 (1321) Ear Training and Sight Singing II

Prerequisite: MUSI 139 Ear Training and Sight Singing I and

Concurrent enrollment in MUSI 143 Music Theory II

Credit Hours: 2

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

This is the second level of ear training and sight singing course and includes listening skills for melodies, harmonies, rhythms, and transcriptions, and sight singing skills for accurate pitch and rhythms when performing melodies, canons, and duets.

MUSI 142 (1053) Music Theory I

Prerequisite: Concurrent Enrollment in MUSI 139 Ear Training and Sight Singing I

Credit Hours: 4

This is the beginning college music theory class and incorporates the basic fundamentals of written music with the use of the keyboard. Beginning ear training skills including hearing melodies, harmonies, and rhythms are also included.

MUSI 144 (1047) Community Band

Prerequisite: None

Credit Hours: 1

This course provides interested persons with the opportunity to rehearse and perform worthwhile literature for both pleasure and improved musical knowledge. One can either enroll for credit or can simply come and play for the enjoyment of making music.

MUSI 170 (1027) Opera/Musical Theatre Workshop

Prerequisite: None

Credit Hours: 1

Through participation in this course, the student will: gain an understanding of opera and musical theatre as an art form, develop methods for studying an operatic/musical theatre character and discovering the musical and dramatic elements which relate to this character, recognize good operatic/musical theatre singing techniques, develop an increased skill in stage movement techniques, a familiarity with staging, vocabulary, and procedures and an ability to perform in class and for the public.

MUSI 213 (1166) College Band III

Prerequisite: College Band II

Credit Hours: 1

This course will be a continuation of College Band II.

MUSI 214 (1167) College Band IV

Prerequisite: College Band III

Credit Hours: 1

This course will be a continuation of College Band IV.

MUSI 215 (1088) College Choir III

Prerequisite: MUSI 127 College Choir II

Credit Hours: 1

This course is a continuation of MU 1087 College Choir II and provides students with the opportunity to rehearse and perform worthwhile literature for both pleasure and improved musical knowledge. Performances are given at the college, and for various organizations throughout the community. The College Choir combines with the Community Choir for various concerts.

MUSI 216 (1089) College Choir IV

Prerequisite: MUSI 215 College Choir III

Credit Hours: 1

This course is a continuation of MU 1088 College Choir III and provides students with the opportunity to rehearse and perform worthwhile literature for both pleasure and improved musical knowledge. Performances are given at the college, and for various organizations throughout the community. The College Choir combines with the Community Choir for various concerts.

MUSI 217 (1078) College Orchestra III

Prerequisite: MUSI 130 College Orchestra II

Credit Hours: 1

This course is a continuation of MU 1077 College Orchestra I and provides interested persons with the opportunity to rehearse and perform worthwhile literature for both pleasure and improved musical knowledge. One can either enroll for credit or can simply come and play for the enjoyment of making music.

MUSI 218 (1079) College Orchestra IV
Prerequisite: MUSI 217 College Orchestra III
Credit Hours: 1

This course is a continuation of MU 1078 College Orchestra I and provides interested persons with the opportunity to rehearse and perform worthwhile literature for both pleasure and improved musical knowledge. One can either enroll for credit or can simply come and play for the enjoyment of making music.

MUSI 220 (1055) Music Theory III
Prerequisite: Music Theory II 154
Credit Hours: 1

This is a continuation of Music Theory II. Study includes diatonic harmony, borrowed and secondary dominant chords, Neapolitan 6th and augmented 6th chords, rondo, theme, and variation, sonata and contrapuntal forms, and analysis of four-part open scores. 3 Credit Hours

MUSI 221 (1039) Music Theory IV
Prerequisite: MUSI 220 Music Theory III
Credit Hours: 3

This is a continuation of Music Theory III. Study includes chromatic harmony; 9th, 11th, and 13th chords; altered dominants; twelve-tone technique; and analysis of styles related to the romantic period, post-romantic period, and the contemporary period. The student will also analyze full orchestral scores.

MUSI 225 (1322) Ear Training and Sight Singing III
Prerequisite: MUSU 141 Ear Training and Sight Singing II
Credit Hours: 2

This is the third level of ear training and sight singing and incorporates melodic, harmonic, and rhythmic dictation skills with more advanced pitch and rhythmic singing skills.

MUSI 226 (1323) Ear Training and Sight Singing IV
Prerequisite: MUSI 225 Ear Training and Sight Singing III
Credit Hours: 2

This is the fourth level of ear training and sight singing and incorporates advanced melodic, harmonic, and rhythmic dictation skills with advanced pitch and rhythmic singing skills.

HUMA 101 (5921) Introduction to the Humanities
Prerequisite: None
Credit Hours: 3

This course serves as a basic introduction to the humanities and to the various disciplines it represents. In addition, it helps students understand the influences affecting the human experience and the role the humanities play in personal and cultural enrichment.

EDUC 152 (0822) Children's Music
Prerequisite: None
Credit Hours: 3

This course is directed toward students in the elementary education program. It is designed to show how music can be taught and integrated into other areas of the elementary classroom curriculum. Traditional areas of music instruction will be covered including fundamentals of music, singing, playing instruments, listening, moving to music, and creative experiences with music. In addition, we will study multicultural approaches to teaching and practice writing lesson plans focusing on the needs and interests of young children.

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54
Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74
No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher
IO = Infrequently Offered Course

Private Music Instruction

All students are encouraged to take private lessons regardless of ability. The student will receive an entry assessment upon which a course of study will be determined.

Anyone who desires to transfer the credit to another institution (music concentrations, minors, or for elective transfer credit) should sign up for the private lesson or lessons of his/her choice. Private lessons receive letter grades.

Anyone taking lessons simply for his or her enjoyment and aesthetic growth and does not plan to use the credit as a transfer credit should sign up for **MUSI 137 Explorations in Music**. Any instrument can be studied in **MUSI 137 Explorations in Music** but the student receives a pass/fail grade rather than a letter grade.

MUSI 111 (1993) Private Voice I

Prerequisite: None

Credit Hours: 1

MUSI 112 (1994) Private Voice II

Prerequisite: MUSI 111 Private Voice I

Credit Hours: 1

MUSI 114 (0921) Private Piano I

Prerequisite: None

Credit Hours: 1

MUSI 115 (0922) Private Piano II

Prerequisite: MUSI 114 Private Piano I

Credit Hours: 1

MUSI 116 (1059) Private Percussion I

Prerequisite: None

Credit Hours: 1

MUSI 117 (5505) Private Percussion II

Prerequisite: MUSI 116 Private Percussion I

Credit Hours: 1

MUSI 119 (1168) Private Brass II

Prerequisite: MUSI 118 Private Brass I

Credit Hours: 1

MUSI 120 (1069) Private Strings I

Prerequisite: None

Credit Hours: 1

MUSI 121 (1176) Private Strings II

Prerequisite: MUSI 120 Private Strings I

Credit Hours: 1

MUSI 122 (1057) Private Woodwind I

Prerequisite: None

Credit Hours: 1

MUSI 123 (1180) Private Woodwind II

Prerequisite: MUSI 122 Private Woodwind I

Credit Hours: 1

MUSI 132 (1045) Community Chorus
Prerequisite: None
Credit Hours: 1

MUSI 137 (1095) Explorations in Music
Prerequisite: None
Credit Hours: 1

MUSI 161 (1084) Private Guitar
Prerequisite: None
Credit Hours: 1

MUSI 201 (1996) Private Voice III
Prerequisite: MUSI 112 Private Voice II
Credit Hours: 1

MUSI 202 (1997) Private Voice IV
Prerequisite:
Credit Hours: 1

MUSI 203 (0923) Private Piano III
Prerequisite: MUSI 115 Private Piano II
Credit Hours: 1

MUSI 204 (0924) Private Piano IV
Prerequisite: MUSI 203 Private Piano III
Credit Hours: 1

MUSI 205 (1173) Private Percussion III
Prerequisite: MUSI 117 Private Percussion II
Credit Hours: 1

MUSI 206 (1174) Private Percussion IV
Prerequisite: MUSI 205 Private Percussion III
Credit Hours: 1

MUSI 207 (1169) Private Brass III
Prerequisite: MUSI 119 Private Brass II
Credit Hours: 1

MUSI 208 (1170) Private Brass IV
Prerequisite: MUSI 207 Private Brass III
Credit Hours: 1

MUSI 209 (1177) Private Strings III
Prerequisite: MUSI 121 Private Strings II
Credit Hours: 1

MUSI 210 (1178) Private Strings IV
Prerequisite: MUSI 209 Private Strings III
Credit Hours: 1

MUSI 211 (1181) Private Woodwind III
Prerequisite: MUSI 123 Private Woodwind II
Credit Hours: 1

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54
Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74
No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher
IO = Infrequently Offered Course

MUSI 212 (1182) Private Woodwind IV
Prerequisite: MUSI 211 Private Woodwind III
Credit Hours: 1
MUSI 220 (1055) Private Brass I
Prerequisite: None
Credit Hours: 1

Nursing Education

NURS 101 () Critical Thinking
Prerequisite: None
Credit Hours: 0.5

This course provides theory and practice in principles of critical thinking for effective problem solving. This course is designed to provide current information to health care consumers or practitioners. Students attending offerings, which cover current health care issues will be empowered to understand and improve the quality of their personal or family's health care needs. Students seeking continuing education credit or additional knowledge to improve the quality of their health care practice will benefit from content specific to current practice issues.

NURS 103 (5483) Surviving Nursing School (IO)
Prerequisite: None
Credit Hours: 0.5

This course is designed to familiarize students with effective time management, study habits, test-taking strategies, learning styles, and critical thinking skills. Introduction to web-enhanced instruction will be done, and students will have time to practice skills taught. These skills will enhance student success as they navigate through the process of a nursing program.

NURS 105 (5476) Principles of Nursing Leadership & Management (IO)
Prerequisite: None
Credit Hours: 0.5

This course introduces concepts of leadership and management for nurses in hospitals, health departments, long-term care facilities, and other facilities in which personnel and resources must be organized and managed to provide quality health care..

NURS 106 (5480) Human Relations for Nurse Managers (IO)
Prerequisite: None
Credit Hours: 0.5

This is the second of nine modules covering all aspects of leadership and management for nurses in hospitals, health departments, long-term care facilities, and other facilities in which personnel and resources must be organized and managed to provide quality health care.

NURS 107 (5481) Funding and Keeping Nurses (IO)
Prerequisite: None
Credit Hours: 0.5

This course introduces nurse managers to principles of fiscal management in health care and methods of recruitment and retention of quality health care employees. This is the third of nine modules covering all aspects of leadership and management for nurses in hospitals, health departments, long-term care facilities, and other facilities in which personnel and resources must be organized and managed to provide quality health care.

NURS 110 (5479) Legal Issues for Nursing (IO)
Prerequisite: None
Credit Hours: 0.5

This course will examine the legal issues confronting nurses in professional practice. There will be an analysis of ethical implications on legal issues. Subjects ranging from malpractice, negligence, and patient care will be discussed. The student will also learn defensive practice strategies and litigation prevention as a part of this course.

NURS 112 (5486) Phlebotomy

Prerequisite: None

Credit Hours: 1

This course is designed to teach health professionals or students techniques of proper venipuncture. A variety of classroom activities with laboratory practice will be offered. At the conclusion of the course, the participant will have a basic understanding of proper phlebotomy techniques. Participants will learn to successfully perform venipuncture using a variety of methods.

NURS 113 (5485) Health Assessment for Nursing Practice (IO)

Prerequisite: None

Credit Hours: 2

This course is designed to enhance health assessment in the nursing curriculum. Health assessment in this course will include a complete head to toe and body systems assessment, as well as history taking and interviewing skills needed to optimally care for adult and pediatric clients.

NURS 115 (5489) Topics in Health Care Alternative and complementary Therapy

Prerequisite: None

Credit Hours: 1

This elective course for healthcare consumers or healthcare professionals covers a variety of topics. Courses developed for professional audiences are eligible for submission for approval for continuing education credit required for relicensure as an LPN or RN in Kansas.

This course is designed as an introductory to alternative and complementary therapies for healthcare providers. The study of how alternative therapies affect healthcare and the community will be explored. This course will help the learner understand unconventional therapies and prepare them to address questions surrounding this topic in healthcare.

NURS 116 (8041) Pharmacology for Healthcare Providers

Prerequisite: None

Credit Hours: 3

This course introduces the principles of pharmacology, drug classifications, and the effects of selected medications on the human body. The nursing process is used as the framework for ensuring safe and effective nursing care for clients across the lifespan.

NURS 117 (5484) Pathophysiology

Prerequisite: Anatomy and Physiology

Credit Hours: 3

This course is designed to better prepare students in the transition between learning content covered in basic anatomy and physiology courses and the study of disease processes studied in nursing, respiratory, and radiography courses.

NURS 118 (5490) Intravenous (IV) Therapy for LPNs and RNs

Prerequisite: Must have current LPN licensure and evidence of professional student liability insurance available through Labette Community College. Compliance with current immunization and tuberculin test requirements, per Nursing Department Policy will be required prior to enrollment in course.

Credit Hours: 3

This elective course is designed to teach knowledge, skills, and competencies in administration of intravenous fluid therapy. Certification in IV therapy for the State of Kansas will be received after successful completion of the State Exam. LPNs and RNs will both be rewarded with continuing education hours.

NURS 119 (5482) NCLEX-RN Review/Preparation (IO)

Prerequisite: None

Credit Hours: 3

This course will provide a comprehensive review for the National Council Licensure Examination for Registered Nurses (NCLEX-RN). It will explore expected nursing skills for each developmental stage of

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

the life cycle. The class will also explore computerized adaptive testing, both in preparing for the NCLEX-RN exam and the test framework.

NURS 120 (5291) Fundamentals of Nursing

Prerequisite: Valid Nurse Aid Certification & admission to Nursing Education

Credit Hours: 10

Introduces fundamental skills, concepts, and principles of biopsychosocial needs of individuals. The nursing process provides a foundation for holistic nursing care. Presents basic concepts of drug calculation, administration, and classifications of drugs, and nursing implications. Drug calculation must be passed with 94% before clinical administration of medication. Identifies important aspects of the nursing profession, such as historical, ethical, and legal issues.

This class will introduce the role of the nurse as a member of the health care team and provides a foundation for nursing education and care using Maslow's Hierarchy of Needs. Nursing care of the older adult is introduced. Simulated skills are practiced in the nursing laboratory. Students will attend supervised clinical in the hospital and nursing homes where they will participate in patient care and in an observational experience in the ancillary departments of surgery and post-anesthesia room.

NURS 122 (5295) Medical-Surgical Nursing

Prerequisite: Successful completion of NURS 120 Fundamentals of Nursing

Credit Hours: 9

Presents holistic nursing care of medical-surgical clients with common health needs.

As a practical nurse member of the healthcare team, the student will practice beginning management and leadership skills, and will differentiate delegation and clinical skills required of practical versus registered nurses.

NURS 124 (5294) Family Nursing I

Prerequisite: Successful completion of NURS 120 Fundamentals of Nursing

Credit Hours: 3

Uses a family-centered approach to focus on the holistic nursing care of the child-bearing/rearing family. Experiences in Family Nursing I are designed to promote student understanding of the nursing care required of childbearing and pediatric clients and their families within the community. The student will utilize understanding of the nursing process to prioritize, plan and provide nursing care based upon Maslow's Hierarchy of Needs and the ANA Nursing Standards of Practice. Following successful completion of Family Nursing I, the student should be able to participate as a beginning practical nurse member of the maternal-child and pediatric health care team. Clinical experiences in acute care and community agencies afford the student experience in direct patient care of low risk childbearing/rearing and pediatric individuals and their families.

NURS 126 (5287) Bridge Course for LPN's

Prerequisite: Valid LPN license from any state, completion of all Level I general education courses, and admission to the LCC Nursing Education Program.

Credit Hours: 1

This course is required for all LPN advanced placement in LCC's Nursing Program. Course and clinical experience validates current knowledge and skills, plus provides new theory necessary to practice holistic nursing care as a registered nurse student.

It is also for any LCC PN graduate who has not been enrolled in an LCC nursing course in the previous two semesters.

NURS 151 (5475) Therapeutic Nutrition for Healthcare Providers

Prerequisite: None

Credit Hours: 3

This course is designed as an introduction to the science of nutrition for healthcare providers. Therapeutic nutrition in this course will include a study of the digestive system, and an in-depth study of the nutrient groups: carbohydrates, fats, proteins, vitamins, minerals, and water. By using therapeutic nutrition students will develop a perceptiveness of nutrients needed for normal growth and maintenance through the lifespan and during disease processes.

NURS 201 (5296) Mental Health Nursing

Prerequisite: Successful completion of all Level I courses.

Credit Hours: 4

A study of mental health nursing concepts, and an introduction to therapies used in providing holistic nursing care for the mentally ill.

NURS 203 (5298) Family Nursing II

Prerequisite: Successful completion of all Level I courses

Credit Hours: 4

Builds on the family-centered approach to provide holistic nursing care to the high-risk child bearing/rearing family.

Experiences in Family Nursing II are designed to promote student understanding of nursing care required of high-risk maternity, newborn, and pediatric clients. The student is expected to bring to this course knowledge of nursing care for low-risk childbearing newborn, and pediatric clients and their families, learned in NURS 124 Family Nursing I. The student will utilize understanding of the nursing process to prioritize, plan and provide holistic nursing care based upon Maslow's Hierarchy of Needs and the ANA Nursing Standards. Following successful completion of Family Nursing II, the student should be able to participate as a beginning registered nurse member of the maternal-child and pediatric health care team.

NURS 205 (5297) Advanced Medical-Surgical Nursing

Prerequisite: Successful completion of all Level I courses, NURS 201 Mental Health Nursing, and NURS 203 Family Nursing II.

Credit Hours: 8

Presents the holistic nursing care of clients with acute health needs with focus on the role of the registered nurse Identifies opportunities for career and professional growth.

Presents the role of the registered nurse in the care of clients with more complex acute healthcare needs. Clinical leadership experience will be required for preparation in management of human and equipment resources in the acute care setting. Trends and issues concerning career management, medical-economic forces in healthcare, leadership, and management will be explored.

Office Technology

OTEC 101 (0533) Keyboarding

Reading Placement: Test Level : Reading Essentials *

Prerequisite: None

Credit Hours: 1

This course is designed to develop the basic keyboarding skills of fluency and speed that will enable the students to process and obtain information on the computer. The students will learn the computer keyboard and the ten-key numeric keyboard by touch. Correct techniques of keyboarding are stressed throughout the course.

OTEC 102 (0587) College Keyboarding

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

This course is designed to develop machine control and mastery of the keyboard. The course emphasizes proper keyboarding techniques, accuracy, and speed, which can be applied to a variety of problems that the students are likely to meet in their personal life and/or in the business world.

OTEC 103 (0739) Microcomputer Applications I

Prerequisite: None

Credit Hours: 3

This course will teach the student specific areas of expertise in the computer area.

OTEC 104 (0740) Microcomputer Applications II

Prerequisite: OTEC 103 Microcomputer Applications I

Credit Hours: 3

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

This course will teach the student specific areas of expertise in the computer area.

OTEC 106 (0588) Formatting

Reading Placement Test Level: Reading for Academic Success*

Credit Hours: 3

Prerequisite: OTEC 102 College Keyboarding or One or more units of keyboarding in high school

This course is designed to review business document formats, to build speed and accuracy, and to use decision-making skills to evaluate document formats and mailability. Applying written communication skills and demonstrating quality and efficiency in production are emphasized.

OTEC 107 (0002) Medical Document Formatting

Prerequisite: OTEC 106 Formatting *or* one or more units of keyboarding in high school

Credit Hours: 3

This course is designed to expand the students' skill, proficiency and accuracy in the production of medical documents. Production activities include the keying of medical letter, memos, reports, tables, and forms. Emphasis is placed on correct techniques, efficient organization of work, proofreading, neatness and speed. The student will use Microsoft Word in this course.

OTEC 109 (0604) Office Machines (IO)

Reading Placement: Test Level : Reading Essentials *

Prerequisite: None

Credit Hours: 1

Desk model electronic calculators along with computers are used to produce a variety of information used in business to perform day-to-day operations, make decisions, and solve problems. Every student concentrating in office technology should have the basic skills and knowledge necessary to compile data and information accurately and rapidly using office machines. Students will develop skill using a 10-key adding machine by touch and using the numeric keypad of a computer. Students will be introduced to commonly used office equipment in this course.

OTEC 111 (0551) Records Management

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 2

This course is designed to present knowledge and skills that are needed in records management work. This course emphasizes the basic principles and procedures used in alphabetic, geographic, numeric, and subject filing methods for manual and automated records systems. Practice in application of filing rules is provided through the use of records management projects.

OTEC 113 (0523) Business Accounting

Prerequisite: None

Credit Hours: 3

Elementary accounting procedures including theory and practice associated with double-entry bookkeeping are introduced. Special emphasis is placed on the use of journal entries, accounting for and control of cash, and payroll accounting.

OTEC 115 (0502) Human Relations in Business

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

A behavioral science course designed to provide development of concepts and strategies about the behavior of workers and managers in an organizational environment.

OTEC 117 (0608) Word Processing Transcription

Prerequisite: OTEC 102 College Keyboarding, or one or more units of keyboarding in high school;

OTEC 127 Transcription Skills.

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

Credit Hours: 2

This course is designed to teach effective transcription techniques. Emphasis is placed on the proper use of transcription equipment, correct use of punctuation, correct spelling, proofreading, and editing. The goal is to transcribe mailable copy in an appropriate time frame from material dictated on media.

OTEC 119 (0530) Business Math

Prerequisite: Placement test scores equivalent to MATH 106 Applied Mathematics

Credit Hours: 3

Business decision-making usually involves business math. Business Math provides a background of general and specific knowledge of business math concepts for those students who plan to enter business programs.

OTEC 121 (0557) Office Procedures

Prerequisite: OTEC 102 College Keyboarding or one or more units of keyboarding in high school.

Credit Hours: 3

This course is the study and development of personal qualities, skills, and knowledge needed for success in clerical occupations, including how to find and "land" the right office position, writing letters, using postal and shipping services, handling mail, filing, using the telephone, transmitting business messages, using banking and credit services, and handling financial transactions.

OTEC 122 (0536) Coordinated Office Training I

Reading Placement Test Level: Reading for Academic Success*

Credit Hours: 1-3

Prerequisite: Enrollment in an Office Technology Program **or** permission of instructor

This course is designed to offer the student the opportunity to receive on-the-job training in office-related career occupations. Students may receive training through paid employment (part-time or full-time), or an unpaid internship.

OTEC 123 (0537) Coordinated Office Training II

Prerequisite: Enrollment in an Office Technology Program **or** permission of instructor

Credit Hours: 3

This course is designed to offer the student the opportunity to receive on-the-job training in office-related career occupations. Students may receive training through paid employment (part-time or full-time), or an unpaid internship.

OTEC 124 (5231) Medical Terminology

Prerequisite: None

Credit Hours: 3

This course will introduce the basic elements of medical terminology such as prefixes, suffixes, word roots, and combining forms. It will also survey terms pertaining to the study of radiology and the ability to understand the language of medicine.

OTEC 125 (5232) Advanced Medical Terminology

Prerequisite: OTEC 124 Medical Terminology

Credit Hours: 3

This course will build on the knowledge gained in the previous Medical Terminology course. The course will again be outlined by body systems focusing on terminology associated with disease processes, related procedures and pharmaceutical treatment methods. Strong emphasis will be placed on the correct usage and spelling of terms. The student should already have a firm base knowledge of suffixes, prefixes and root words.

OTEC 127 (0606) Transcription Skills

Prerequisite: None

Credit Hours: 1

The purpose of this course is to prepare the student for transcribing documents. Students will need to take the English Placement Test before enrolling in this course. This course will review common problems encountered when transcribing documents: grammar rules, commonly misspelled words, and correct word usage. In addition, students will gain practice in transcribing sentences, proofreading documents, and meeting mailability standards. The students will be introduced to the mechanics of machine transcription. After passing this course, the student will be ready to enroll in OTEC 132 Legal Transcription, OTEC 132 Medical Transcription, or OTEC 117 Word Processing Transcription.

OTEC 128 (0607) Medical Transcription

Prerequisite: OTEC 102 College Keyboarding, or one or more units of keyboarding in high school; OTEC 127 Transcriptions Skills.

Credit Hours: 2

Provides an overview of the medical transcription environment, the responsibilities of the transcriptionist, and the skills required. Focuses on the mechanics of transcription including transcription tools, the style and form of the transcriptionist, the various formats for medical reports, and medical terminology.

OTEC 131 (0003) Advanced Medical Transcription

Prerequisite: OTEC 128 Medical Transcription *and* OTEC 125 Medical Terminology

Credit Hours: 3

This course will build on the knowledge and expertise gained in the previous Medical Transcription course. This course will further the student's ability to perform medical transcription by increasing their knowledge of medical terminology, use of appropriate formatting and application of specialized rules of grammar and punctuation seen in transcribed medical reports. This course will focus on using medical terminology in the proper context, recognizing the appropriate drugs for the established disease process as well as increasing transcription speed and accuracy.

OTEC 132 (0605) Legal Transcription

Prerequisite: English Placement Test Recommendation; OTEC 127 Transcription Skills; OTEC 102 College Keyboarding or one or more units of keyboarding in high school.

Credit Hours: 2

Introduces students to the various legal documents utilized by law firms, which are filed with the municipal court, a state or federal district court, or with a state or federal appellate court. Will create legal documents to be utilized by individuals, corporations, and government.

OTEC 133 (0609) Medical Coding

Prerequisite: OTEC 125 Medical Terminology **or** Medical Training

Credit Hours: 3

This course is designed to study the basic concepts of Current Procedural Terminology (CPT Coding) and International Classification of Diseases (ICD 9). The student will gain an understanding of the wide variety of functions these coding methods serve in the medical community and in administrative management of healthcare.

OTEC 134 (0610) Medical Coding II

Prerequisite: OTEC 133 Medical Coding **or** instructor permission

Credit Hours: 3

This course is designed to study the advanced concepts of Current Procedural Terminology (CPT Coding), International Classification of Diseases (ICD 9), and third party reimbursement. This course is designed to provide practical application of the coding process using health documentation from patient charts. The student will gain an in depth understanding of the wide variety of functions these coding methods serve in the medical community and in healthcare administration management care.

OTEC 135 (0565) Office Applications - Clerical Assistant

Prerequisite: OTEC 106 Formatting

Credit Hours: 3

Through a realistic job simulation, the student is introduced to clerical duties performed by a receptionist. The student will perform various duties: answer telephone calls, greet customers, make decisions and set priorities, proofread and edit copy, and complete forms. In addition, the student will be asked to prepare a formal job description of a receptionist.

OTEC 136 (0574) Office Applications - Administrative Assistant

Prerequisite: OTEC 106 Formatting

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

Credit Hours: 3

Through a realistic job simulation, the student is introduced to secretarial duties performed as an administrative assistant to a top executive. The student will make decisions, set priorities, maintain a tickler file, prepare tables and graphs, and compose correspondence. In addition, the student will be asked to prepare a formal job description of an executive secretary.

OTEC 137 (0576) Office Application - Medical

Prerequisite: OTEC 106 Formatting

Credit Hours: 3

Through a realistic job simulation, the student is introduced to the administrative routines of a doctor's office and will perform various activities including preparing patients' charts, taking telephone messages, scheduling appointments, organizing patient files, and transcribing medical tapes. In addition, the student will be asked to prepare a formal job description of a medical secretary.

OTEC 138 (0575) Office Applications - Legal

Prerequisite: OTEC 106 Formatting

Credit Hours: 3

Through a realistic job simulation, the student is introduced to secretarial duties performed in a small law firm. The student will produce and format various legal documents, become familiar with terminology used in the legal profession, machine transcribe legal correspondence, and get an overall view of the day-to-day operating procedures of a legal office. In addition, the student will be asked to prepare a formal job description of a legal secretary.

OTEC 140 (0507) Business English (IO)

Prerequisite: None

Credit Hours: 3

Study of principles of effective business communications. Provides units in punctuation, capitalization, parts of speech, number-expressing principles, word division, and other aspects of word usage.

OTEC 141 (0004) Career Portfolio (IO)

Prerequisite: None

Credit Hours: 2

This course is designed to offer the student the opportunity to organize and collect materials in a visual format that tell others about themselves and showcase their skills, experiences, and abilities through the creation of a career portfolio.

OTEC 142 (0613) Pharmacology & Laboratory Medicine for Medical Transcription

Prerequisite: None

Credit Hours: 3

This course is one of the increasingly important basic sciences of medicine and healthcare. A study of the principles and language of pharmacology and laboratory medicine, including drug classes, diagnostic test, indications, techniques, expressions of values and significance of findings. This course teaches students to use pharmaceutical references in the research of spelling, routes of administration, identification of generic versus brand names, and therapeutic action of drugs relating to the body systems presented.

Paraprofessional and Developmental Disabilities

PARA 108 (5533) Behavior Supports Principles

Prerequisite: Concurrent enrollment in PARA 109 Behavior Management Laboratory

Credit Hours: 3

Teaches specific behavior management skills to be applied with individuals with exceptionalities in the accompanying practicum course emphasizing positive reinforcement techniques. Includes behavior definitions, measurement, selecting reinforcers, systematic attention and approval, token reinforcement, planned ignoring, and shaping.

PARA 109 (5532) Laboratory in Behavior Supports Principles

Prerequisite: Concurrent enrollment in PARA 108 Methods of Behavior Management

Credit Hours: 3

Provides experience in applying the skills discussed in PARA 108 Methods of Behavior Management and in assisting classroom teachers or vocational supervisors in training exceptional individuals. Supporting documents and direct observation by the instructor required as evidence of the student's ability to demonstrate behavior management skills with exceptional persons.

PARA 114 (5534) Behavior Support Principles II

Prerequisite: PARA 109 Behavior Management Laboratory and PARA 108 Methods of Behavior Management, **or** permission of instructor and concurrent enrollment in PARA 109 Instructional Management Laboratory

Credit Hours: 3

Provides basic direct instruction skills needed in teaching or training individuals with exceptionalities. Topics include instructional objectives, task analysis, skill measurement, reinforcement, and direct instruction strategies such as modeling, physical prompting, and questioning.

PARA 115 (5535) Laboratory Behavior Support II

Prerequisite: PARA 109 Behavior Management Laboratory and PARA 108 Methods of Behavior Management, **or** permission of instructor and concurrent enrollment in PARA 114 Methods of Instructional Management

Credit Hours: 3

Provides an opportunity to practice and demonstrate instructional skills with individuals with exceptionalities in a practicum site. Supporting documents as well as direct observation by the instructor required.

PARA 120 (5526) Paraeducator I

Prerequisite: Employed by school district or interlocal

Credit Hours: 1

This one credit-hour course is divided into fourteen topical areas: Understanding Inclusion, The First Day on the Job, Confidentiality, Understanding the Many Types of Special Programs, Understanding the Many Areas of Disability and Exceptionality (Part I), Understanding the Many Areas of Disability and Exceptionality (Part II), Individual Student and Program Information, Introduction to Accommodations and Modifications, Supporting Modifications, General Classroom Management, Paraeducator Roles and Responsibilities in Inclusive Classrooms, Working with Official and Immediate Supervisors, Communicating with Student Teams, and Monitoring Student Progress.

PARA 121 (5527) Paraeducator II

Prerequisite: Paraeducator I Employed by school district or interlocal.

Credit Hours: 1

This one credit-hour course is divided into fourteen topical areas: Assertive Communication Skills, Classroom Instructional Arrangements, Taking Instructional or Behavioral Data, Supporting Reading Instruction, Supporting Writing Instruction, Supporting Mathematics Instruction, Supporting Organizational Skill Development, Providing Personal and Physical Support for Students with Physical Disabilities, Implementing and Monitoring Behavior Intervention Plans, Providing Positive Behavioral Supports for Individual Students, General Understanding of English Learners, (ELL), Avoiding Common Pitfalls When Working with English Language Learners, Fostering a Positive and Productive Classroom Environment, and Strategies and Techniques for Helping ELL Students Succeed.

PARA 122 (5579) Paraeducator III

Prerequisite: Paraeducator I and II Employed by school district or interlocal

Credit Hours: 1

This one credit-hour course is divided into eleven topical areas: Assessing ELL Students; Reading Comprehension: Narrative Texts; Reading Comprehension: Informative Texts; Reading Comprehension: Decoding and Layout; Writing Fundamentals: Parts of Speech and Sentences; Writing Fundamentals: Mechanics of Writing; Mathematics: Basic Skills; Mathematics: Fractions, Decimals, and Percentages; Mathematics: Basic Algebra; Mathematics: Geometry; and Mathematics: Data Analysis.

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

*No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher
IO = Infrequently Offered Course*

PARA 123 (5580) Paraeducator IV

Prerequisite: Paraeducator I, II, and III Employed by school district or interlocal

Credit Hours: 1

This one credit-hour course is divided into thirteen topical areas: Understanding Students with Severe and/or Multiple Disabilities, Autism: Diagnosis and Characteristics, Autism: Social Interactions and Skill Development, Autism: Communications Objectives, Autism: Behavioral Issues, Asperger's Syndrome: Understanding the Diagnosis, Prevalence, and Characteristics of Students with Asperger's Syndrome, Asperger's Syndrome: Best Practices for Supporting Students, Gifted Students: Characteristics, Gifted Students: Best Practices, Assisting Students in the Development of Social Skills, Transition: Building Skills for a Successful Adulthood, Assistive Technology, and Feeding Students with Severe and Multiple Disabilities.

PARA 124 (5581) Paraeducator V

Prerequisite: Paraeducator I, II, III, and IV Employed by school district or interlocal

Credit Hours: 1

This one credit-hour course is divided into twelve topical areas: Blood Borne Pathogens; Introduction to Emergency Action Principles; Providing Care in Emergency; Using computers and Other Technology to Increase Learning; Characteristics of Adolescents with Disabilities; the Role of Paraeducators in Promoting Active Learning; Assisting Students with Work Completion; Supporting Students with Attentional Concerns; Supporting Students Who Are Noncompliant; Supporting Reading Instruction in Social Studies, Science, and Mathematics Part I and II; Assistive Technology: An Introduction to Devices and Software.

PARA 125 (5582) Paraeducator VI

Prerequisite: Paraeducator I, II, III, IV, and V Employed by school district or interlocal

Credit Hours: 1

This one credit-hour course is divided into eighteen topical areas: Working with Students with Low Vision; Working with Students Who Are Blind; Working with Students Who Are Deaf or Hard of Hearing; Supporting Students with Severe Emotional Disturbance; Strategies to Defuse a Defiant Student; Assisting Struggling Readers with Their Textbook Assignments; Positioning a Student for Microswitch Use; Adapting Microswitches and Battery-Operated Devices; Constructing a Simple Microswitch; Microswitches and Environmental Controls; Microswitch Use in the Classroom; Setting Up a Classroom for Assistive Technology Use; Understanding Early Childhood Disabilities; Developmentally Appropriate Practices in Early Childhood; Community-Based Instruction; Negotiation and Conflict Resolution Skills for Paraeducators; Students with Specific Learning Disabilities; Managing a Student in Crisis.

PARA 126 (5583) Paraeducator VII

Prerequisite: Paraeducator I, II, III, IV, V, and VI Employed by school district or interlocal

Credit Hours: 1

This one credit-hour course is divided into thirteen topical areas: Introduction to Earth Science: Geology and Astronomy; Introduction to Earth Science: Meteorology and Oceanography; Basic Data Analysis II; Teaching the Scientific Method; Basic Algebra II: Patterns and Equations; Basic Algebra II: Graphing, Proportions, and Ratios; Basic Geometry II: Angles and Triangles; Basic Geometry II: Circles and Transformations; Life Science; Probability; Supporting Students with Speech or Language Disabilities in the General Curriculum; Geologic History; Human Body Systems.

PARA 127 (5584) Paraeducator VIII

Prerequisite: Paraeducator I, II, III, IV, V, VI, and VII Employed by school district or interlocal

Credit Hours: 1

This once credit hour course is divided into fifteen topical areas: Mathematics: properties and Integers; Student Behavior: Noncompliance and Being Out of Seat; Student Behavior: Inappropriate Language and Inappropriate Touching; Customary Systems of Measurement: Metric Systems of Measurement; Brain-Based Learning (Part I); Brain-Based Learning (Part II); Characteristics of Young Adolescents; Understanding Mental Health Disorders; Encouraging Student Response and Engagement; Student Behavior: Property Destruction and Self Injury; Life Science: Reproduction and Heredity; and Supporting Students with Traumatic Brain Injuries; Autism: Prompting Strategies; and Motivating Gifted Learners.

PARA 130 (5538) Respite Care for Exceptional Individuals

Prerequisite: None

Credit Hours: 3

This course is an expanded version of the introductory one-credit workshop. Additional class time allows in-depth training and supervised practice of training competencies. Opportunities for practice and demonstration of skills needed for respite services are provided. Practicum experience provides an opportunity to demonstrate competency in a field-based setting. Topics addressed include family issues, preparing for respite, communication with family and client, health and safety during respite, handling emergencies, managing behavior, and basic care routine. CPR and Red Cross First Aid training are a part of this course.

PARA 131 (1550) Beginning Sign Language

Prerequisite: None

Credit Hours: 3

Covers the manual alphabet and basic sign language vocabulary. Emphasis on signed English.

PARA 132 (1551) Intermediate Sign Language

Prerequisite: PARA 131 Beginning Sign Language

Credit Hours: 3

An intermediate course in manually coded English. Emphasis is on reading and signing exact English. A basic orientation to paraprofessional interpreting in a school setting will be covered.

PARA 133 (1552) Advanced Sign Language

Prerequisite: PARA 131 Beginning Sign Language and PARA 132 Intermediate Sign Language

Credit Hours: 3

Apply learned vocabulary to the educational setting. Emphasis on paraprofessional interpreting and modifying vocabulary.

PARA 135 (5530) Workshop in Special Education

Prerequisite: None

Credit Hours: 1

The purpose of this course is to provide academic credit for the active participation in various formal special education workshops conducted periodically throughout the region. The topics of the workshops vary from general to quite specific information pertaining to the exceptional student. This course can be taken more than once.

PARA 137 (5536) Emergency Health and Safety

Prerequisite: None

Credit Hours: 3

Presents information that may be needed by special education personnel to manage medical emergencies until professional medical help is available. Includes first aid, cardiopulmonary resuscitation (CPR), seizure management, and general health and safety concerns in settings for persons with disabilities.

PARA 138 (5536) Language Development for the Exceptional Individual

Prerequisite: None

Credit Hours: 3

Language and communication are vitally important skills for the cognitive and social development of individuals with exceptionalities. Course includes normal language development, delayed language or speech development, and specific direct instructional techniques to expand the communication and language skills.

Philosophy

PHIL 101 (1591) Philosophy I

Prerequisite: None

Credit Hours: 3

Introduces the nature and scope of philosophic thought and terminology, stressing the influence of philosophy on the individual and the world. Many names, topics, and writings from various periods are studied with an emphasis on the Greeks and their subsequent influence.

PHIL 102 (1592) Philosophy II (IO)

Prerequisite: PHIL 101 Philosophy I

Credit Hours: 3

Advanced study of philosophy including reading, discussing, and evaluating the concentration existential writers.

PHIL 106 (1957) Ethics

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

This course provides a systematic and critical study of values related to human conduct. It focuses on both traditional standards of ethical conduct and qualities of personal character. What we hold to be right or wrong, the basis for believing so, and what we consider to be virtues or vices are examined with an eye to understand our current ethical situation.

PHIL 104 (1593) Introduction to Logic

Prerequisite: None

Credit Hours: 3

An informal logic and critical reasoning perspective will be emphasized in this course so one may develop a system of methods and principles that can be used to evaluate other's arguments and to develop one's own arguments. Students will be introduced to the basic concepts of logic: arguments, meaning and definition of language, fallacies, propositions, and syllogisms.

PHIL 201 (1596) Medical Ethics

Prerequisite: None

Credit Hours: 1

This course is a survey of ethical theories as they apply to the quest for justice and happiness in the context of the medical profession. The course begins with a discussion of moral reasoning, and then examines major ethical theories and the application of those theories to current moral issues in the medical field.

HUMA 101 (5921) Introduction to the Humanities

Prerequisite: None

Credit Hours: 3

This course serves as a basic introduction to the humanities and to the various disciplines. It helps students understand the influences affecting the human experience and the role that the humanities play in personal and cultural enrichment. Furthermore, by providing students a sampling of various disciplines, this course encourages students to select one or more specific disciplines within the humanities for further study.

Physical Education

PED 101 (0833) Introduction to Physical Education

Prerequisite: None

Credit Hours: 3

Study of history, philosophy, and social significance of physical education. Includes equipment design, calls visitation, and construction of a physical education program.

PED 103 (0771) Care and Prevention of Athletic Injuries

Prerequisite: None

Credit Hours: 3

The study and application of the methods used in athletic training to prevent and to care for injuries specific to athletic participation.

PED 105 (0837) Personal and Community Health

Prerequisite: None

Credit Hours: 3

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

Acquaints students with modern health problems and solutions. Topics are communicable diseases, social health, mental health, and consumer health with a concentration emphasis on lifestyle problems. Course meets requirements for all students interested in teaching, physical education, or nursing.

PED 107 (0814) Community Recreation

Prerequisite: None

Credit Hours: 3

An introductory course in recreation. It provides each student with the basic understanding of leisure time impact upon society and makes each student aware of the importance of off-work activity. Explains how government, state, and local programs function.

PED 109 (0832) Recreational Activities

Prerequisite: None

Credit Hours: 2

This course is designed to meet the need of those students who plan to teach in the junior or senior high school or enter the recreation field. The emphasis is weighed more heavily toward individual participation rather than team, however, both are included. Stress is on the wise use of leisure time activities.

PED 111 (0772) Athletic Training Practicum I

Prerequisite: PED 103 Care and Prevention of Athletic Injuries

Credit Hours: 2

Students will receive practical athletic training experience as an apprentice with varsity sports programs during practices and games.

PED 112 (0770) Athletic Training Practicum II

Prerequisite: PED 111 Athletic Training Practicum I

Credit Hours: 1

Students will receive practical athletic training experience as an apprentice with varsity sports programs during practices and games. Students cannot apprentice with the same varsity sports as utilized in PE 0772 Athletic Training Practicum I.

PED 114 (1365) Basic Nutrition

Prerequisite: None

Credit Hours: 3

Principles of normal nutrition. Food values and adequate nutrient allowances for growth and maintenance will be discussed.

PED 116 (0773) Lifetime Fitness Concepts

Prerequisite: None

Credit Hours: 1

The objective of this course is to present fitness related concepts to the general student population with the expectation that the information will enlighten students to their present health status and motivate the students to improve their personal fitness. The concepts presented will allow the students to become familiar with activities and programs which may alter their lifestyle and which could make them healthier, more productive people.

PED 118 (0892) First Aid

Prerequisite: None

Credit Hours: 2

The purpose of this course is to provide the citizen responder with the knowledge and skills necessary in an emergency to help sustain life, reduce pain, and minimize the consequences of injury or sudden illness until professional medical help arrives. An emphasis is also on prevention of injury and illness.

PED 140 (0829) Theory of Coaching Baseball

Prerequisite: None

Credit Hours: 3

Discussion and participation in pre-season and in-season training methods, skill development and administrative principles in the coaching of baseball.

PED 141 (0920) Theory of Coaching Basketball
Prerequisite: None
Credit Hours: 3
Discussion and participation in preseason and in-season training drills and development in administrative principles in the coaching of basketball with a concentration emphasis placed on the college level.

PED 142 (0894) Theory of Coaching Wrestling
Prerequisite: None
Credit Hours: 3
Provides for the beginner an extension of basic wrestling. It awards the athlete with credit for physical exercise and mental acquaintance with the rules, strategies, and disciplines of the sport.

PED 150 (0774) Beginning Golf
Prerequisite: None
Credit Hours: 1
Introduction of the game and its techniques as a lifelong recreation as well as a highly intricate skill.

PED 151 (0775) Advanced Golf
Prerequisite: None
Credit Hours: 1
A continuation of PED 150 Beginning Golf.

PED 152 (0861) Karate I
Prerequisite: None
Credit Hours: 1
System of defense and control techniques based upon well established principles of hand-to-hand combat. Includes defensive and aggressive physical maneuvers: armed and unarmed opponents, club maneuvers, development of muscular skill, and prevention of injury.

PED 153 (0862) Karate II
Prerequisite: PED 152 Karate I
Credit Hours: 1
Continued development of skills and techniques as learned in Karate I. Beginning development of sparring and application of techniques.

PED 154 (0883) Racquetball I (IO)
Prerequisite: None
Credit Hours: 1
Study of basic skills and knowledge necessary to play racquetball, such as forehand and backhand and serving skills.

PED 155 (0884) Racquetball II (IO)
Prerequisite: None
Credit Hours: 1
A continuation of PED 154 Racquetball I.

PED 156 (0863) Social Dance I
Prerequisite: None
Credit Hours: 1
A study of various ballroom dance steps, such as Cha Cha Cha, Fox Trot, Waltz, Rumba, Tango, Discotheque, Mambo, Samba, and Polka.

PED 157 (0864) Social Dance II
Prerequisite: None
Credit Hours: 1
Advanced study of skills learned in PED 156 Social Dance I.

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54
Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74
No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher
IO = Infrequently Offered Course

PED 160 (0870) Advanced Tennis

Prerequisite: None

Includes advanced instruction in a variety of more difficult strokes, net play, and court strategy. 1 Credit Hour

PED 161 (0782) Beginning Tennis

Prerequisite: None

Credit Hours: 1

Includes the basic strokes, rules, court strategy, and repetitive practice.

PED 162 (0855) Beginning Swimming

Prerequisite: None

Credit Hours: 1

Theory and practice in techniques of swimming, designed to fit the individual needs of the student from basic swimming strokes to lifesaving techniques.

PED 163 (0908) Intermediate Swimming

Prerequisite: None

Credit Hours: 1

Water safety, intermediate swimming ability and further swimming activity.

PED 164 (0909) Advanced Swimming

Prerequisite: None

Credit Hours: 1

Advanced swimming techniques and life saving abilities with further swimming activity.

PED 169 (0854) Bowling (IO)

Prerequisite: None

Credit Hours: 1

Basic fundamentals and techniques, rules, and scoring.

PED 171 (0852) Beginning Ballet (IO)

Prerequisite: None

Credit Hours: 1

Learning skill and grace of basic ballet.

PED 173 (0845) Aerobic Dance

Prerequisite: None

Credit Hours: 1

Aerobic Dance is a beneficial form of exercise designed to improve agility, coordination, balance, and flexibility. It includes simple, vigorous dance steps to enhance aerobic capacity and strengthen the heart, lungs, and vascular system.

PED 177 (0800) Dance Works

Prerequisite: None

Credit Hours: 1

This course offers a form of exercise in which an individual self paces his or her activity to improve and maintain overall physical fitness. Cardiovascular endurance, balance, coordination, flexibility, muscular strength and endurance, body alignment, proper breathing, and stress reduction. It combines a series of simple jazz and other dance steps to offer a well conceived course based upon fitness principles.

PED 178 (0851) Exercise

Prerequisite: None

Credit Hours: 1

This course encompasses all aspects of cardiovascular training. It includes stretching, yoga, isometric strengthening, walking, jogging, and some aerobic exercise. This course is a precursor to aerobic dance.

PED 179 (0846) Figure Improvement

Prerequisite: None

Credit Hours: 1

This course is designed for people who want to make exercise a significant factor in maintaining a physically fit body. Exercising is emphasized as a regular everyday routine. Diets, eating habits, and behavioral techniques are discussed. Individual goals are set and progress in achieving those goals is monitored during the semester.

PED 183 (0835) Jazz Dancing

Prerequisite: None

Credit Hours: 1

Introduces fundamentals of jazz dancing, including basic exercises, jazz combinations and routines, and improvisation.

PED 184 (0873) Jogging

Prerequisite: None

Credit Hours: 1

Encourages students to develop a personal aerobic running program that they can continue to use throughout their lives. Proper technique, care, and prevention of associated stress problems and record keeping are incorporated for a complete program.

PED 185 (0809) Lifesaving

Prerequisite: None

Credit Hours: 2

Instruction in lifesaving enabling students to take care of themselves and to safely aid or rescue anyone in danger of drowning, when rescue is humanly possible.

PED 189 (0853) Rules and Officiating

Prerequisite: None

Credit Hours: 3

This course covers the rules of football, basketball, tennis, and wrestling. Students are exposed to the proper mechanics of officiating these sports.

PED 193 (0830) Slimnastics

Prerequisite: None

Credit Hours: 1

A variety of exercises that can be carried out at home and that will result in increased cardiovascular and respiratory endurance and a loss of inches. Based on group participation and includes exercising, stretching, weights, and jogging. The instructor will provide counseling on activities such as diet and weight reduction.

PED 195 (0860) Weight Lifting

Prerequisite: None

Credit Hours: 1

Designed for both novice and advanced students. It is intended that pupils work at their own pace and at their own time. Emphasis on developing a general program of exercises using weights to develop the size, strength, and endurance of all the muscles, and also benefit the circulatory and nervous systems.

PED 196 (0799) Control and Exercise Weight Reduction

Prerequisite: None

Credit Hours: 2

Integrates the nutritional aspects of a healthy, well balanced diet with the physical exercise necessary to facilitate weight loss and maintenance of the optimum weight.

Varsity Sports

PED 131 (0780) Varsity Volleyball I

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

Prerequisite: None
Credit Hours: 1

PED 132 (0781) Varsity Volleyball II
Prerequisite: Varsity Volleyball I
Credit Hours: 1

PED 120 (0784) Varsity Baseball I
Prerequisite: None
Credit Hours: 1

PED 121 (0785) Varsity Baseball II
Prerequisite: Varsity Baseball
Credit Hours: 1
PED 210 (0786) Varsity Baseball III
Prerequisite: Varsity Baseball II
Credit Hours: 1

PED 211 (0787) Varsity Baseball IV
Prerequisite: Varsity Baseball III
Credit Hours: 1

PED 129 (0918) Varsity Softball I
Prerequisite: None
Credit Hours: 1

PED 130 (0790) Varsity Softball II
Prerequisite: Varsity Softball I
Credit Hours: 1

PED 220 (0791) Varsity Softball III
Prerequisite: Varsity Softball II
Credit Hours: 1

PED 221 (0792) Varsity Softball IV
Prerequisite: Varsity Softball III
Credit Hours: 1

PED 122 (0801) Varsity Basketball I
Prerequisite: None
Credit Hours: 1

PED 123 (0802) Varsity Basketball II
Prerequisite: Varsity Basketball I
Credit Hours: 1

PED 214 (0803) Varsity Basketball III
Prerequisite: Varsity Basketball II
Credit Hours: 1

PED 215 (0804) Varsity Basketball IV
Prerequisite: Varsity Basketball III
Credit Hours: 1

PED 133 (0824) Varsity Wrestling I
Prerequisite: None
Credit Hours: 1

PED 135 (0825) Varsity Wrestling II
Prerequisite: Varsity Wrestling I

Credit Hours: 1

PED 222 (0826) Varsity Wrestling III

Prerequisite: Varsity Wrestling II

Credit Hours: 1

PED 223 (0827) Varsity Wrestling IV

Prerequisite: Varsity Wrestling III

Credit Hours: 1

PED 127 (0915) Varsity Tennis I

Prerequisite: None

Credit Hours: 1

PED 128 (0916) Varsity Tennis II

Prerequisite: Varsity Tennis I

Credit Hours: 1

PED 218 (0917) Varsity Tennis III

Prerequisite: Varsity Tennis II

Credit Hours: 1

PED 219 (0918) Varsity Tennis IV

Prerequisite: Varsity Tennis III

Credit Hours: 1

Physical Science

PHSC 101 (0901) Principles of Geology (IO)

Prerequisite: None

Credit Hours: 5

Study of the earth's physical, structural, and chemical features with emphasis on the mid-continent region and Kansas. Minerals, rocks, and hydrological systems are investigated.

PHSC 103 (1910) Introduction to Astronomy (IO)

Prerequisite: MATH 100 Intermediate Algebra or equivalent

Credit Hours: 3

Study of the historical developments in astronomy from ancient to modern times; the theoretical and empirical foundations of astronomy; the composition and mechanics of the solar systems, stellar systems, and galactic systems; and introduction to observational astronomy and cosmology.

PHSC 105 (1911) Physical Science

Prerequisite: MATH 96 Beginning Algebra (MATH 100 Intermediate Algebra is strongly recommended)

Credit Hours: 5

A survey course that emphasizes physics, chemistry, earth science, and astronomy. Designed for the student whose concentration is not in a science or engineering field, but who needs to fulfill a laboratory science requirement. Not open to those who have any college credit in chemistry or physics.

Physics or Engineering

PHYS 203 (0901) Engineering Physics

Prerequisite: Concurrent enrollment in or completion of MATH 130 Calculus I

Credit Hours: 5

The topics covered are the same as PHYS 201 College Physics I. However, all topics are covered using concepts and mathematical tools of calculus.

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

PHYS 208 (0902) Engineering Physics II

Prerequisite: Concurrent enrollment in or completion of MATH 131 Calculus II.

Credit Hours: 5

Completion of PHYS 201 Engineering Physics I is strongly recommended before enrollment in this course.

The topics covered are the same as PH YS 205 College Physics II. However, all topics are covered using the concepts and mathematical tools of calculus.

PHYS 210 (0903) Statics (IO)

Prerequisite: MATH 125 TrigonometryPH YS 203 Engineering Physics I, and MATH 131 Calculus II (MATH 201 Calculus III or INDU 131 Engineering Graphics I are strongly recommended.)

Credit Hours: 3

A sophomore engineering course on force and force systems as applied to engineering problems, friction, centers of gravity, and moment of inertia.

PHYS 214 (0907) Independent Study in College Engineering Physics (IO)

Prerequisite: Consent of instructor Independent study in specialized areas of physics for the individual student. May be repeated for credit not to exceed three hours.

Credit Hours: 3

PHYS 201 (1931) College Physics I

Prerequisite: Concurrent enrollment in or completion of MATH 125 Trigonometry

Credit Hours: 5

This course will study the laws of motion and mechanics. Energy, gravity, friction, and the concept of an inertial reference frame will be presented. Experiments give training in laboratory techniques.

PHYS 205 (1932) College Physics II

Prerequisite: MATH 125 Trigonometry and PHYS 201 College Physics I

Credit Hours: 5

Continues from PH 1931 College Physics I with the study of mechanical waves, sound, thermodynamics, electricity and magnetism, and some modern physics as time permits.

Political Science

POLS 103 (2271) State and Local Government

Prerequisite: None

Credit Hours: 3

State and Local Government is designed to introduce students to our federal system of government, and it specifically instructs students in the Constitutional basis for State and Local Governments as well as their structure and mechanics. The course emphasizes basic questions about the forces that produce order, conflict, and change in government. State and Local Government is recommended for political science majors pre-law students, criminal justice students and all students who want an understanding of the processes, functions and institutions of our system of government below the National Government level.

POLS 105 (2270) American Government

Prerequisite: None

Credit Hours: 3

A general, systematic study of the development and structure of the American national government, with emphasis on the actual workings. Serves as a foundation for other political science courses.

HIST 108 (2210) Current World Affairs

Reading Placement Test Level: Reading for Academic Success*

Prerequisite: None

Credit Hours: 3

A study of the international relations and global issues, with emphasis on the changing role of the United States, and of international organizations such as the United Nations.

Psychology

PSYC 101 (2010) General Psychology

Reading Placement Test Level: Reading for Academic Success

Prerequisite: None

Credit Hours: 3

This course surveys the field of human psychology. It is the first course offered in psychology and, as such, it introduces the student to the fundamental methods and points of view in the scientific study of human behavior.

PSYC 201 (2090) Developmental Psychology

Prerequisite: PSYC 101 General Psychology **or** instructor's permission

Credit Hours: 3

The subject matter of Developmental Psychology is the human life cycle, the prenatal and newborn periods, infancy, childhood (early and late), adolescence, and adulthood. This branch of psychology explores the ways in which human physical growth and intellectual and social behavior change over time.

PSYC 202 (2091) Psychology of Adjustment

Prerequisite: PSYC 101 General Psychology

Credit Hours: 3

An experiential course of personal application of psychological principles and concepts. Students will be encouraged to develop a fuller understanding of themselves and their personal and social relationships within the topics of adjustment, lifestyle, lifespan influences, stress, social interactions, work and leisure, and aspects of solitude. This class is only offered in the Spring of the academic year.

Radiography

RADI 101 (5233) Introduction to Radiography, Ethics and Law

Prerequisite: Radiography student

Credit Hours: 2

Introduction to historical review of health care with emphasis on Radiologic technology. Principles of radiography, radiation protection, ethics, and law will be presented. A two week clinical orientation is also incorporated into this course.

RADI 103 (5234) Radiographic Procedures I

Prerequisite: Acceptance into Radiography Program

Credit Hours: 1

Content is designed to provide the knowledge base necessary to perform standard imaging procedures, including special studies. Consideration is given to the evaluation of optimal diagnostic images of the chest and abdomen.

RADI 104 (5235) Radiographic Procedures II

Prerequisite: RADI 103 Radiographic Procedures I

Credit Hours: 3

Content is designed to provide the knowledge base necessary to perform standard imaging procedures, including special studies. Consideration is given to the evaluation of optimal diagnostic images of the upper & lower extremities and contrast studies.

RADI 105 (5236) Radiographic Procedures III

Prerequisite: RADI 104 Radiographic Procedures II

Credit Hours: 3

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

Content is designed to provide the knowledge base necessary to perform standard imaging procedures, including special studies. Consideration is given to the evaluation of optimal diagnostic images of the bony thorax, spinal column, and head.

RADI 107 (5237) Radiographic Image Processing

Prerequisite: Acceptance into Radiography Program

Credit Hours: 1

Film composition, image receptors, darkroom procedures, and principles of automatic processing. Introduction to digital image processing and image archiving.

RADI 109 (5237) Patient Care in Radiography

Prerequisite: RADI 101 Introduction to Radiography, Ethics and Law

Credit Hours: 1

Introduction to the care of patients while in the radiology department. Topics include: Body Mechanics, Patient Transfer, Patient Assessment, and Infection control.

RADI 111 (5195) Medical Terminology for Radiography

Prerequisite: RADI 101 Introduction to Radiography

Credit Hours: 1

Content is designed to provide an introduction to the origins of medical terminology. A word building system is introduced and abbreviations and symbols are discussed. Also introduced is an orientation to understanding radiographic orders and diagnostic report interpretation.

RADI 113 (5240) Simulations in Radiography I

Prerequisite: RADI 103 Radiographic Procedures I

Credit Hours: 2

Laboratory study of the radiographic procedures used to visualize the anatomical structures of upper and lower chest, abdomen, and contrast studies. Laboratory setting once a week.

RADI 115 (5472) Pharmacology and Drug Administration

Prerequisite: RADI 109 Patient Care

Credit Hours: 2

Designed to provide basic concepts of pharmacology. The theory and practice of basic techniques of venipuncture and administration of diagnostic contrast agents and/or intravenous medications. The appropriate delivery of patient care during these procedures will be emphasized.

RADI 117 (5239) Film/Screen Image Acquisition

Prerequisite: RADI 101 Introduction to Radiography, Ethics and Law

Credit Hours: 2

Content is designed to establish a knowledge base in factors that govern the image production process. Film imaging with related accessories is emphasized.

RADI 119 (5286) Clinical Training I

Prerequisite: RADI 103 Radiographic Procedures I

Credit Hours: 3

This portion of clinical training is used to acquaint the learner with the organization and function of health care facilities. In addition, the learner will observe and assist a practicing radiographer to appreciate both the ethical and technical responsibilities associated with radiologic technology. 24 hours a week for 16 weeks.

RADI 120 (5370) Clinical Training II

Prerequisite: RADI 119 Clinical Training I

Credit Hours: 3

This portion of clinical training encompasses major radiographic equipment, room maintenance and preparation, principles of record keeping, proper patient handling. The learner should be making the transition from the passive mode of observation to a more active mode of assisting the radiographer perform examinations of the chest, abdomen, extremities, and contrast studies. 24 hours per week for 16 weeks.

RADI 125 (5103) Radiographic Equipment Operation

Prerequisite: RADI 117 Film/Screen Image Acquisition

Credit Hours: 2

Designed to establish a knowledge base in radiographic, fluoroscopic, mobile, and tomographic equipment requirements and design. Also included a basic knowledge of quality control.

RADI 127 (5268) Introduction to Computed Tomography & Cross Sectional Anatomy

Prerequisite: RADI 104 Radiographic Procedures II

Credit Hours: 3

This course explores the basic physical and technical principles of computed tomography and the study of human anatomy as viewed in sectional imaging planes of other diagnostic imaging modalities.

RADI 140 (5102) Technical Analysis & Quality Assurance

Prerequisite: Radiographic Exposure I

Credit Hours: 3

This course is designed to instruct the student in the application of technical principles, problem solving, and quality assurance. Automatic Exposure Control, technical factors, and equipment maintenance will be emphasized.

RADI 146 (5242) Skull Radiography

Prerequisite: RADI 104 Radiographic Procedures II

Credit Hours: 2

Intensive study of the anatomy and position of the skull and facial bones. In a laboratory setting, students demonstrate competency in skull radiography.

RADI 149 (5246) Clinical Training III

Prerequisite: RADI 120 Clinical Training II

Credit Hours: 3

The learner should now be assisting with all radiographic examinations and should be making the transition from a passive mode to a more active mode of performing skeletal and fluoroscopic examinations. 24 hours per week for 6 weeks (136 hours) and 40 hours per week for 2 weeks (80 hours) at a new clinical site. Total clinical hours 216.

RADI 151 (5265) Contrast Studies

Prerequisite: RADI 101 Introduction to Radiography, Ethics and Law

Credit Hours: 2

Study of examinations requiring contrast media with emphasis on the digestive, biliary, and urinary systems. Pharmacology as related to contrast studies will also be included. In a laboratory setting the learner will demonstrate his or her competency in radiographic positioning of these procedures.

RADI 153 (5270) Special Radiographic Procedures

Prerequisite: RADI 158 Advanced Procedures

Credit Hours: 2

This course encompasses the concepts and applications within fluoroscopy, special procedures, and venipuncture. Special Radiologic procedures include angiography, arthrography, interventional studies, myelography, and surgical exams.

RADI 158 (5470) Advanced Procedures

Prerequisite: RADI 105 Radiographic Procedures III

Credit Hours: 2

Pediatric radiography, mobile radiography, Tomography, trauma radiography, and surgery techniques will be covered in this course.

RADI 201 (5248) Imaging Modalities

Prerequisite: Entrance into sophomore year of Radiography Program

Credit Hours: 3

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

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This course encompasses the concepts and applications within advanced modality areas of radiology, including: Magnetic Resonance Imaging, Mammography, Bone Densitometry, Ultrasound, Nuclear Medicine, PET, and Radiation Therapy.

RADI 203 (5371) Clinical Training III

Prerequisite: RADI 120 Clinical Training II

Credit Hours: 3

During this portion of clinical training, the learner investigates fluoroscopic equipment and procedural duties. In addition, the learner will be introduced to the responsibilities and principles of scheduling patients for radiographic examinations. The learner should now be assisting with all radiographic examinations, and should be making the transition from a passive mode to a more active mode of 32 hours per week for 7 weeks; 40 hours per week for 1 week.

RADI 204 (5372) Clinical Training IV

Prerequisite: RADI 149 Clinical Training III

Credit Hours: 3

Emphasis is placed on skull radiography, trauma radiography, body section, mobile and surgical radiography. Recheck competencies will be performed at the new hospital assignment 24 hours per week for 16 weeks.

RADI 205 (5373) Clinical Training V

Prerequisite: RADI 204 Clinical Training IV

Credit Hours: 3

Emphasis is placed on emergency and special procedure radiography. In addition the learner will be required to successfully complete the remaining category competency evaluations, and 5 recheck competencies. 24 hours per week for 16 weeks.

RADI 207 (5104) Digital Image Acquisition & Quality Assurance

Prerequisite: RADI 117 Film/Screen Image Acquisition

Credit Hours: 3

Content is designed to impart an understanding of the components, principles and operation of digital imaging systems found in diagnostic radiography. Factors that impact image acquisition, display, archiving and retrieval are discussed. Guidelines for selecting exposure factors and evaluating images within a digital system assist students to bridge between film-base and digital imaging systems. Principles of digital system quality assurance and maintenance are presented.

RADI 209 (5243) Principles of Radiation Physics

Prerequisite: RADI 125 Radiographic Equipment Operation

Credit Hours: 2

A basic knowledge of atomic structure and terminology. Also presented are the nature and characteristics of radiation, x-ray production and the fundamentals of photon interactions with matter.

RADI 211 (5107) Computed Tomography Procedures

Prerequisite: RADI 127 Introduction to CT and Cross Sectional Anatomy

Credit Hours: 2

Studies the positional and functional relationships of body structures, with an emphasis on their appearances as seen with Computed Tomography (CT) scanning.

RADI 213 (5247) Radiographic Pathophysiology

Prerequisite: Entrance into sophomore year of Radiography Program

Credit Hours: 2

Study of pathologies and their effects on the anatomy, physiology, and radiography of the human body.

RADI 214 (5229) Simulations in Radiography II

Prerequisite: RADI 113 Simulations in Radiology I

Credit Hours: 2

Laboratory study of the radiographic procedures used to visualize the anatomical structures of the scapula, pelvic girdle, bony thorax, spine, and head.

RADI 217 (5241) Radiation Protection
Prerequisite: RA 209 Physical Foundations of Radiology
Credit Hours: 3

The Study of the biological effects of radiation and patient protection. Also included are radiation monitoring and occupational exposure and protection.

RADI 219 (5105) Image Analysis
Prerequisite: Entrance into Sophomore year of Radiography Program
Credit Hours: 2

Will provide a basis for analyzing radiographic images. Including the importance of imaging standards, discussion of a problem-solving technique for image evaluation and factors that can affect image quality. Actual images brought by each student will be used for image analysis.

RADI 221 (5266) Radiography Comprehensive Review
Prerequisite: Completion of all Radiography courses to date
Credit Hours: 2

Group discussion on current topics in radiologic technology. Review of the principles of radiography and their application to the ARRT examination. Mock registry exams on the computer .

RADI 223 (5106) Situation Judgment Analysis
Prerequisite: Entrance into sophomore year of Radiography Program
Credit Hours: 2

Comprehensive review course with emphasis on critical thinking, problem analysis, and solution judgment skills. Includes group sessions for scenario development.

RADI 225 (5108) Computed Tomography Pathology
Prerequisite: Radiologic Technologist or Registry Eligible
Credit Hours: 3

This course is designed for all imaging technologists requiring knowledge of the disease process and common disease appearance on computed tomography images including trauma and pediatric patients.

RADI 226 (5109) Computed Tomography Physics and Instrumentation
Prerequisite: Radiologic Technologist or Registry Eligible
Credit Hours: 3

This course is designed to impart an understanding of the physical principles and instrumentation involved in CT. The historical development and evolution of CT is reviewed. Physics topics covered include the characteristics of x-radiation, CT beam attenuation, linear attenuation coefficients, tissue characteristics and Hounsfield numbers application. Data acquisition and manipulation techniques, image reconstruction algorithms such as filtered back-projection will be explained. CT systems and operations will be explored with full coverage of radiographic tube configuration, collimator design and function, detector type, characteristics and functions and the CT computer and array processor. CT image processing and display will be examined from data acquisition through postprocessing and archiving and patient factors related to other elements affecting image quality will be explained, as well as artifact production and reduction and image communication.

RADI 227 (5491) Advanced Computed Tomography Procedures
Prerequisite: Radiologic Technologist or Registry Eligible
Credit Hours: 3

This course is designed to cover patient care, contrast media, and scanning procedures in computed tomography. An emphasis will be placed on patient assessment and preparation, radiation safety, and the indications and contradictions for the procedures and contrast usage for both the adult and pediatric patient.

RADI 228 (5493) Advanced Computed Tomography Cross Sectional Anatomy
Prerequisite: Radiologic Technologist or Registry Eligible

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

Credit Hours: 3

This course is designed for all imaging technologists requiring knowledge of sectional anatomy in the transverse, sagittal, coronal and oblique (off-axis) planes and the correlation between the structure appearance of computed tomography, magnetic resonance imaging and other diagnostic imaging modalities.

Recording Arts Technology

RTEC 101 (1213) Audio Recording I

Prerequisite: None

Credit Hours: 3

This course is intended to expose students to the principles and techniques of stereo and multi-track audio recording. Topics of instruction include basic audio terminology and concepts, use of microphones, multi-track recording, signal processing, and mixdown techniques.

RTEC 102 (1214) Audio Recording II

Prerequisite: RTEC 101 Audio Recording I

Credit Hours: 3

Audio Recording II studies advanced operation procedures in the recording studio. This includes advanced audio theory and recording techniques, digital tap machine operation, additional mic placement techniques, and multitrack mixdown techniques, with practical application in a laboratory setting.

RTEC 103 (1265) Audio Recording III

Prerequisite: None

Credit Hours: 3

A beginning course in the utilization of computer-based audio recording systems. Software programs such as ProTools will be used in the recording projects. An introduction to digital signal processing, software synthesis, and completely digital recording techniques will be covered, as well as the use of plug-ins in a digital audio program.

RTEC 104 (1266) Audio Recording IV

Prerequisite: RTEC 103 Digital Audio I

Credit Hours: 3

An advanced course in the utilization of computer-based audio recording systems. Software programs such as Digital Performer, Samplitude, and ProTools will be used in the digital audio recording process. Advance digital signal processing techniques and completely digital Mixing and Mastering techniques will be explored. Also, "Loop-based" digital audio production techniques, as well as the use of plug-ins, will be utilized.

RTEC 115 (1244) Recording Arts Piano

Prerequisite: None

Credit Hours: 1

Music instruction for piano students in the Recording Arts Technology program provides students with the opportunity to learn how contemporary music is played on the keyboard. The student will learn about contemporary music theory, bass line patterns, and how to begin reading lead sheets and fake books.

RTEC 121 (1221) MIDI Production

Prerequisite: None

Credit Hours: 3

This course is an introduction to control of the synthesizer via the MIDI interface. The basics of sound synthesis theory, the history of MIDI, and synthesizer programming will be explored. Additionally, the use of a software-based MIDI sequencing program will be explored in the realization of student projects in the lab.

RTEC 126 (1220) Sound Reinforcement

Prerequisite: Fundamentals of Electronics I

Credit Hours: 2

This course is an overview of the entire spectrum of live sound reinforcement and is intended to give the student basic understanding of the elements involved in assembling and operating a sound system for use in the sound reinforcement/commercial music industry.

RTEC 133 (1218) Music Business

Prerequisite: None

Credit Hours: 3

This course acquaints the student with the practices and procedures of the recording arts business world including the hiring of management, attorneys, negotiation or recording contracts, publishing deals, and other contractual situations that arise in the music industry. Concert production, publicity, and production of press kits will also be explored.

RTEC 135 (1217) Lighting Technology

Prerequisite: None

Credit Hours: 1

A comprehensive study of lighting principles, equipment, and usage in the performing arts industry. Emphasis is placed on lighting techniques, color concepts, electrical theory, and safety.

RTEC 138 (1224) Recording Arts Theory

Prerequisite: None

Credit Hours: 4

Reviews scale construction, intervals, and chord spellings. Introduces chord progressions, song forms, and harmonic techniques used in popular music. Must be able to read music in standard notation. Basic ear training skills including hearing melodies, harmonies, and rhythms and sight singing skills including singing intervals and rhythms are developed.

RTEC 144 (1274) Digital Video

Prerequisite: None

Credit Hours: 3

This course covers the basics of planning, lighting, shooting and editing of digital video as it relates to the modern music, entertainment, and corporate industries. Students will learn to produce, edit, and manipulate in software their own video projects ranging from simple interviews and commercials and promotional video to music videos and short form documentaries. Students will also learn about the current methods of distribution for digital video including CD Rom, DVD, streaming media, and other downloadable compression formats. This class requires 45 hours of lab time outside of normal class meetings. The student is responsible for scheduling and logging all hours.

RTEC 145 (1270) Thesis Project – Performance

Prerequisite: None

Credit Hours: 3

Utilizing the performance skills acquired in all previous courses, the student will produce a full-length, professionally evaluated audio recording inclusion in their portfolio and for use in promoting themselves in the professional music industry. The final project may be of original material or material composed by others, or collaboration.

RTEC 148 (1216) Audio for Video

Prerequisite: RTEC Audio Recording I - RTEC Digital Video

Credit Hours: 3

This course teaches the techniques of synchronizing sound with the visual image. Advanced techniques such as coordinating musical material with exact visual images will be explored.

RTEC 160 (1204) Recording Arts Internship

Prerequisite: RTEC Audio Recording I - RTEC Audio Recording II - RTEC Audio Recording III RTEC MIDI Production - RTEC Digital Video - RTEC Audio for Video

Credit Hours: 1

The student will function as an engineer and/or assistant engineer in a professional recording or sound engineering environment. Working with professionals in the field, the student will become familiar with

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

the real world environment of the audio professional. This class requires 45 hours of internship hours. The student is responsible for logging all hours arranging his or her own internship.

RTEC 162 (1271) Recording Arts Thesis

Prerequisite: Audio Recording I- Audio Recording II - Audio Recording III

Credit Hours: 3

Utilizing the audio production skills acquired in all previous courses, the student will produce a full-length, professionally evaluated audio recording for inclusion in their portfolio and for use in promoting themselves in the professional music industry. The final project may be of original material, covers, or material composed by others, or a collaboration.

RTEC 170 (1275) Mixing and Mastering Techniques

Prerequisite: Audio Recording I Audio Recording II Audio Recording III

Credit Hours: 3

This course teaches advanced signal processing, recording, and mixing techniques used in studio recording and live sound, as well as the basics of mastering. A course in both live and studio mixing, utilizing both computer based audio recording systems and conventional analog devices. Software programs such as Pro Tools will be used in the audio mixing process. Advanced digital signal processing techniques and completely digital domain recording and mastering techniques will be explored.

RTEC 206 (1208) Improvisation Ensembles I 1 Credit Hour

RTEC 207 (1209) Improvisation Ensembles II 1 Credit Hour

Prerequisite: None

Students will learn improvisation skills through performance in small ensembles. Students will learn and apply the use of arpeggios, rhythmic and melodic motifs, chord tones and non-chord tones, and a variety of scales.

RTEC 201 (1228) Performing Ensemble I 2 Credit Hours

RTEC 202 (1229) Performing Ensemble II 2 Credit Hours

RTEC 203 (1230) Performing Ensemble III 2 Credit Hours

RTEC 204 (1231) Performing Ensemble IV 2 Credit Hours

Prerequisite: None

Several bands will be formed at the beginning of Performing Ensemble I. An audition will be administered to determine the performance level and general make-up of the individual groups. As the groups mature through ensemble II-IV, the groups will develop a larger repertoire and more performances will be scheduled. The students will learn rehearsal techniques, how to map out a song from sheet music and directly from recorded sources, and will demonstrate proficiency on their chosen instrument.

RTEC 220 (1260) Arranging for Songwriters

Prerequisite: None

Credit Hours: 3

The student will be able to demonstrate acceptable competency in the basic skills and techniques of arranging, including harmonization of melodies, use of substitute chords, and arranging tunes in a variety of styles.

RTEC 248 (1234) Recording Arts Music Business Internship

Prerequisite: Adviser's Approval

Credit Hours: 1

The student will function in a professional recording studio, venue promotion, or facilities management environment. Working with professionals in the field, the student will become familiar with the real world environment of the music professional.

INDU 125 (5311) Fundamentals of Electronics I

Prerequisite: Applied Mathematics or Algebra

Credit Hours: 3

Study of the basic skills in electricity and electronics including equipment use, basic electronic formulas, and receiving basic skills to enter the electronics field.

Religion

RELI 101 (1510) Comparative World Religions

Prerequisite: None

Credit Hours: 3

This course examines different religions and their history, practices, and beliefs.

RELI 103 (1512) Old Testament Survey (IO)

Prerequisite: None

Credit Hours: 3

A general survey of the people and customs in Old Testament times, places, and periods of history, along with the study of the literary structure of the Old Testament.

RELI 105 (1564) New Testament Survey

Prerequisite: None

Credit Hours: 3

A general survey of the people and customs in New Testament times, places, and periods of history, along with the study of the literary structure of the New Testament.

Respiratory Care

RESP 101 (5800) Fundamentals of Respiratory Care I

Prerequisite: Admission into the Respiratory Care Program

Credit Hours: 4

This course provides instruction in basic gas physics and basic respiratory care. Included is a section on microbiology, patient assessment and professionalism. This course includes a laboratory with competency evaluations.

RESP 102 (5803) Fundamentals of Respiratory Care II

Prerequisite: RESP 101 Fundamentals of Respiratory Care I RESP 105 Respiratory Care

Pharmacology RESP 109 Clinical Practice I RESP 107 Cardiopulmonary Anatomy and Physiology

Credit Hours: 4

This course will include hyperinflation therapy, specialized O₂, airways, home care and pulmonary rehabilitation. This course includes a laboratory with competency evaluations.

RESP 103 (5824) A-STEP Introduction to Polysomnography

Prerequisite: None

Credit Hours: 5

This is the beginning course for students interested in becoming polysomnography technologist trainees to learn a basic understanding of sleep, sleep disorders, and sleep technology. Upon completion of this course, students will take a 106 question test given by the American Academy of Sleep Medicine (AASM) to become a sleep technology trainee. Students successfully passing the test can then complete the online self-study modules offered by AASM to prepare for the registered polysomnographic technologists (BRPT).

RESP 105 (5250) Respiratory Care Pharmacology

Prerequisite: Admission into the Respiratory Care program

Credit Hours: 3

This course addresses general principles of pharmacology with emphasis on drugs affecting the cardiopulmonary system. An overview of antibiotics, narcotics, and sedatives is presented.

RESP 107 (5802) Cardiopulmonary Anatomy and Physiology

Prerequisite: Admissions into the Respiratory Care Program

Credit Hours: 3

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

An in-depth study of cardiopulmonary anatomy and physiology will be presented; included is a unit on renal physiology and acid-base balance.

RESP 109 (5255) Clinical Practice I

Prerequisite: Admission into the Respiratory Care program

Credit Hours: 2

This clinical course allows the respiratory care student to apply skills learned in the classroom to the clinical setting. Emphasis is placed on basic therapeutic modalities, charting, and assessment skills.

Clinical Practice I

RESP 110 (5258) Clinical Practice II

Prerequisite: RESP 101 Fundamentals of Respiratory Care I RESP 105 Respiratory Care

Pharmacology RESP 109 Clinical Practice I RESP 107 Cardiopulmonary Anatomy and Physiology

This clinical course allows respiratory care students to apply skills learned in the classroom to the clinical setting. Emphasis is placed on specialized areas of respiratory care. 4 Credit Hours

RESP 111 (5252) Respiratory Care Topics and Procedures I

Prerequisite: RESP 101 Fundamentals of Respiratory Care I RESP 107 Cardiopulmonary Anatomy and

Physiology RESP 109 Clinical Practice I RESP 105 Respiratory Care Pharmacology

Credit Hours: 3

In this course, monitoring used to evaluate patients is addressed such as arterial blood gases, electrocardiograms, and chest x-rays.

RESP 113 (5809) Pediatric Respiratory Care

Prerequisite: RESP 101 Fundamentals of Respiratory Care I RESP 105 Respiratory Care

Pharmacology RESP 109 Clinical Practice I RESP 107 Cardiopulmonary Anatomy and Physiology

Credit Hours: 3

This course will cover neonatal and pediatric respiratory care. Includes neonatal and pediatric respiratory diseases and respiratory care modalities applied to the neonatal and pediatric patient.

RESP 115 (5821) Introduction to Mechanical Ventilation

Prerequisite: RESP 101 Fundamentals of Respiratory Care I RESP 107 Cardiopulmonary Anatomy &

Physiology RESP 105 Respiratory Care Pharmacology RESP 109 Clinical Practice I

Credit Hours: 1

This introductory course covers basic concepts important to understanding mechanical ventilation. The student will concentrate on modes of ventilation, ventilator set-up and trouble-shooting, and charting of mechanical ventilation.

RESP 131 (5189) Care Planning for Common Respiratory Diseases

Prerequisite: RESP 205 Respiratory Disease or NURS 117 Pathophysiology

Credit Hours: 1

This elective is intended to help respiratory therapy students prepare for the clinical simulation examination; one of the examinations needed to become a registered respiratory therapist. In addition, this course will strengthen knowledge of respiratory diseases needed for clinical practice. Students will be creating respiratory care plans for specific disease processes.

RESP 132 (5193) Clinical Practice Internship

Prerequisite: Clinical Practice I, II, III, Fundamentals of Respiratory Care I, II, and III,

Advanced Mechanical Ventilators, Pediatric Respiratory Care and Topics and Procedures I and II

Credit Hours: 1-3

This is a supplemental clinical course intended to enhance clinical proficiency and better prepare graduates for the work environment. Students will be scheduled to rotate through the areas of their specific interest. Each credit hour will equate to 64 clock hours of clinical time.

RESP 142 (5283) Respiratory Care Seminar

Prerequisite: None

Credit Hours: 1

This course will cover various topics related to the respiratory care profession.

RESP 148 (5812) Comprehensive Respiratory Care

Prerequisite: None

Credit Hours: 1

This review course is intended to help students prepare to take the registry examinations administered by the National Board of Respiratory Care. Students will practice on information gathering and decision making skills in a controlled classroom environment.

RESP 150 (5816) Math for Respiratory Care Practitioner

Prerequisite: None

Credit Hours: 1

This course is intended to reinforce the many math concepts and calculations used by respiratory care practitioners.

RESP 151 (5817) Advanced Ventilators

Prerequisite: None

Credit Hours: 1

This is a continuation of Fundamentals of Respiratory Care III allowing students additional hands on practice with a variety of ventilators.

RESP 153 (5820) Entry-Level Review

Prerequisite: None

Credit Hours: 1

This review course is intended to help students prepare to take the entry-level examination administered by the National Board for Respiratory Care. Students will practice analysis and application of information.

RESP 203 (5805) Fundamentals of Respiratory Care III

Prerequisite: RESP 101 Fundamentals of Respiratory Care I RESP 102 Fundamentals of Respiratory Care II RESP 105 Respiratory Care Pharmacology RESP 109 Clinical Practice I RESP 110 Clinical Practice II RESP 107 Cardiopulmonary Anatomy and Physiology I RESP 111 Respiratory Care Topics and Procedures I RESP 115 Introduction to Mechanical Ventilation RESP 113 Pediatric Respiratory Care

Credit Hours: 4

This course includes an in-depth study of mechanical ventilation for adult, pediatric, and neonatal patients. Conventional methods of ventilation, as well as newer modalities are addressed. This course includes a laboratory with competency evaluations.

RESP 205 (5806) Respiratory Diseases

Prerequisite: RESP 101 Fundamentals of Respiratory Care I RESP 102 Fundamentals of Respiratory Care II RESP 105 Respiratory Care Pharmacology RESP 109 Clinical Practice I RESP 110 Clinical Practice II RESP 107 Cardiopulmonary Anatomy and Physiology RESP 111 Respiratory Care Topics and Procedures I RESP 115 Introduction to Mechanical Ventilation RESP 113 Pediatric Respiratory Care

Credit Hours: 3

This course provides the student with an in-depth study of diseases that affect the cardiopulmonary system.

RESP 207 (5810) Critical Care Medicine

Prerequisite: RESP 101 Fundamentals of Respiratory Care I RESP 102 Fundamentals of Respiratory Care II RESP 203 Fundamentals of Respiratory Care III RESP 105 Respiratory Care Pharmacology RESP 109 Clinical Practice I RESP 110 Clinical Practice II RESP 107 Cardiopulmonary Anatomy and Physiology RESP 111 Respiratory Care Topics and Procedures I

RESP 115 Introduction to Mechanical Ventilation RESP 205 Respiratory Diseases RESP 113 Pediatric Respiratory Care

Credit Hours: 3

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

*No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher
IO = Infrequently Offered Course*

This course will cover care of the acutely ill and critically ill patient. Emphasis is placed on application of data obtained during monitoring and assessment of patients. Therapeutic and diagnostic modalities will be addressed.

RESP 211 (5813) Clinical Practice III

Prerequisite: RESP 101 Fundamentals of Respiratory Care I RESP 102 Fundamentals of Respiratory Care II RESP 203 Fundamentals of Respiratory Care III RESP 105 Respiratory Care Pharmacology RESP 109 Clinical Practice I RESP 110 Clinical Practice II RESP 107 Cardiopulmonary Anatomy and Physiology RESP 111 Respiratory Care Topics and Procedures I RESP 115 Introduction to Mechanical Ventilation RESP 205 Respiratory Diseases RESP 113 Pediatric Respiratory Care
Credit Hours: 6

Students will apply skills learned in the classroom to the clinical setting. Emphasis will be placed on critical care and monitoring procedures.

RESP 212 (5262) Clinical Practice IV

Prerequisite: RESP 101 Fundamentals of Respiratory Care I RESP 102 Fundamentals of Respiratory Care II RESP 203 Fundamentals of Respiratory Care III RESP 105 Respiratory Care Pharmacology RESP 109 Clinical Practice I RESP 110 Clinical Practice II RESP 107 Cardiopulmonary Anatomy and Physiology RESP 111 Respiratory Care Topics and Procedures I RESP 115 Introduction to Mechanical Ventilation RESP 205 Respiratory Diseases RESP 113 Pediatric Respiratory Care
Credit Hours: 1

This clinical course will give students an opportunity to practice patient scenarios, discuss clinical problems, and learn skills important for new job seekers in the medical field.

RESP 213 (5254) Respiratory Care Topics and Procedures II

Prerequisite: RESP 101 Fundamentals of Respiratory Care I RESP 102 Fundamentals of Respiratory Care II RESP 203 Fundamentals of Respiratory Care III RESP 105 Respiratory Care Pharmacology RESP 109 Clinical Practice I RESP 110 Clinical Practice II RESP 107 Cardiopulmonary Anatomy and Physiology RESP 111 Respiratory Care Topics and Procedures I RESP 115 Introduction to Mechanical Ventilation RESP 205 Respiratory Diseases RESP 113 Pediatric Respiratory Care
Credit Hours: 2

This is a course designed to prepare the student for specialized monitoring used by respiratory therapists and includes: invasive hemodynamic monitoring, intracranial pressure monitoring, bronchoscopies, thoracentesis chest tubes, metabolic cart, and others.

HEAL 151 (5819) Advanced Cardiac Life Support

Prerequisite: None

Credit Hours: 1

This course is designed to provide the participant with the skills to respond to acute cardiovascular situations in and out of the hospital setting.

OTEC 125 (5232) Medical Terminology

Prerequisite: None

Credit Hours: 3

Presents basic concepts and elements of medical terms, surveys terms pertaining to the study of the human body, and assist in the development of the ability to read and understand the language of medicine. Commonly used abbreviations will be addressed.

Sociology

SOCI 101 (2280) Sociology

Prerequisite: None

Credit Hours: 3

This course examines human social interactions and relationships between groups. Within the context of classical and contemporary sociology, the course provides an overview of the study of society, the individual in society, social inequality, social institutions, social change, and social issues.

SOCI 201 (1350) Marriage and Family

Prerequisite: None

Credit Hours: 3

Marriage, family, and alternative lifestyles are closely examined from a sociological and theoretical perspective. Discussion will focus on how relationships and gender roles have changed, attitudes and decision-making in regard to sexuality, and changes in the marital relationship across time.

SOCI 207 (2220) Anthropology

Prerequisite: None

Credit Hours: 3

An introductory study of diverse human cultures throughout the world, both past and present. The physical and cultural systems of various people will be examined through kinship ties, economics, religion, government, and the arts.

SOCI 203 (2283) Social Problems

Prerequisite: None

Credit Hours: 3

This course examines well-defined social problems in both theoretical and practical ways. The social problems studied will give the student a base for analyzing and understanding social problems prevalent in society today. A wide variety of topics are discussed including poverty, race and ethnic relations, gender and social inequality, crime, and sexual deviance.

SOCI 112 (2282) Introduction to Social Work (IO)

Prerequisite: None

Credit Hours: 3

A survey of the human services fields, this course examines social welfare agencies and services, as well as career opportunities in social work.

Special Interest

SPEC 111(0840) Student Leadership Training

Prerequisite: None

Credit Hours: 1

A study of integrating leadership theory with practical experience in student government administration. Emphasizes techniques of planning, implementing, and developing student activities. May be repeated each semester.

SPEC 117 (1155) Travel Seminar

Prerequisite: None

Credit Hours: 3

Retrace former adventures and anticipate new ones when you join your friends on tours to destinations both familiar or new and exciting. Escorts and local guides will share insights about the contemporary, natural, and historical aspects of the destinations visited. This course also includes pre-trip orientation sessions and tour assignments.

SPEC 125 (2292) Topics in Lifelong Learning

Prerequisite: None

Credit Hours: 3

Topics in Lifelong Learning is designed to provide a framework for exploration of specific continuing education topics.

FINA 160 (0577) Principles of Real Estate

Prerequisite: None

Credit Hours: 2

This course is designed to explore the different phases of real estate and to prepare a person to enter the career of real estate. Topics will include real estate terminology, contract writing, financing methods, and licensing requirements. After completion of this course, the student should be ready to take the salesperson license exam.

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

Student Success Center

LEAR 90 (0586) Personal and Career Development

Prerequisite: None

Credit Hours: 2

This course is designed to help students obtain powerful interpersonal skills they'll need to communicate and build effective work and personal relationships. (Developmental course)

LEAR 86 (0808) Vocabulary Expansion II

Prerequisite: None

Credit Hours: 1

Stresses the use of context clues to learn word meaning. Students are required to spend a minimum of 15 hours in the Student Success Center as well as complete assignments. (Developmental course)

LEAR 87 (0812) Spelling/Writing Vocabulary Refresher

Prerequisite: None

Credit Hours: 1

A review of basic writing skills necessary for success in college and in many careers such as spelling, grammar, sentence structure, punctuation, writing assignments, and vocabulary development. Students are required to spend at least 15 hours in the Student Success Center as well as complete assignments. (Developmental course)

LEAR 85 (0815) Vocabulary Expansion I

Prerequisite: None

Credit Hours: 1

Combining forms such as prefixes, root words, and suffixes stressed as well as words derived from them. Familiarity with these forms is the quickest way to learn words. Students are required to spend at least 15 hours in the Student Success Center as well as complete assignments. (Developmental course)

LEAR 94 (0817) Study Skills

Prerequisite: None

Credit Hours: 1

Time management, note taking, test-taking skills, and textbook reading will be reviewed. It should be helpful to all, but is specifically designed to assist those uncomfortable in returning to college. Students are required to spend a minimum of 15 hours in the Student Success Center as well as complete assignments. (Developmental course)

LEAR 101 (0828) Orientation

Prerequisite: None

Credit Hours: 1

An introduction to the College, its personnel, its support systems, and its extracurricular activity opportunities for new students.

LEAR 112 Parenting

Prerequisite: None

Credit Hours: 1

Provides parents, teachers, and care givers an understanding of human behavior and an awareness of opportunities to promote learning as they guide young children.

LEAR 80 (1516) Grammar and Reading in Context for Non-Native Speakers of English

Prerequisite: None

Credit Hours: 3

This course helps non-native English speakers to improve their grammar and syntax and to develop their reading skills. (Developmental course)

LEAR 81 (1517) Understanding Spoken English in the Academic Setting

Prerequisite: None

Credit Hours: 3

This course helps non-native speakers of English in understanding spoken English. It gives students practice in listening and discussing at the college level. (Developmental course)

LEAR 95 (1553) Reading Essentials

Prerequisite: None

Credit Hours: 3

This course is designed to help students obtain the skills they need to succeed in college courses that are reading intensive. This course serves those students who do not feel comfortable with their present reading skills or those whose test scores show inadequate skills. A student receiving 54 or less on the COMPASS Reading Placement Assessment is required to take this course. Reading Essentials will focus on three of the five components of reading; fluency, comprehension, and vocabulary.

LEAR 96 (1555) Reading EssentialsI

Prerequisite: Reading Essentials and/or a score of 54 to 74 on Compass Reading

Credit Hours: 3

This course is designed to teach the student reading comprehension and critical thinking skills required to succeed in higher level reading intensive college courses. In this course, students learn to read and use information found in short passages, stories, poetry, drama, reviews of written works, directions, forms, and reports. The student will also be able to apply reading skills to the many genres of text.

LEAR 97 (1556) Advanced College Reading

Prerequisite: None

Credit Hours: 3

This course is designed to help students obtain the skills they need to succeed in college courses that are reading intensive. The course focuses on advanced college level reading skills to help students develop the reading comprehension and critical thinking skills they'll need to master college level course materials. It also teaches specific strategies key to read college-level material in social studies, literature, history, and the sciences. A student receiving 75 or greater on the COMPASS Reading Placement Assessment is eligible to take this course. (Developmental course)

Theatre

THEA 110 (1073) Repertory Theatre I 1 Credit Hour

THEA 111 (1000) Repertory Theatre II 1 Credit Hour

THEA 112 (1001) Repertory Theatre III 1 Credit Hour

THEA 113 (1002) Repertory Theatre IV 1 Credit Hour

Prerequisite: None

Development of acting skills through rehearsal and performance of the plays produced by the College. May be repeated for a total of four hours credit.

THEA 114 (1074) Projects in Technical Theatre I 1 Credit Hour

THEA 115 (1005) Projects in Technical Theatre II 1 Credit Hour

THEA 116 (1006) Projects in Technical Theatre III 1 Credit Hour

THEA 117 (1007) Projects in Technical Theatre IV 1 Credit Hour

Prerequisite: None

Introduces the application of technical theatre arts as opposed to the performing arts. The student is allowed to choose the area in which he or she wishes to work (i.e., lighting, sound, set construction, scenic painting, makeup, properties). The student may also choose the degree of responsibility involved (from crew chief to worker). Students will serve on running crews for plays produced by the College.

Reading Essentials Placement Scores: ACT 0-12, COMPASS 0-54

Reading for Academic Success Placement Scores: ACT 13-16, COMPASS 55-74

No Reading Course Required Placement Scores: ACT 17 or Higher, COMPASS 75 or higher

IO = Infrequently Offered Course

THEA 101 (1072) Theatre Appreciation

Prerequisite: None

Credit Hours: 3

Introduces students to elements that comprise the world of theatre such as the fundamental principles of playwriting, acting, directing, and design (sets, lights, and costumes). Includes a study of the various genres of drama, theatre structures, and historical trends.