
CURRICULUM COURSE DESCRIPTIONS

ACADEMIC RELATED

		Class	Lab	Credit
ACA 111	College Student Success	1	0	1
Prerequisites: None				
Corequisites: None				

This course introduces the college's physical, academic, and social environment and promotes the personal development essential for success. Topics include campus facilities and resources; policies, procedures, and programs; study skills; and life management issues such as health, self-esteem, motivation, goal-setting, diversity, and communications. Upon completion, students should be able to function effectively within the college environment to meet their educational objectives.

ACA 122	College Transfer Success	1	0	1
Prerequisites: None				
Corequisites: None				

This course provides information and strategies necessary to develop clear academic and professional goals beyond the community college experience. Topics include the CAA, college culture, career exploration, gathering information on senior institutions, strategic planning, critical thinking, and communications skills for a successful academic transition. Upon completion, students should be able to develop an academic plan to transition successfully to senior institutions. *This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.*

ACCOUNTING

		Class	Lab	Credit
ACC 115	College Accounting	3	2	4
Prerequisites: None				
Corequisites: None				

This course introduces basic accounting principles for a sole proprietorship. Topics include the complete accounting cycle with end-of-period statements, bank reconciliation, payrolls, and petty cash. Upon completion, students should be able to demonstrate an understanding of accounting principles and apply those skills to a business organization. *This course is intended for those who have not received credit for ACC 120.*

ACC 120	Principles of Financial Acct.	3	2	4
Prerequisites: None				
Corequisites: None				

This course introduces business decision-making accounting information systems. Emphasis is placed on analyzing, summarizing, reporting, and interpreting financial information. Upon completion, students should be able to prepare financial statements, understand the role of financial information in decision-making and address ethical considerations. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

ACC 121	Prin. of Managerial Acct.	3	2	4
Prerequisites: ACC 121				
Corequisites: None				

This course includes a greater emphasis on managerial and cost accounting skills. Emphasis is placed on managerial accounting concepts for external and internal analysis, reporting and decision-making. Upon completion, students should be able to analyze and interpret transactions relating to managerial concepts including product-costing systems. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

		Class	Lab	Credit
ACC 122	College Transfer Success	1	0	1
Prerequisites: None				
Corequisites: None				

This course provides information and strategies necessary to develop clear academic and professional goals beyond the community college experience. Topics include the CAA, college culture, career exploration, gathering information on senior institutions, strategic planning, critical thinking, and communication skills for a successful academic transition. Upon completion, students should be able to develop an academic plan to transition successfully to senior institutions. This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirements.

ACC 131	Federal Income Taxes	2	2	3
Prerequisites: None				
Corequisites: None				

This course provides an overview of federal income taxes for individuals, partnerships, and corporations. Topics include tax law, electronic research and methodologies and the use of technology for the preparation of individual and business tax returns. Upon completion, students should be able to analyze basic tax scenarios, research applicable tax laws, and complete federal tax returns for individuals, partnerships, and corporations.

ACC 140	Payroll Accounting	1	2	2
Prerequisites: ACC 115 or ACC 120				
Corequisites: None				

This course covers federal and state laws pertaining to wages, payroll taxes, payroll tax forms, and journal and general ledger transactions. Emphasis is placed on computing wages; calculating social security, income, and unemployment taxes; preparing appropriate payroll tax forms; and journalizing/posting transactions. Upon completion, students should be able to analyze data, make appropriate computations, complete forms, and prepare accounting entries using appropriate technology.

		Class	Lab	Credit
ACC 150	Accounting Software Appl.	1	2	2
Prerequisites: ACC 115 or ACC 120				
Corequisites: None				

This course introduces microcomputer applications related to accounting systems. Topics include general ledger, accounts receivable, accounts pay-able, inventory, payroll, and correcting, adjusting, and closing entries. Upon completion, students should be able to use a computer accounting package to solve accounting problems.

ACC 220	Intermediate Accounting I	3	2	4
Prerequisites: ACC 120				
Corequisites: None				

This course is a continuation of the study of accounting principles with in-depth coverage of theoretical concepts and financial statements. Topics include generally accepted accounting principles and an extensive analysis of financial statements. Upon completion, students should be able to demonstrate competence in the conceptual framework underlying financial accounting, including the application of financial standards.

ACC 226	Advanced Managerial Acct	3	0	3
Prerequisites: ACC 121				
Corequisites: None				

This course is designed to develop an appreciation for the uses of cost information in the administration and control of business organizations. Emphasis is placed on how accounting data can be interpreted and used by management in planning and controlling business activities. Upon completion, students should be able to analyze and interpret cost information and present this information in a form that is usable by management.

AGRICULTURE

		Class	Lab	Credit
AGR 110	Agricultural Economics	3	0	3
Prerequisites: None				
Corequisites: None				

This course provides an introduction to basic economic principles in agriculture. Topics include supply and demand, the role of agriculture in the economy, economic systems, and micro- and macroeconomics. Upon completion, students should be able to explain economic systems, interpret supply and demand curves, and complete cost and revenue production schedules.

AGR 150	Ag-O-Metrics	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces basic calculations for agricultural applications. Topics include the metric system, land measurement, feed efficiency, rate of gain, chemical calibration, and payroll. Upon completion, students should be able to perform calculations that pertain to agricultural production.

AGR 226	Maint & Serv of Prod Faci	2	2	3
Prerequisites: None				
Corequisites: None				

This course provides a detailed look at maintaining and servicing of production facilities. Emphasis is placed on maintaining electrical equipment, plumbing systems, mechanical equipment and basic welding and cutting practices. Upon completion, students should be able to troubleshoot and repair ventilation equipment, pumps and plumbing, feed lines, curtain controls, and basic electrical controls.

AIR CONDITIONING, HEATING AND REFRIGERATION

	Class	Lab	Credit
AHR 110 Intro to Refrigeration	2	6	5
Prerequisites: None			
Corequisites: None			

This course introduces the basic refrigeration process used in mechanical refrigeration and air conditioning systems. Topics include terminology, safety, and identification and function of components; refrigeration cycle; and tools and instrumentation used in mechanical refrigeration systems. Upon completion, students should be able to identify refrigeration systems and components, explain the refrigeration process, and use the tools and instrumentation of the trade.

AHR 120 HVACR Maintenance	1	3	2
Prerequisites: None			
Corequisites: None			

This course introduces the basic principles of industrial air conditioning and heating systems. Emphasis is placed on preventive maintenance procedures for heating and cooling equipment and related components. Upon completion, students should be able to perform routine preventive maintenance tasks, maintain records, and assist in routine equipment repairs.

ANIMAL SCIENCE

ANS 110 Animal Science	3	0	3
Prerequisites: None			
Corequisites: None			

This course introduces the livestock industry. Topics include nutrition, re-production, production practices, diseases, meat processing, and marketing. Upon completion, students should be able to demonstrate a basic understanding of livestock production practices and the economic impact of livestock in North Carolina.

		Class	Lab	Credit
ANS 115	Animal Feeds & Nutrition	2	2	3
Prerequisites: None				
Corequisites: None				

This course covers the fundamentals of animal feeding and nutrition. Topics include nutrient requirements, digestion, feed formulation, and classification. Upon completion, students should be able to demonstrate a knowledge of nutritional requirements and feeding practices of farm animals.

ANS 116	Intro to Equine Ind	3	0	3
Prerequisites: None				
Corequisites: None				

This course provides an introduction to the equine industry. Topics include history, breeds, discipline, economic impact, and career opportunities within the industry. Upon completion, students should be able to demonstrate a basic understanding of the equine industry and as it relates to animal science, production, and management.

ANS 120	Beef Production	2	2	3
Prerequisites: None				
Corequisites: None				

This course provides an introduction to the beef cattle industry. Topics include reproduction, cattle management, marketing, anatomy and physiology, and pasture management. Upon completion, students should be able to demonstrate a basic understanding of beef cattle production practices and the economic impact of the beef cattle industry in North Carolina.

ANS 130	Poultry Production	2	2	3
Prerequisites: None				
Corequisites: None				

This course provides an introduction to the poultry industry. Topics include anatomy and physiology, reproduction, incubation, and husbandry. Upon completion, students should be able to demonstrate a basic understanding of poultry production and the economic impact of the poultry industry in North Carolina.

		Class	Lab	Credit
ANS 140	Swine Production	2	2	3
Prerequisites: None				
Corequisites: None				

This course provides an introduction to the swine industry. Topics include basic skills for breeding, farrowing, nursery, and grower/finisher. Upon completion, students should be able to demonstrate a basic understanding of swine production practices and the economic impact of the swine industry in North Carolina.

ANS 141	Swine Herd Management	2	0	2
Prerequisites: ANS 140				
Corequisites: None				

This course is designed to expand topics covered in ANS 140. Emphasis is placed on management techniques as they relate to breeding, farrowing, nursery, and grower/finisher. Upon completion, students should be able to analyze and respond to management and production problems as they occur on the farm.

ANS 150	Animal Health Management	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces animal diseases and health management. Topics include identification, prevention, control, and treatment of diseases. Upon completion, students should be able to recognize disease symptoms, recommend treatments, identify preventive steps, and develop biosecurity procedures.

ANS 160	Animal Waste Management	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces proper animal waste management. Emphasis is placed on waste management practices, environmental laws and issues relating to animal waste, soil and water conservation, and dead animal disposal. Upon completion, students should be able to calculate proper application rates, apply best management practices, and identify methods of animal waste collection, storage, and utilization.

		Class	Lab	Credit
ANS 170	Sheep & Goat Production	2	2	3
Prerequisites: None				
Corequisites: None				

This course provides an introduction to sheep and goat production. Topics include reproduction, marketing, and production practices specific to each species. Upon completion, students should be able to demonstrate a basic understanding of sheep and goat production practices and the economic impact of each.

ANS 193	Selected Topics in Animal Science	2	2	3
Prerequisites: Permission of department chair				
Corequisites: None				

This course provides an opportunity to explore areas of current interest in specific program or discipline areas. Emphasis is placed on subject matter appropriate to the program or discipline. Upon completion, students should be able to demonstrate an understanding of the specific area of study.

ANS 210	Livestock Production Issues	3	0	3
Prerequisites: None				
Corequisites: None				

This course explores areas associated with livestock production. Emphasis is placed on monthly work schedules; qualities of a successful manager; and recruiting, motivating, and retaining employees. Upon completion, students should be able to prepare a livestock management program, write a resume, complete an interview, and identify ways to improve community relations.

ANS 212	Livestock Records & Analy	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces records and record keeping systems utilized in the livestock industry. Topics include heritability, cattle performance data, swine performance data, and poultry production. Upon completion, students should be able to select animals based on performance records, evaluate performance of operations, and complete production records.

		Class	Lab	Credit
ANS 213	Animal Reproduction	2	2	3
Prerequisites:	None			
Corequisites:	None			

This course covers principles of reproductive physiology and their practical farm applications. Emphasis is placed on cattle and swine reproduction. Upon completion, students should be able to recognize reproductive anatomy, describe hormone function, and be able to breed animals naturally and artificially.

ART

ART 111	Art Appreciation	3	0	3
Prerequisites:	None			
Corequisites:	None			

This course introduces the origins and historical development of art. Emphasis is placed on the relationship of design principles to various art forms including but not limited to sculpture, painting, and architecture. Upon completion, students should be able to identify and analyze a variety of artistic styles, periods, and media. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

ART 114	Art History Survey I	3	0	3
Prerequisites:	None			
Corequisites:	None			

This course covers the development of art forms from ancient times to the Renaissance. Emphasis is placed on content, terminology, design, and style. Upon completion, students should be able to demonstrate an historical understanding of art as a product reflective of human social development. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

	Class	Lab	Credit
ART 115 Art History Survey II	3	0	3
Prerequisites: None			
Corequisites: None			

This course covers the development of art forms from the Renaissance to the present. Emphasis is placed on content, terminology, design, and style. Upon completion, students should be able to demonstrate a historical understanding of art as a product reflective of human social development. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

ART 116 Survey of American Art	3	0	3
Prerequisites: None			
Corequisites: None			

This course covers the development of American art forms from colonial times to the present. Emphasis is placed on architecture, painting, sculpture, graphics, and the decorative arts. Upon completion, students should be able to demonstrate understanding of the history of the American creative experience. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

ART 131 Drawing I	0	6	3
Prerequisites: None			
Corequisites: None			

This course introduces the language of drawing and the use of various drawing materials. Emphasis is placed on drawing techniques, media, and graphic principles. Upon completion, students should be able to demonstrate competence in the use of graphic form and various drawing processes. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

		Class	Lab	Credit
ART 240	Painting I	0	6	3
Prerequisites: None				
Corequisites: None				

This course introduces the language of painting and the use of various painting materials. Emphasis is placed on the understanding and use of various painting techniques, media, and color principles. Upon completion, students should be able to demonstrate competence in the use of creative processes directed toward the development of expressive form. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

BIOLOGY

BIO 090	Foundations of Biology	3	2	4
Prerequisites: None				
Corequisites: RED 090				

This course introduces basic biological concepts. Topics include basic biochemistry, cell structure and function, interrelationships among organ-isms, scientific methodology, and other related topics. Upon completion, students should be able to demonstrate preparedness for college-level biology courses.

BIO 110	Principles of Biology	3	3	4
Prerequisites: None				
Corequisites: None				

This course provides a survey of fundamental biological principles for non-science majors. Emphasis is placed on basic chemistry, cell biology, metabolism, genetics, taxonomy, evolution, ecology, diversity, and other related topics. Upon completion, students should be able to demonstrate increased knowledge and better understanding of biology as it applies to everyday life. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.*

		Class	Lab	Credit
BIO 111	General Biology I	3	3	4
Prerequisites: None				
Corequisites: None				

This course introduces the principles and concepts of biology. Emphasis is placed on basic biological chemistry, cell structure and function, metabolism and energy transformation, genetics, evolution, classification, and other related topics. Upon completion, students should be able to demonstrate understanding of life at the molecular and cellular levels. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.*

BIO 112	General Biology II	3	3	4
Prerequisites: BIO 111				
Corequisites: None				

This course is a continuation of BIO 111. Emphasis is placed on organisms, biodiversity, plant and animal systems, ecology, and other related topics. Upon completion, students should be able to demonstrate comprehension of life at the organism and ecological levels. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.*

BIO 120	Introductory Botany	3	3	4
Prerequisites: BIO 110 or BIO 111				
Corequisites: None				

This course provides an introduction to the classification, relationships, structure, and function of plants. Topics include reproduction and development of seed and non-seed plants, levels of organization, form and function of systems, and a survey of major taxa. Upon completion, students should be able to demonstrate comprehension of plant form and function, including selected taxa of both seed and nonseed plants. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.*

		Class	Lab	Credit
BIO 130	Introductory Zoology	3	3	4
Prerequisites: BIO 110 or BIO 111				
Corequisites: None				

This course provides an introduction to the classification, relationships, structure, and function of major animal phyla. Emphasis is placed on levels of organization, reproduction and development, comparative systems, and a survey of selected phyla. Upon completion, students should be able to demonstrate comprehension of animal form and function including comparative systems of selected groups. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.*

BIO 140	Environmental Biology	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces environmental processes and the influence of human activities upon them. Topics include ecological concepts, population growth, natural resources, and a focus on current environmental problems from scientific, social, political, and economic perspectives. Upon completion, students should be able to demonstrate an understanding of environmental interrelationships and of contemporary environmental issues. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/ mathematics.*

BIO 140A	Environmental Biol Lab	0	3	1
Prerequisites: None				
Corequisites: BIO 140				

This course provides a laboratory component to complement BIO 140. Emphasis is placed on laboratory and field experience. Upon completion, students should be able to demonstrate a practical understanding of environmental interrelationships and of contemporary environmental issues. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/ mathematics.*

		Class	Lab	Credit
BIO 168	Anatomy and Physiology I	3	3	4
Prerequisites:	High School Biology and Chemistry or BIO 110 and CHM 092			
Corequisites:	None			

***NOTE:** Pre-Nursing and Nursing students should refer to page 37 for Additional Admissions Requirements for Nursing Programs.

This course provides a comprehensive study of the anatomy and physiology of the human body. Topics include body organization, homeostasis, cytology, histology, and the integumentary, skeletal, muscular, and nervous systems and special senses. Upon completion, students should be able to demonstrate an in-depth understanding of principles of anatomy and physiology and their interrelationship. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

BIO 169	Anatomy and Physiology II	3	3	4
Prerequisites:	BIO 168			
Corequisites:	None			

This course provides a continuation of the comprehensive study of the anatomy and physiology of the human body. Topics include the cardiovascular, lymphatic, respiratory, digestive, urinary, and reproductive systems as well as metabolism, nutrition, acid-base balance, and fluid and electrolyte balance. Upon completion, students should be able to demonstrate an in-depth understanding of principles of anatomy and physiology and their interrelationships. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

		Class	Lab	Credit
BIO 173	Microbes in World Affairs	3	0	3
Prerequisites: BIO 110 or BIO 111				
Corequisites: None				

This course provides an integrated and comprehensive study of the microbial world and its influences on global events and human affairs. Topics include plants and animal diseases caused by viral, bacterial, and fungal pathogens and their impacts on history, industrial microbiology, biotechnology, and microbial ecology. Upon completion, students should be able to demonstrate an understanding of the importance of microbes in human and world affairs. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

BIO 180	Biological Chemistry	2	2	3
Prerequisites: None				
Corequisites: None				

This course provides an introduction to basic biochemical processes in living systems. Topics include properties of carbohydrates, lipids, proteins, nucleic acids, vitamins, and buffers, with emphasis on biosynthesis, degradation, function, and equilibrium. Upon completion, students should be able to demonstrate an understanding of fundamental biochemical concepts. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

BIO 250	Genetics	3	3	4
Prerequisites: BIO 112				
Corequisites: None				

This course covers principles of prokaryotic and eukaryotic cell genetics. Emphasis is placed on the molecular basis of heredity, chromosome structure, patterns of Mendelian and non-Mendelian inheritance, evolution, and biotechnological applications. Upon completion, students should be able to recognize and describe genetic phenomena and demonstrate knowledge of important genetic principles. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

		Class	Lab	Credit
BIO 271	Pathophysiology	3	0	3
Prerequisites: BIO 163 or BIO 166 or BIO 169				
Corequisites: None				

This course provides an in-depth study of human pathological processes and their effects on homeostasis. Emphasis is placed on interrelationships among organ systems in deviations from homeostasis. Upon completion, students should be able to demonstrate a detailed knowledge of pathophysiology. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

BIO 275	Microbiology	3	3	4
Prerequisites: BIO 110 or BIO 111 or BIO 168				
Corequisites: None				

This course covers principles of microbiology and the impact these organisms have on man and the environment. Topics include the various groups of microorganisms, their structure, physiology, genetics, microbial pathogenicity, infectious diseases, immunology, and selected practical applications. Upon completion, students should be able to demonstrate knowledge and skills including microscopy, aseptic technique, staining, culture methods, and identification of microorganisms. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

BIO 280	Biotechnology	2	3	3
Prerequisites: BIO 111 or CHM 131 or CHM 151				
Corequisites: None				

This course provides experience in selected laboratory procedures. Topics include proper laboratory techniques in biology and chemistry. Upon completion, students should be able to identify laboratory techniques and instrumentation in basic biotechnology. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

BLUEPRINT READING

		Class	Lab	Credit
BPR 111	Blueprint Reading	1	2	2
Prerequisites: None				
Corequisites: None				

This course introduces the basic principles of blueprint reading. Topics include line types, orthographic projections, dimensioning methods, and notes. Upon completion, students should be able to interpret basic blueprints and visualize the features of a part.

BPR 115	Elc/Fluid Power Design	1	2	2
Prerequisites: None				
Corequisites: None				

This course covers sketching of detail and assembly drawings and reading of hydraulic, pneumatic, electrical, mechanical, and piping schematics. Emphasis is placed on interpretation and communication skills utilizing sketches, symbols, diagrams, and other related topics. Upon completion, students should be able to read, demonstrate and understanding of, and draw sketches and schematics commonly used in industry.

BPR 130	Blueprint Reading/Const	1	2	2
Prerequisites: None				
Corequisites: None				

This course covers the interpretation of blueprints and specifications that are associated with the construction trades. Emphasis is placed on interpretation of details for foundations, floor plans, elevations, and schedules. Upon completion, students should be able to read and interpret a set of construction blueprints.

BUSINESS

		Class	Lab	Credit
BUS 110	Introduction to Business	3	0	3
Prerequisites: None				
Corequisites: None				

This course provides a survey of the business world. Topics include the basic principles and practices of contemporary business. Upon completion, students should be able to demonstrate an understanding of business concepts as a foundation for studying other business subjects. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

BUS 115	Business Law I	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces the ethics and legal framework of business. Emphasis is placed on contracts, negotiable instruments, Uniform Commercial Code, and the working of the court systems. Upon completion, students should be able to apply ethical issues and laws covered to selected business decision-making situations. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

BUS 116	Business Law II	3	0	3
Prerequisites: BUS 115				
Corequisites: None				

This course continues the study of ethics and business law. Emphasis is placed on bailments, sales, risk-bearing, forms of business ownership, and copyrights. Upon completion, students should be able to apply ethical issues and laws covered to selected business decision-making situations.

	Class	Lab	Credit
BUS 121 Business Math	2	2	3
Prerequisites: None			
Corequisites: None			

This course covers fundamental mathematical operations and their application to business problems. Topics include payroll, pricing, interest and discount, commission, taxes, and other pertinent uses of mathematics in the field of business. Upon completion, students should be able to apply mathematical concepts to business.

BUS 137 Principles of Management	3	0	3
Prerequisites: None			
Corequisites: None			

This course is designed to be an overview of the major functions of management. Emphasis is placed on planning, organizing, controlling, directing, and communicating. Upon completion, students should be able to work as contributing members of a team utilizing these functions of management. *This course is also available through the Virtual Learning Community (VLC). This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.*

BUS 152 Human Relations	3	0	3
Prerequisites: None			
Corequisites: None			

This course introduces the concepts of effective human interaction in the business work environment. Topics include effective communication techniques, motivation, ego states, stress, and conflict. Upon completion, students should be able to explain the importance of human relations, apply motivational techniques, and implement strategies for resolving work-related conflicts.

		Class	Lab	Credit
BUS 153	Human Resource Mgt	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces the functions of personnel/human resource management within an organization. Topics include equal opportunity and the legal environment, recruitment and selection, performance appraisal, employee development, compensation planning, and employee relations. Upon completion, students should be able to anticipate and resolve human resource concerns.

BUS 193	Selected Topics in Business Administration	3	0	3
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Prerequisites: None
Corequisites: None

This course provides an opportunity to explore areas of current interest in specific program or discipline areas. Emphasis is placed on subject matter appropriate to the program or discipline. Upon completion, students should be able to demonstrate an understanding of the specific area of study.

BUS 240	Business Ethics	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces contemporary and controversial ethical issues that face the business community. Topics include moral reasoning, moral dilemmas, law and morality, equity, justice and fairness, ethical standards, and moral development. Upon completion, students should be able to demonstrate an understanding of their moral responsibilities and obligations as members of the workforce and society.

		Class	Lab	Credit
BUS 260	Business Communication	3	0	3
Prerequisites:	ENG 111 and one of the following: OST 080, OST 132, CIS 110, or CIS 111			
Corequisites:	None			

This course is designed to develop skills in writing business communications. Emphasis is placed on business reports, correspondence, and professional presentations. Upon completion, students should be able to communicate effectively in the workplace.

CARPENTRY

CAR 110	Introduction to Carpentry	2	0	2
Prerequisites:	None			
Corequisites:	None			

This course introduces the student to the carpentry trade. Topics include duties of a carpenter, hand and power tools, building materials, construction methods, and safety. Upon completion, students should be able to identify hand and power tools, common building materials, and basic construction methods.

CAR 111	Carpentry I	3	15	8
Prerequisites:	None			
Corequisites:	None			

This course introduces the theory and construction methods associated with the building industry, including framing, materials, tools, and equipment. Topics include safety, hand/power tool use, site preparation, measurement and layout, footings and foundations, construction framing, and other related topics. Upon completion, students should be able to safely lay out and perform basic framing skills with supervision. This is a diploma-level course.

		Class	Lab	Credit
CAR 112	Carpentry II	3	15	8
Prerequisites: CAR 111				
Corequisites: None				

This course covers the advanced theory and construction methods associated with the building industry including framing and exterior finishes. Topics include safety, hand/power tool use, measurement and layout, construction framing, exterior trim and finish, and other related topics. Upon completion, students should be able to safely frame and apply exterior finishes to a residential building with supervision.

CAR 113	Carpentry III	3	9	6
Prerequisites: CAR 111				
Corequisites: None				

This course covers interior trim and finishes. Topics include safety, hand/power tool use, measurement and layout, specialty framing, interior trim and finishes, cabinetry, and other related topics. Upon completion, students should be able to safely install various interior trim and finishes in a residential building with supervision.

CAR 114	Residential Bldg Codes	3	0	3
Prerequisites: None				
Corequisites: None				

This course covers building codes and the requirements of state and local construction regulations. Emphasis is placed on the minimum requirements of the North Carolina building codes related to residential structures. Upon completion, students should be able to determine if a structure is in compliance with North Carolina building codes.

CHEMISTRY

CHM 092	Fundamentals of Chemistry	3	2	4
Prerequisites: MAT 070				
Corequisites: None				

This course covers fundamentals of chemistry with laboratory applications. Topics include measurements, matter, energy, atomic theory, bonding, molecular structure, nomenclature, balancing equations, stoichiometry, solutions, acids and bases, gases, and basic organic chemistry. Upon completion, students should be able to understand and apply basic chemical concepts and demonstrate basic laboratory skills necessary for success in college level science courses.

		Class	Lab	Credit
CHM 131	Introduction to Chemistry	3	0	3
Prerequisites:	None			
Corequisites:	None			

This course introduces the fundamental concepts of inorganic chemistry. Topics include measurement, matter and energy, atomic and molecular structure, nuclear chemistry, stoichiometry, chemical formulas and reactions, chemical bonding, gas laws, solutions, and acids and bases. Upon completion, students should be able to demonstrate a basic understanding of chemistry as it applies to other fields. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.*

CHM 131A	Intro to Chemistry Lab	0	3	1
Prerequisites:	None			
Corequisites:	CHM 131			

This course is a laboratory to accompany CHM 131. Emphasis is placed on laboratory experiences that enhance materials presented in CHM 131. Upon completion, students should be able to utilize basic laboratory procedures and apply them to chemical principles presented in CHM 131. *This course has been approved to satisfy the Comprehensive Agreement general education core requirement in natural sciences/mathematics.*

CHM 151	General Chemistry	3	3	4
Prerequisite:	None			
Corequisite:	None			

This course covers fundamental principles and laws of chemistry. Topics include measurement, atomic and molecular structure, periodicity, chemical reactions, chemical bonding, stoichiometry, thermo chemistry, gas laws, and solutions. Upon completion, students should be able to demonstrate an understanding of fundamental chemical laws and concepts as needed in CHM 152. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.*

	Class	Lab	Credit
CHM 152 General Chemistry II	3	3	4
Prerequisites: CHM 151			
Corequisites: None			

This course provides a continuation of the study of the fundamental principles and laws of chemistry. Topics include kinetics, equilibrium, ionic and redox equations, acid-base theory, electrochemistry, thermodynamics, introduction to nuclear and organic chemistry, and complex ions. Upon completion, students should be able to demonstrate an understanding of chemical concepts as needed to pursue further study in chemistry and related professional fields. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.*

COMPUTER INFORMATION TECHNOLOGY

CIS 110 Introduction to Computers	2	2	3
Prerequisites: None			
Corequisites: None			

This course introduces computer concepts, including fundamental functions and operations of the computer. Topics include identification of hardware components, basic computer operations, security issues, and use of software applications. Upon completions, students should be able to demonstrate an understanding of the role and function of computers and use the computer to solve problems. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural science/mathematics (quantitative options).*

CIS 111 Basic PC Literacy	1	2	2
Prerequisites: Keyboarding competency level establish by department			
Corequisites: None			

This course provides a brief overview of computer concepts. Emphasis is placed on the use of personal computers and software applications for personal and workplace use. Upon completion, students should be able to demonstrate basic personal computer skills.

		Class	Lab	Credit
CIS 115	Intro to Prog & Logic	2	3	3
Prerequisites: MAT 070				
Corequisites: None				

This course introduces computer programming and problem solving in a programming environment, including an introduction to operating systems, text editor, and a language translator. Topics include language syntax, data types, program organization, problem-solving methods, algorithm design, and logic control structures. Upon completion, students should be able to manage files with operating system commands, use top-down algorithm design, and implement algorithmic solutions in a programming language, Visual BASIC. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics (quantitative option).*

CTS 120	Hardware/Software Support	2	3	3
Prerequisites: CIS 110 or CIS 111				
Corequisites: None				

This course covers the basic hardware of a personal computer, including installation, operations and interactions with software. Topics include component identification, memory-system, peripheral installation and configuration, preventive maintenance, hardware diagnostics/repair, installation and optimization of system software, commercial programs, system configuration, and device-drivers. Upon completion, students should be able to select appropriate computer equipment and software, upgrade/maintain existing equipment and software, and troubleshoot/repair non-functioning personal computers.

CTS 130	Spreadsheet	2	2	3
Prerequisites: CIS 110 or CIS 111 or OST 137				
Corequisites: None				

This course introduces basic spreadsheet design and development. Topics include writing formulas, using function, enhancing spreadsheets, creating charts, and printing. Upon completion, students should be able to design and print basic spreadsheets and charts.

		Class	Lab	Credit
CTS 285	Systems Analysis & Design	3	0	3
Prerequisites: CIS 115				
Corequisites: None				

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

CTS 289	System Support Project	1	4	3
Prerequisites: CTS 285				
Corequisites: None				

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

CRIMINAL JUSTICE

CJC 100	Basic Law Enforcement	9	30	19
Prerequisites: None				
Corequisites: None				

This course covers the skills and knowledge needed for entry-level employment as a law enforcement officer in North Carolina. Emphasis is placed on topics and areas as defined by the North Carolina Administrative Code. Upon completion, students should be able to demonstrate competence in the topics and areas required for the state comprehensive examination. *This is a certificate-level course.*

		Class	Lab	Credit
CJC 111	Intro to Criminal Justice	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces the components and processes of the criminal justice system. Topics include history, structure, functions, and philosophy of the criminal justice system and their relationship to life in our society. Upon completion, students should be able to define and describe the major system components and their interrelationships and evaluate career options. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

CJC 112	Criminology	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces deviant behavior as it relates to criminal activity. Topics include theories of crime causation; statistical analysis of criminal behavior; past, present, and future social control initiatives; and other related topics. Upon completion, students should be able to explain and discuss various theories of crime causation and societal response.

CJC 113	Juvenile Justice	3	0	3
Prerequisites: None				
Corequisites: None				

This course covers the juvenile justice system and related juvenile issues. Topics include an overview of the juvenile justice system, treatment and prevention programs, special areas and laws unique to juveniles, and other related topics. Upon completion, students should be able to identify/discuss juvenile court structure/procedures, function and jurisdiction of juvenile agencies, processing/detention of juveniles, and case disposition.

		Class	Lab	Credit
CJC 121	Law Enforcement Oper	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces fundamental law enforcement operations. Topics include the contemporary evaluation of law enforcement operations and related issues. Upon completion, students should be able to explain theories, practices, and issues related to law enforcement operations. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

CJC 131	Criminal Law	3	0	3
Prerequisites: None				
Corequisites: None				

This course covers the history/evolution/principles and contemporary applications of criminal law. Topics include sources of substantive law, classification of crimes, parties to crime, elements of crimes, matters of criminal responsibility, and other related topics. Upon completion, students should be able to discuss the sources of law and identify, interpret, and apply the appropriate statutes/elements.

CJC 132	Court Procedure & Evid	3	0	3
Prerequisites: None				
Corequisites: None				

This course covers judicial structure/process/procedure from incident to disposition, kinds and degrees of evidence, and the rules governing admissibility of evidence in court. Topics include consideration of state and federal courts, arrest, search and seizure laws, exclusionary and statutory rules of evidence, and other related issues. Upon completion, students should be able to identify and discuss procedures necessary to establish a lawful arrest/search, proper judicial procedures, and the admissibility of evidence.

		Class	Lab	Credit
CJC 141	Corrections	3	0	3
Prerequisites: None				
Corequisites: None				

This course covers the history, major philosophies, components, and current practices and problems of the field of corrections. Topics include historical evolution, functions of the various components, alternatives to incarceration, treatment programs, inmate control, and other related topics. Upon completion, students should be able to explain the various components, processes, and functions of the correctional system. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

CJC 212	Ethics & Comm Relations	3	0	3
Prerequisites: None				
Corequisites: None				

This course covers ethical considerations and accepted standards applicable to criminal justice organizations and professionals. Topics include ethical systems; social change, values, and norms; cultural diversity; citizen involvement in criminal justice issues; and other related topics. Upon completion, students should be able to apply ethical considerations to the decision-making process in identifiable criminal justice situations.

CJC 215	Organizational & Admin	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces the components and functions of organization and administration as it applies to the agencies of the criminal justice system. Topics include operations/functions of organizations; recruiting, training, and retention of personnel; funding and budgeting; communications; span of control and discretion; and other related topics. Upon completion, students should be able to identify and discuss the basic components and functions of a criminal justice organization and its administrative operations.

		Class	Lab	Credit
CJC 221	Investigative Principles	3	2	4
Prerequisites: None				
Corequisites: None				

This course introduces the theories and fundamentals of the investigative process. Topics include crime scene/incident processing, information gathering techniques, collection/preservation of evidence, preparation of appropriate reports, court presentations, and other related topics. Upon completion, students should be able to identify, explain, and demonstrate the techniques of the investigative process, report preparation, and courtroom presentation.

CJC 222	Criminalistics	3	0	3
Prerequisites: None				
Corequisites: None				

This course covers the functions of the forensic laboratory and its relationship to successful criminal investigations and prosecutions. Topics include advanced crime scene processing, investigative techniques, current forensic technologies, and other related topics. Upon completion, students should be able to identify and collect relevant evidence at simulated crime scenes and request appropriate laboratory analysis of submitted evidence.

CJC 225	Crisis Intervention	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces critical incident intervention and management techniques as they apply to operational criminal justice practitioners. Emphasis is placed on the victim/offender situation as well as job-related high stress, dangerous or problem-solving citizens contacts. Upon completion, students should be able to provide insightful analysis of emotional, violent, drug-induced, and other critical and/or stressful incident that require field analysis and/or resolution.

		Class	Lab	Credit
CJC 231	Constitutional Law	3	0	3
Prerequisites: None				
Corequisites: None				

This course covers the impact of the Constitution of the United States and its amendments on the criminal justice system. Topics include the structure of the Constitution and its amendments, court decisions pertinent to con-temporary criminal justice issues, and other related topics. Upon completion, students should be able to identify/discuss the basic structure of the United States Constitution and the rights/procedures as interpreted by the courts.

COOPERATIVE EDUCATION

		Class	Lab	Work	Credit
COE 110	World of Work	1	0	0	1
Prerequisites: None					
Corequisites: None					

This course covers basic knowledge necessary for gaining and maintaining employment. Topics include job search skills, work ethics, meeting employer expectations, workplace safety, and human relations. Upon completion, students should be able to successfully make the transition from school to work.

COE 111	Co-op Work Exp I	0	0	10	1
Prerequisites: None					
Corequisites: None					

This course provides work experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

		Class	Lab	Work	Credit
COE 112	Co-op Work Exp I	0	0	20	2
Prerequisites: None					
Corequisites: None					

This course provides work experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

COE 115	Work Exp Seminar I	1	0	0	1
Prerequisites: None					
Corequisites: COE 111, COE 112					

This course covers basic knowledge necessary for gaining and maintaining employment in the Community Spanish Interpreter Program. Topics include job search and interviewing skills, work ethic, employer expectations, workplace safety, human relations, and interpreting skills. Upon completion, students should be able to successfully complete the cooperative work assignments involved in the Community Spanish Interpreter Program utilizing both Spanish and English speaking skills.

COE 121	Co-op Work Exp II	0	0	10	1
Prerequisites: None					
Corequisites: None					

This course provides work experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

		Class	Lab	Work	Credit
COE 122	Co-op Work Exp II	0	0	20	2
Prerequisites: None					
Corequisites: None					

This course provides work experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

COE 131	Co-op Work Exp III	0	0	10	1
Prerequisites: None					
Corequisites: None					

This course provides work experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

COE 132	Co-op Work Exp III	0	0	20	2
Prerequisites: None					
Corequisites: None					

This course provides work experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

COMMUNICATION

		Class	Lab	Credit
COM 110	Introduction to Communication	3	0	3

Prerequisites: None

Corequisites: None

This course provides an overview of the basic concepts of communication and the skills necessary to communicate in various contexts. Emphasis is placed on communication theories and techniques used in interpersonal group, public, intercultural, and mass communication situations. Upon completion, students should be able to explain and illustrate the forms and purposes of human communication in a variety of contexts. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in speech/communication.*

COM 231	Public Speaking	3	0	3
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Prerequisites: None

Corequisites: None

This course provides instruction and experience in preparation and delivery of speeches within a public setting and group discussion. Emphasis is placed on research, preparation, delivery, and evaluation of informative, persuasive, and special occasion public speaking. Upon completion, students should be able to prepare and deliver well-organized speeches and participate in group discussion with appropriate audio-visual support. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in speech/communication.*

COSMETOLOGY

		Class	Lab	Credit
COS 111	Cosmetology Concepts I	4	0	4
Prerequisites: None				
Corequisites: COS 112				

This course introduces basic cosmetology concepts. Topics include safety, first aid, sanitation, bacteriology, anatomy, diseases and disorders, hygiene, product knowledge, chemistry, ethics, manicures, and other related topics. Upon completion, students should be able to safely and competently apply cosmetology concepts in the salon setting.

COS 112	Salon I	0	24	8
Prerequisites: None				
Corequisites: COS 111				

This course introduces basic salon services. Topics include scalp treatments, shampooing, rinsing, hair color, design, haircutting, permanent waving, pressing, relaxing, wigs, and other related topics. Upon completion, students should be able to safely and competently demonstrate salon services.

COS 113	Cosmetology Concepts II	4	0	4
Prerequisites: COS 111 and COS 112				
Corequisites: COS 114				

This course covers more comprehensive cosmetology concepts. Topics include safety, product knowledge, chemistry, manicuring, chemical restructuring, and hair coloring. Upon completion, students should be able to safely and competently apply these cosmetology concepts in the salon setting.

COS 114	Salon II	0	24	8
Prerequisites: COS 112				
Corequisites: COS 113				

This course provides experience in simulated salon setting. Topics include basic skin care, manicuring, nail application, scalp treatments, shampooing, rinsing, hair color, design, haircutting, chemical restructuring, pressing, wigs, and other related topics. Upon completion, students should be able to safely and competently demonstrate these salon services.

		Class	Lab	Credit
COS 115	Cosmetology Concepts III	4	0	4
Prerequisites:	COS 111 and COS 112			
Corequisites:	COS 116			

This course covers more comprehensive cosmetology concepts. Topics include safety, product knowledge, salon management, salesmanship, skin care, electricity/light therapy, wigs, thermal hair styling, lash and brow tinting, superfluous hair removal, and other related topics. Upon completion, students should be able to safely and competently apply these cosmetology concepts in the salon setting.

COS 116	Salon III	0	12	4
Prerequisites:	COS 112			
Corequisites:	COS 115			

This course provides comprehensive experience in a simulated salon setting. Emphasis is placed on intermediate-level of skin care, manicuring, scalp treatments, shampooing, hair color, design, haircutting, chemical restructuring, pressing, and other related topics. Upon completion, students should be able to safely and competently demonstrate these salon services.

COS 117	Cosmetology Concepts IV	2	0	2
Prerequisites:	COS 113 and COS 115			
Corequisites:	COS 118			

This course covers advanced cosmetology concepts. Topics include chemistry and hair structure, advanced cutting and design, and an overview of all cosmetology concepts in preparation for the licensing examination. Upon completion, students should be able to demonstrate an understanding of these cosmetology concepts and meet program completion requirements.

COS 118	Salon IV	0	21	7
Prerequisites:	COS 114 and COS 116			
Corequisites:	COS 117			

This course provides advanced experience in a simulated salon setting. Emphasis is placed on efficient and competent delivery of all salon services in preparation for the licensing examination and employment. Upon completion, students should be able to demonstrate competence in program requirements and the areas covered on the Cosmetology Licensing Examination and meet entry-level employment requirements.

		Class	Lab	Credit
COS 121	Manicure/Nail Tech I	4	6	6
Prerequisites: None				
Corequisites: None				

This course covers techniques of nail technology, hand and arm massage, and recognition of nail diseases and disorders. Topics include OSHA/safety, sanitation, bacteriology, product knowledge, salesmanship, manicures, artificial applications, pedicures, massage, and other related topics. Upon completion, students should be able to safely and competently perform nail care, including manicures, pedicures, massage, decorating, and artificial applications in a salon setting.

COS 222	Manicure/Nail Tech II	4	6	6
Prerequisites: COS 121				
Corequisites: None				

This course covers advanced techniques of nail technology and hand and arm massage. Topics include OSHA/safety, product knowledge, customer service, salesmanship, artificial applications, nail art, and other related topics. Upon completion, students should be able to demonstrate competence necessary for the licensing examination, including advanced nail care, artificial enhancements, and decorations.

COS 223	Contemporary Hair Coloring	1	3	2
Prerequisites: COS 111 and COS 112				
Corequisites: None				

This course covers basic color concepts, hair coloring problems, and application techniques. Topics include color theory, terminology, contemporary techniques, product knowledge, and other related topics. Upon completion, students should be able to identify a client's color needs and safely and competently perform color applications and correct problems.

COS 240	Contemporary Design	1	3	2
Prerequisites: COS 111 & COS 112				
Corequisites: None				

This course covers methods and techniques for contemporary designs. Emphasis is placed on contemporary designs and other related topics. Upon completion, students should be able to demonstrate and apply techniques associated with contemporary design concepts.

		Class	Lab	Credit
COS 251	Manicure Instr Concepts	8	0	8
Prerequisites:	NC Cosmetology or Manicurist License and six months work experience in a cosmetic arts salon			
Corequisites:	COS 252			

This course introduces manicuring instructional concepts. Topics include orientation, theories of education, unit planning, daily lesson planning, laboratory management, student assessment, record keeping, and other related topics. Upon completion, students should be able to identify theories of education, develop lesson plans, demonstrate supervision techniques, and assess student classroom performance.

COS 252	Manicure Instr Practicum	0	15	5
Prerequisites:	NC Cosmetology or Manicurist License and six months work experience in a cosmetic arts salon			
Corequisites:	COS 251			

This course covers supervisory and instructional skills for teaching manicuring students in a laboratory setting. Topics include demonstrations of services, supervision, student assessment, and other related topics. Upon completion, students should be able to demonstrate competence in the areas covered by the Manicuring Instructor Licensing Examination and meet program completion requirements.

COS 271	Instructor Concepts I	5	0	5
Prerequisites:	Cosmetology License and six months experience as a licensed cosmetologist			
Corequisites:	COS 272			

This course introduces the basic cosmetology instructional concepts. Topics include orientation, theories of education, unit planning, daily lesson planning, laboratory management, student assessment, record keeping, and other related topics. Upon completion, students should be able to identify theories of education, develop lesson plans, demonstrate supervisory techniques, and assess student performance in a classroom setting.

		Class	Lab	Credit
COS 272	Instructor Practicum I	0	21	7
Prerequisites:	Cosmetology License and six months experience as a licensed cosmetologist			
Corequisites:	COS 271			

This course covers supervisory and instructional skills for teaching entry-level cosmetology students in a laboratory setting. Topics include demonstrations of services, supervision, and entry-level student assessment. Upon completion, students should be able to demonstrate salon services and instruct and objectively assess the entry-level student.

COS 273	Instructor Concepts II	5	0	5
Prerequisites:	COS 271 and COS 272			
Corequisites:	COS 274			

This course covers advanced cosmetology instructional concepts. Topics include practical demonstrations, lesson planning, lecture techniques, development and administration of assessment tools, record keeping, and other related topics. Upon completion, students should be able to develop lesson plans, demonstrate supervision techniques, assess student performance in a classroom setting, and keep accurate records.

COS 274	Instructor Practicum II	0	21	7
Prerequisites:	COS 271 and COS 272			
Corequisites:	COS 273			

This course is designed to develop supervisory and instructional skills for teaching advanced cosmetology students in a laboratory setting. Topics include practical demonstrations, supervision, and advanced student assessment. Upon completion, students should be able to demonstrate competence in the areas covered by the Instructor Licensing Examination and meet program completion requirements. *This is a certificate-level course.*

CONSTRUCTION

		Class	Lab	Credit
CST 131	OSHA/Safety/Certification	2	2	3
Prerequisites: None				
Corequisites: None				

This course covers the concepts of work site safety. Topics include OSHA regulations, tool safety, and certifications which relate to the construction industry. Upon completion, students should be able to identify and maintain a safe working environment based on OSHA regulations and maintain proper records and certifications.

CST 221	Statics/Structures	3	3	4
Prerequisites: MAT 115 or MAT 120 or MAT 161 or MAT 171 or CAR 112				
Corequisites: None				

This course covers the principles of statics and strength of materials as applied to structural building components. Topics include forces on columns, beams, girders, and footings and connection points when timber, steel, and concrete members are used. Upon completion, students should be able to accurately analyze load conditions present in structural members.

CST 241	Planning/Estimating I	2	2	3
Prerequisites: BPR 130 or MAT 120 or MAT 121				
Corequisites: None				

This course covers the procedures involved in planning and estimating a residential structure. Topics include labor and equipment with emphasis placed on quantity take-off of materials necessary to construct a residential structure. Upon completion, students should be able to accurately complete a take-off of materials and equipment needs and plan the labor to construct a residential structure.

DATABASE MANAGEMENT

		Class	Lab	Credit
DBA 110	Database Concepts	2	3	3
Prerequisites: None				
Corequisites: None				

This course introduces database design and creation using a DBMS product. Emphasis is placed on data dictionaries, normalization, data integrity, data modeling, and creation of simple tables, queries, reports, and forms. Upon completion, students should be able to design and implement normalized database structures by creating simple database tables, queries, reports, and forms.

DRAFTING

DFT 117	Technical Drafting	1	2	2
Prerequisites: None				
Corequisites: None				

This course introduces basic drafting practices for non-drafting majors. Emphasis is placed on instrument use and care, shape, and size description, sketching, and pictorials. Upon completion, students should be able to produce drawings of assigned parts.

DFT 119	Basic CAD	1	2	2
Prerequisites: None				
Corequisites: None				

This course introduces computer-aided drafting software for specific technologies to non-drafting majors. Emphasis is placed on understanding the software command structure and drafting standards for specific technical fields. Upon completion, students should be able to create and plot basic drawings.

ECONOMICS

		Class	Lab	Credit
ECO 151	Survey of Economics	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces basic concepts of micro- and macroeconomics. Topics include supply and demand, optimizing economic behavior, prices and wages, money, interest rates, banking system, unemployment, inflation, taxes, government spending, and international trade. Upon completion, students should be able to explain alternative solutions for economic problems faced by private and government sectors. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.*

ECO 251	Prin of Microeconomics	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces economic analysis of individuals, businesses, and industry choices in the market economy. Topics include the price mechanism, supply and demand, optimizing economic behavior, costs and revenue, market structures, factor markets, income distribution, market failure, and government intervention. Upon completion, students should be able to identify and evaluate consumer and business alternatives in order to effectively achieve economic objectives. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.*

ECO 252	Prin of Macroeconomics	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces economic analysis of aggregate employment, income, and prices. Topics include major schools of economic thought, aggregate supply and demand, economic measures, fluctuations, and growth, money and banking, stabilization techniques, and international trade. Upon completion, students should be able to evaluate national economic components, conditions, and alternatives for achieving socioeconomic goals. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.*

EDUCATION

		Class	Lab	Credit
EDU 119	Intro to Early Childhood Ed	4	0	4
Prerequisites: None				
Corequisites: None				

This course covers the foundations of the education profession, the diverse educational settings for young children, professionalism and planning developmentally appropriate programs for all children. Topics include historical foundations, program types, career options, professionalism, and creating inclusive environments and curriculum responsive to the needs of all children and families. Upon completion, students should be able to design career plans and develop schedules, environments and activity plans appropriate for all children. *This course is also available through the Virtual Learning Community (VLC).*

EDU 131	Child, Family, & Comm	3	0	3
Prerequisites: ENG 080, RED 080				
Corequisites: None				

This course covers the development of partnerships between culturally and linguistically diverse families, children, schools and communities. Emphasis is placed on developing skills and identifying benefits for establishing, and maintaining respectful, collaborative relationships, between diverse families, programs/schools, and community agencies/resources. Upon completion, students should be able to explain appropriate relationships between families, educators, and professionals that enhance development and educational experiences of all children. *This course is also available through the Virtual Learning Community (VLC).*

	Class	Lab	Credit
EDU 144 Child Development I	3	0	3
Prerequisites: ENG 080, RED 080			
Corequisites: None			

This course includes the theories of child development, needs, milestones, and factors that influence development, from conception through approximately 36 months. Emphasis is placed on development sequences in physical/motor, social, emotional, cognitive, and language domains and the impact of multiple influences on development and learning of the whole child. Upon completion, students should be able to compare/contrast typical/atypical characteristics, explain environmental factors that impact development, and identify strategies for enhancing development. *This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.*

EDU 145 Child Development II	3	0	3
Prerequisites: ENG 080, RED 080			
Corequisites: None			

This course includes the theories of child development, needs, milestones, and factors that influence development, from preschool through middle childhood. Emphasis is placed on developmental sequences in physical/motor, emotional/social, cognitive, and language domain and the impact of multiple influences on development and learning. Upon completion, students should be able compare/contrast typical/atypical developmental characteristics, explain environmental factors that impact development, and identify strategies for enhancing development. *This course is also available through the Virtual Learning Community (VLC). This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.*

	Class	Lab	Credit
EDU 146 Child Guidance	3	0	3
Prerequisites: ENG 080, RED 080			
Corequisites: None			

This course introduces principles and practical techniques including the design of learning environments for providing developmentally appropriate guidance for all children, including those at risk. Emphasis is placed on observation skills, cultural influences, underlying causes of behavior, appropriate expectations, development of self control and the role of communication and guidance. Upon completion, students should be able to demonstrate direct/indirect strategies for preventing problem behaviors, teaching appropriate/acceptable behaviors, negotiation, setting limits and recognizing at risk behaviors. *This course has been approved through the Virtual Learning Community (VLC). This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.*

EDU 151 Creative Activities	3	0	3
Prerequisites: ENG 080, RED 080			
Corequisites: None			

This course covers planning, creation and adaptation of developmentally supportive learning environments with attention to curriculum, interactions, teaching practices and learning materials. Emphasis is placed on creating and adapting integrated, meaningful, challenging and engaging developmentally supportive learning experiences in art, music, movement and dramatics for all children. Upon completion, students should be able to create, adapt, implement and evaluate developmentally supportive learning materials, experiences and environments. *This course is also available through the Virtual Learning Community (VLC).*

		Class	Lab	Credit
EDU 153	Health, Safety, & Nutrition	3	0	3
Prerequisites: ENG 080, RED 080				
Corequisites: None				

This course covers promoting and maintaining the health and well-being of all children. Topics include health and nutritional guidelines, common childhood illnesses, maintaining safe and healthy learning environments, recognition and reporting of abuse and neglect and state regulations. Upon completion, students should be able to demonstrate knowledge of health, safety, and nutritional needs, safe learning environments, and adhere to state regulations. *This course is also available through the Virtual Learning Community (VLC).*

EDU 157	Active Play	2	2	3
Prerequisites: ENG 080, RED 080				
Corequisites: None				

This course introduces the use of indoor and outdoor physical activities to promote the physical, cognitive, and social/emotional development of children. Topics include the role of active play, development of play skills, playground design, selection of safe equipment, and materials and surfacing for active play. Upon completion, students should be able to discuss the stages of play, the role of teachers in play, and the design of appropriate active play areas and activities.

EDU 163	Classroom Mgt & Instruct	3	0	3
Prerequisites: ENG 080, RED 080				
Corequisites: None				

This course covers management and instructional techniques with school-age population. Topics include classroom management and organization, teaching strategies, individual student differences and learning styles, and developmentally appropriate classroom guidance techniques. Upon completion, students should be able to utilize developmentally appropriate behavior management and instructional strategies that enhance the teaching/learning process and promote students' academic success

		Class	Lab	Credit
EDU 188	Issues in Early Child Ed	2	0	2
Prerequisites: ENG 080, RED 080				
Corequisites: None				

This course covers topics and issues in early childhood education. Emphasis is placed on current advocacy issues, emerging technology, professional growth experiences, and other related topics. Upon completion, students should be able to list, discuss, and explain current topics and issues in early childhood education.

		Class	Lab	Credit
EDU 216	Foundations of Education	4	0	4
Prerequisites: RED 090, ENG 090				
Corequisites: None				

This course introduces the American educational system and the teaching profession. Topics include historical and philosophical foundations of education, contemporary educational, structural, legal, and financial issues, and experiences in public school classrooms. Upon completion, students should be able to relate classroom observations to the roles of teachers and schools and the process of teacher education. *This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement. This course is also available through the Virtual Learning Community (VLC).*

EDU 221	Children with Exceptionalities	3	0	3
Prerequisites: ENG 090, RED 090, EDU 144, EDU 145				
Corequisites: None				

This course introduces children with exceptionalities, their families, support services, inclusive/diverse settings, and educational/family plans based on the foundations of child development. Emphasis is placed on the characteristics of exceptionalities, observation and assessment of children, strategies for adapting the learning environment, and identification of community resources. Upon completion, students should be able to recognize diverse abilities, describe the referral process, and depict collaboration with families/professional to plan/implement and promote best practices. *This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement at select institutions only. This course is also available through the Virtual Learning Community (VLC).*

		Class	Lab	Credit
EDU 234	Infants, Toddlers & Twos	3	0	3
Prerequisites: ENG 090, RED 090, EDU 119				
Corequisites: None				

This course covers the unique needs and rapid changes that occur in the first three years of life and the inter-related factors that influence development. Emphasis is placed on recognizing and supporting developmental milestones through purposeful strategies, responsive care routines and identifying elements of quality, inclusive early care and education. Upon completion, students should be able to demonstrate respectful relationships that provide a foundation for healthy infant/toddler/twos development, plan/select activities/materials, and partner with diverse families.

EDU 235	School-Age Dev & Program	3	0	3
Prerequisites: ENG 090, RED 090				
Corequisites: None				

This course includes developmentally appropriate practices in group settings for school-age children. Emphasis is placed on principle of development, environmental planning, and positive guidance techniques. Upon completion, students should be able to discuss developmental principles for all children ages five to twelve and plan and implement developmentally-appropriate activities.

EDU 250	Praxis I Preparation	1	0	1
Prerequisites: ENG 090, RED 090				
Corequisites: None				

This course is designed to prepare potential teachers for the Praxis I exam that is necessary to enter the field of education. Emphasis is placed on content specifications of the PRAXIS I exam, study skills and simulated examinations. Upon completion, students should be able to demonstrate an understanding of the content necessary for successful completion of the PRAXIS I exam.

	Class	Lab	Credit
EDU 251 Exploration Activities	3	0	3
Prerequisites: ENG 090, RED 090			
Corequisites: None			

This course covers discovery experiences in science, math, and social studies. Emphasis is placed on developing concepts for each area and encouraging young children to explore, discover, and construct concepts. Upon completion, students should be able to discuss the discovery approach to teaching, explain major concepts in each area, and plan appropriate experiences for children.

EDU 259 Curriculum Planning	3	0	3
Prerequisites: ENG 090, RED 090, EDU 119			
Corequisites: None			

This course is designed to focus on curriculum planning for three to five year olds. Topics include philosophy, curriculum models, indoor and outdoor environments, scheduling, authentic assessment, and planning developmentally appropriate experiences. Upon completion, students should be able evaluate children's development, critique curriculum, plan for individual and group needs, and assess and create quality environment.

EDU 261 Early Childhood Admin I	3	0	3
Prerequisites: ENG 090, RED 090			
Corequisites: EDU 119			

This course introduces principles of basic programming and staffing, budgeting/financial management and marketing, and rules and regulations of diverse early childhood programs. Topics include programs structure and philosophy, standards of NC child care programs, finance, funding resources, and staff and organizational management. Upon completion, students should be able to develop components of program/personnel handbooks, a program budget, and demonstrate knowledge of fundamental marketing strategies and NC standards. *This course is also available through the Virtual Learning Community (VLC).*

		Class	Lab	Credit
EDU 262	Early Childhood Admin II	3	0	3
Prerequisites: ENG 090, RED 090, EDU 261				
Corequisites: EDU 119				

This course focuses on advocacy/leadership, public relations/community outreach research and program quality/evaluation for diverse early childhood programs. Topics include program evaluations/accreditation, involvement in early childhood professional organizations, leadership/mentoring, family, volunteer and community involvement and early childhood advocacy. Upon completion, students should be able to define and evaluate all components of early childhood programs, develop strategies for advocacy and integrate community into programs. *This course is also available through the Virtual Learning Community (VLC).*

EDU 271	Educational Technology	2	2	3
Prerequisites: ENG 090, RED 090				
Corequisites: None				

This course introduces the use of technology to enhance teaching and learning in all educational settings. Topics include technology concepts, instructional strategies, materials and adaptive technology for children with exceptionalities, facilitation of assessment/evaluation, and ethical issues surrounding the use of technology. Upon completion, students should be able to apply technology enhanced instructional strategies, use a variety of technology resources and demonstrate appropriate technology skills in educational environments.

EDU 280	Language & Literacy Exp	3	0	3
Prerequisites: ENG 090, RED 090				
Corequisites: None				

This course is designed to expand students' understanding of children's language and literacy development and provides strategies for enhancing language/literacy experiences in an enriched environment. Topics include selection of diverse literature and interactive media, the integration of literacy concepts throughout the curriculum, appropriate observations/assessments and inclusive practices. Upon completion, students should be able to select, plan, implement and evaluate developmentally appropriate and diverse language/literacy experiences.

		Class	Lab	Credit
EDU 284	Early Child Capstone Prac	1	9	4
Prerequisites:	ENG 090, RED 090, EDU 119, EDU 144, EDU 145, EDU 146, EDU 151			
Corequisites:	None			

This course is designed to allow students to apply skills in a three star (minimum) or NAEYC accredited or equivalent, quality early childhood environment. Emphasis is placed on designing, implementing and evaluating developmentally appropriate activities and environments for all children; supporting/involving families; and modeling reflective and professional practices. Upon completion, students should be able to demonstrate developmentally appropriate plans/assessments, appropriate guidance techniques and ethical/professional behaviors as indicated by assignments and onsite faculty visits.

EDU 285	Internship Expo-School Age	1	9	4
Prerequisites:	ENG 090, RED 090, EDU 144, EDU 145 EDU 163, EDU 216			
Corequisites:	None			

This course is designed to allow students to apply skills in a quality public or private school environment. Emphasis is placed on designing, implementing, and evaluating developmentally appropriate activities and environment for all children; supporting/involving families; and modeling reflective and professional practices. Upon completion, students should be able to demonstrate developmentally appropriate lesson plans/assessments, appropriate guidance techniques, ethical/professional behaviors as indicted by assignments and onsite faculty visits.

EDU 289	Adv Issues/School Age	2	0	2
Prerequisites:	ENG 090, RED 090			
Corequisites:	None			

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

ELECTRICITY

		Class	Lab	Credit
ELC 111	Intro to Electricity	2	2	3
Prerequisites: None				
Corequisites: None				

This course introduces the fundamental concepts of electricity and test equipment to non-electrical/electronic majors. Topics include basic DC and AC principles (voltage, resistance, current, impedance); components (resistors, inductors, and capacitors); power; and operation of test equipment. Upon completion, students should be able to construct and analyze simple DC and AC circuits using electrical test equipment.

ELC 113	Basic Wiring I	2	6	4
Prerequisites: None				
Corequisites: None				

This course introduces the care/usage of tools and materials used in electrical installations and the requirements of the National Electrical Code. Topics include NEC, electrical safety, and electrical blueprint reading; planning, layout; and installation of electrical distribution equipment; lighting; overcurrent protection; conductors; branch circuits; and conduits. Upon completion, students should be able to properly install conduits, wiring and electrical distribution equipment associated with basic electrical installations.

ELC 128	Intro to PLC	2	3	3
Prerequisites: None				
Corequisites: None				

This course introduces the programmable logic controller (PLC) and its associated applications. Topics include ladder logic diagrams, input/output modules, power supplies, surge protection, selection/installation of controllers, and interfacing of controllers with equipment. Upon completion, students should be able to install PLCs and create simple programs.

ENGLISH

		Class	Lab	Credit
ENG 080	Writing Foundations	3	2	4
Prerequisites: None				
Corequisites: None				

This course introduces the writing process and stresses effective sentences. Emphasis is placed on applying the conventions of written English, reflecting standard usage and mechanics in structuring a variety of sentences. Upon completion, students should be able to write correct sentences and a unified coherent paragraph. *This course does not satisfy the developmental reading and writing prerequisite for ENG 111.*

ENG 090	Composition Strategies	3	0	3
Prerequisites: ENG 080				
Corequisites: ENG 090A				

This course provides practice in the writing process and stresses effective paragraphs. Emphasis is placed on learning and applying the conventions of standard written English in developing paragraphs within the essay. Upon completion, students should be able to compose a variety of paragraphs and a unified, coherent essay. *This course satisfies the developmental writing requirement for ENG 111.*

ENG 090A	Composition Strategies Lab	0	2	1
Prerequisites: ENG 080				
Corequisites: ENG 090				

This writing lab is designed to practice the skills introduced in ENG 090. Emphasis is placed on learning and applying the conventions of standard written English in developing paragraphs within the essay. Upon completions, students should be able to compose a variety of paragraphs and a unified, coherent essay.

		Class	Lab	Credit
ENG 111	Expository Writing	3	0	3
Prerequisites: ENG 090 and RED 090				
Corequisites: None				

This course is the required first course in a series of two designed to develop the ability to produce clear expository prose. Emphasis is placed on the writing process including audience analysis, topic selection, thesis support and development, editing, and revision. Upon completion, students should be able to produce unified, coherent, well-developed essays using standard written English. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in English composition.*

ENG 113	Literature-Based Research	3	0	3
Prerequisites: ENG 111				
Corequisites: None				

This course, the second in a series of two, expands the concepts developed in ENG 111 by focusing on writing that involves literature-based research and documentation. Emphasis is placed on critical reading, and thinking and the analysis and interpretation of prose, poetry, and drama; plot, characterization, theme, cultural, context, etc. Upon completion, students should be able to construct mechanically-sound, documented essays and research papers that analyze and respond to literary works. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in English composition.*

ENG 114	Prof Research & Reporting	3	0	3
Prerequisites: ENG 111				
Corequisites: None				

This course, the second in a series of two, is designed to teach professional communication skills. Emphasis is placed on research, listening, critical reading and thinking, analysis, interpretation, and design used in oral and written presentations. Upon completion, students should be able to work individually and collaboratively to produce well-designed business and professional written and oral presentations. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in English composition.*

		Class	Lab	Credit
ENG 231	American Literature I	3	0	3
Prerequisites:	ENG 113 or ENG 114			
Corequisites:	None			

This course covers selected works in American literature from its beginning to 1865. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to literary works in their historical and cultural contexts. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

ENG 232	American Literature II	3	0	3
Prerequisites:	ENG 113 or ENG 114			
Corequisites:	None			

This course covers selected works in American literature from 1865 to the present. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to literary works in their historical and cultural contexts. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

ENG 241	British Literature I	3	0	3
Prerequisites:	ENG 113 or ENG 114			
Corequisites:	None			

This course covers selected works in British literature from its beginnings to the Romantic Period. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to literary works in their historical and cultural contexts. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

	Class	Lab	Credit
ENG 242 British Literature II	3	0	3
Prerequisites: ENG 113 or ENG 114			
Corequisites: None			

This course covers selected works in British literature from the Romantic Period to the present. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to literary works in their historical and cultural contexts. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

ENG 261 World Literature I	3	0	3
Prerequisites: ENG 113 or ENG 114			
Corequisites: None			

This course introduces selected works from the Pacific, Asia, Africa, Europe, and the Americas from their literary beginning through the seventeenth century. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to selected works. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

ENG 262 World Literature II	3	0	3
Prerequisites: ENG 113 or ENG 114			
Corequisites: None			

This course introduces selected works from the Pacific, Asia, Africa, Europe, and the Americas from the eighteenth century to the present. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to selected works. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

		Class	Lab	Credit
ENG 274	Literature by Women	3	0	3
Prerequisites: ENG 113 or ENG 114				
Corequisites: None				

This course provides an analytical study of the works of several women authors. Emphasis is placed on historical and cultural context, themes and aesthetic features of individual works, and biographical backgrounds of the authors. Upon completion, students should be able to interpret, analyze, and discuss selected works. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

GEOGRAPHY

GEO 111	World Regional Geography	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces the regional concept which emphasizes the spatial association of people and their environment. Emphasis is placed on the physical, cultural, and economic systems that interact to produce the distinct regions of the earth. Upon completion, students should be able to describe variations in physical and cultural features of a region and demonstrate an understanding of their functional relationships. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences. This course is also available through the Virtual Learning Community (VLC).*

HEALTH

		Class	Lab	Clinic	Credit
HEA 110	Pers Health/Wellness	3	0	0	3
Prerequisites: None					
Corequisites: None					

This course provides an introduction to basic personal health and wellness. Emphasis is placed on current health issues such as nutrition, mental health, and fitness. Upon completion, students should be able to demonstrate an understanding of the factors necessary to the maintenance of health and wellness. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

		Class	Lab	Clinic	Credit
HEA112	First Aid & CPR	1	2	0	2
Prerequisites: None					
Corequisites: None					

This course introduces the basics of emergency first aid treatment. Topics include rescue breathing, CPR, first aid for choking and bleeding, and other first aid procedures. Upon completion, students should be able to demonstrate skills in providing emergency care for the sick and injured until medical help can be obtained. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

HISTORY

		Class	Lab	Credit
HIS 111	World Civilizations I	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces world history from the dawn of civilization to the early modern era. Topics include Eurasian, African, American, and Greco-Roman civilizations and Christian, Islamic and Byzantine cultures. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in pre-modern world civilizations. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/ behavioral sciences.*

HIS 112	World Civilizations II	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces world history from the early modern era to the present. Topics include the cultures of Africa, Europe, India, China, Japan, and the Americas. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in modern world civilizations. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/ behavioral sciences.*

		Class	Lab	Credit
HIS 121	Western Civilization I	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces western civilization from pre-history to the early modern era. Topics include ancient Greece, Rome, and Christian institutions of the Middle Ages and the emergence of national monarchies in Western Europe. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in early western civilization. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.*

HIS 122	Western Civilization II	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces western civilization from the early modern era to the present. Topics include the religious wars, the Industrial Revolution, World Wars I and II, and the Cold War. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in modern western civilization. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.*

HIS 131	American History I	3	0	3
Prerequisites: None				
Corequisites: None				

This course is a survey of American history from pre-history through the Civil War era. Topics include the migrations to the Americas, the colonial and revolutionary periods, the development of the Republic, and the Civil War. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in early American history. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.*

		Class	Lab	Credit
HIS 132	American History II	3	0	3
Prerequisites: None				
Corequisites: None				

This course is a survey of American history from the Civil War era to the present. Topics include industrialization, immigration, the Great Depression, the major American wars, the Cold War, and social conflict. Upon completion, students should be able to analyze significant political, socio-economic, and cultural developments in American history since the Civil War. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/ behavioral sciences.*

HIS 221	African-American History	3	0	3
Prerequisites: None				
Corequisites: None				

This course covers African-American history from the Colonial period to the present. Topics include African origins, the slave trade, the Civil War, Reconstruction, the Jim Crow era, the civil rights movement, and contributions of African Americans. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in the history of African Americans. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

HIS 226	The Civil War	3	0	3
Prerequisites: None				
Corequisites: None				

This course examines the social, political, economic, and ideological forces that led to the Civil War and the Reconstruction. Topics include regional conflicts and sectionalism, dissolution of the Union, military campaigns, and the war's socioeconomic impact, aftermath, and consequences. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in the United States during the era of the Civil War. *This course has been approved to satisfy the Comprehensive Articulation Agreement premajor and/or elective course requirement.*

		Class	Lab	Credit
HIS 228	History of the South	3	0	3
Prerequisites: None				
Corequisites: None				

This course covers the origin and development of the South as a distinct region of the United States. Emphasis is placed on Southern identity and its basis in cultural, social, economic, and political developments during the 19th and 20th centuries. Upon completion, students should be able to identify and analyze the major cultural, social, economic, and political developments in the South. *This course has been approved to satisfy the Comprehensive Articulation Agreement premajor and/or elective course requirement.*

HIS 229	History of the Old South	3	0	3
Prerequisites: None				
Corequisites: None				

This course is a study of the development of the South from European settlement through the Civil War. Topics include the multi-ethnic character of colonization, the plantation economy, relations between social classes, the nature of slavery, and issues leading to the Civil War. Upon completion students should be able to analyze significant political, socioeconomic, and cultural developments in the antebellum South. *This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.*

HIS 236	North Carolina History	3	0	3
Prerequisites: None				
Corequisites: None				

This course is a study of geographical, political, economic, and social conditions existing in North Carolina from America's discovery to the present. Topics include native and immigrant backgrounds, colonial, antebellum, and Reconstruction periods, party politics, race relations, and the transition from an agrarian to an industrial economy. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in North Carolina. *This course has been approved to satisfy the Comprehensive Articulation Agreement premajor and/or elective course requirement.*

HORTICULTURE

		Class	Lab	Credit
HOR 101	Pract Greenhouse Skills	1	9	4
Prerequisites: None				
Corequisites: None				

This course covers general principles and applications of greenhouse operations. Topics include greenhouse materials, production, sales, and other related topics. Upon completion, students should be able to identify common greenhouse plant materials, demonstrate customer services skills, demonstrate propagation practices and understand greenhouse and related structures.

HOR 112	Landscape Design I	2	3	3
Prerequisites: None				
Corequisites: None				

This course covers landscape principles and practices for residential and commercial sites. Emphasis is placed on drafting, site analysis, and common elements of good design, plant material selection, and proper plant utilization. Upon completion, students should be able to read, plan, and draft a landscape design.

HOR 124	Nursery Operations	2	3	3
Prerequisites: None				
Corequisites: None				

This course covers nursery site and crop selection, cultural practices, and production and marketing methods. Topics include site considerations, water availability, equipment, irrigation, fertilization, containers, media, and pest control. Upon completion, students should be able to design and implement a nursery operation and grow and harvest nursery crops.

		Class	Lab	Credit
HOR 134	Greenhouse Operations	2	2	3
Prerequisites: None				
Corequisites: None				

This course covers the principles and procedures involved in the operation and maintenance of greenhouse facilities. Emphasis is placed on the operation of greenhouse systems, including the environmental control, record keeping, scheduling, and production practices. Upon completion, students should be able to produce greenhouse crops.

HOR 152	Horticultural Practices	0	3	1
Prerequisites: None				
Corequisites: None				

This course covers the maintenance of ornamental plantings and production areas. Topics include maintenance of flower beds, vegetable gardens, greenhouses, and container and field nursery stock using sound horticultural practices. Upon completion, students should be able to apply the principles and practices of maintaining ornamental landscape plantings.

HOR 160	Plant Materials I	2	2	3
Prerequisites: None				
Corequisites: None				

This course covers identification, culture, characteristics, and use of plants. Emphasis is placed on nomenclature, identification, growth requirements, cultural requirements, soil preferences, and landscape applications. Upon completion, students should be able to demonstrate knowledge of the proper selection and utilization of plant materials. *This course is also available through the Virtual Learning Community (VLC).*

HOR 162	Applied Plant Science	2	2	3
Prerequisites: None				
Corequisites: None				

This course introduces the basic concepts of botany as they apply to horticulture. Topics include nomenclature, physiology, morphology, and anatomy as they apply to plant culture. Upon completion, students should be able to apply the basic principles of botany to horticulture.

		Class	Lab	Credit
HOR 164	Hort Pest Management	2	2	3
Prerequisites: None				
Corequisites: None				

This course covers the identification and control of plant pests including insects, diseases, and weeds. Topics include pest identification and chemical regulations, safety, and pesticide application. Upon completion, students should be able to meet the requirements for North Carolina Commercial Pesticide Ground Applicators license.

HOR 166	Soils & Fertilizers	2	2	3
Prerequisites: None				
Corequisites: None				

This course covers the physical and chemical properties of soils and soil fertility and management. Topics include soil formation, classification, physical and chemical properties, testing, fertilizer application, and other amendments. Upon completion, students should be able to analyze, evaluate, and properly amend soils/media.

HOR 168	Plant Propagation	2	2	3
Prerequisites: None				
Corequisites: None				

This course is a study of sexual and asexual reproduction of plants. Emphasis is placed on seed propagation, grafting, stem and root propagation, micro-propagation, and other propagation techniques. Upon completion, students should be able to successfully propagate ornamental plants.

HOR 170	Hort Computer Apps	1	3	2
Prerequisites: None				
Corequisites: None				

This course introduces computer programs as they apply to the horticulture industry. Emphasis is placed on applications of software for plant identification, design, and irrigation. Upon completion, students should be able to use computer programs in horticultural situations.

		Class	Lab	Credit
HOR 213	Landscape Design II	2	2	3
Prerequisites: HOR 112				
Corequisites: None				

This course covers residential and commercial landscape design, cost analysis, and installation. Emphasis is placed on job cost estimates, installation of the landscape design, and maintenance techniques. Upon completion, students should be able to read landscape design blueprints, develop cost estimates, and implement the design.

HOR 215	Landscape Irrigation	2	2	3
Prerequisites: None				
Corequisites: None				

This course introduces basic irrigation design, layout, and installation. Topics include site analysis, components of irrigation systems, safety, types of irrigation systems, and installation techniques. Upon completion, students should be able to design and install basic landscape irrigation systems.

HOR 225	Nursery Production	2	2	3
Prerequisites: None				
Corequisites: None				

This course covers all aspects of nursery crop production. Emphasis is placed on field production and covers soils, nutrition, irrigation, pest control, and harvesting. Upon completion, students should be able to produce a marketable nursery crop.

HOR 235	Greenhouse Production	2	2	3
Prerequisites: None				
Corequisites: None				

This course covers the production of greenhouse crops. Emphasis is placed on product selection and production based on market needs and facility availability, including record keeping. Upon completion, students should be able to select and make production schedules to successfully produce greenhouse crops.

		Class	Lab	Credit
HOR 253	Horticulture Turfgrass	2	2	3
Prerequisites: HOR 162 or HOR 166				
Corequisites: None				

This course covers information and skill development necessary to establish and manage landscape turfgrasses. Topics include grass identification, establishment, cultural requirements, application of control products, fertilization, and overseeding techniques. Upon completion, students should be able to analyze a landscape site and determine those cultural and physical activities needed to establish or manage a quality turf.

HOR 260	Plant Materials II	2	2	3
Prerequisites: None				
Corequisites: None				

This course is a continuation of HOR 160 and covers additional plants. Emphasis is placed on reinforcement of skills and the introduction of additional plants. Upon completion, students should be able to demonstrate knowledge of the proper selection and utilization of plant materials.

HOR 273	Hort Mgmt & Marketing	3	0	3
Prerequisites: None				
Corequisites: None				

This course covers the steps involved in starting or managing a horticultural business. Topics include financing, regulations, market analysis, employer/employee relations, formulation of business plans, and operational procedures in horticultural business. Upon completion, students should be able to assume ownership or management of a horticultural business.

LSG 121	Fall Gardening Lab	0	6	2
Prerequisites: None				
Corequisites: None				

This course provides hands-on experience in fall gardening techniques. Emphasis is placed on pruning, irrigation, planting, fertilizing, pest control, equipment operation, and turf maintenance. Upon completion, students should be able to perform various techniques essential to maintaining the fall landscape.

HUMANITIES

HUM 115 Critical Thinking 3 0 3
Prerequisites: ENG 090 and RED 090
Corequisites: None

This course introduces the use of thinking skills in the context of human conflict. Emphasis is placed on evaluating information, problem solving, approaching cross-cultural perspectives, and resolving controversies and dilemmas. Upon completion, students should be able to demonstrate orally and in writing the use of critical thinking skills in the analysis of appropriate texts. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts. This course may meet the SACS humanities requirement for AAS degree programs.*

HUM 211 Humanities I 3 0 3
Prerequisites: ENG 111
Corequisites: None

This course introduces the humanities as a record in literature, music, art, history, religion, and philosophy of humankind's answers to the fundamental questions of existence. Emphasis is placed on the interconnectedness of various aspects of completion; students should be able to identify significant figures and cultural contributions of the periods studied. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

HUM 212 Humanities II 3 0 3
Prerequisites: ENG 111
Corequisites: None

This course introduces the humanities as a record in literature, music, art, history, religion, and philosophy of humankind's answers to the fundamental questions of existence. Emphasis is placed on the interconnectedness of various aspects of cultures from early modern times to the present. Upon completion, students should be able to identify significant figures and cultural contributions of the periods studied. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education course requirement in humanities/fine arts.*

HYDRAULICS

		Class	Lab	Credit
HYD 110	Hydraulics/Pneumatics I	2	3	3
Prerequisites: None				
Corequisites: None				

This course introduces the basic components and functions of hydraulic and pneumatic systems. Topics include standard symbols, pumps, control valves, control assemblies, actuators, FRL, maintenance procedures, and switching and control devices. Upon completion, students should be able to understand the operation of a fluid power system, including design, application, and troubleshooting.

INDUSTRIAL SCIENCE

ISC 112	Industrial Safety	2	0	2
Prerequisites: None				
Corequisites: None				

This course introduces the principles of industrial safety. Emphasis is placed on industrial safety, OSHA, and environmental regulations. Upon completion, students should be able to demonstrate knowledge of a safe working environment and OSHA compliance. *This course is also available through the Virtual Learning Community (VLC).*

MATHEMATICS

		Class	Lab	Credit
MAT 050	Basic Math skills	3	2	4
Prerequisite:	None			
Corequisite:	None			

This course is designed to strengthen basic math skills. Topics include properties, rounding, estimating, comparing, converting, and computing whole numbers, fractions, and decimals. Upon completion, students should be able to perform basic computations and solve relevant mathematical problems.

MAT 060	Essential Mathematics	3	2	4
Prerequisites:	MAT 050			
Corequisites:	None			

This course is a comprehensive study of mathematical skills which should provide a strong mathematical foundation to pursue further study. Topics include principles and application of decimals, fractions, percents, ratio and proportion, order of operations, geometry, measurement, and elements of algebra and statistics. Upon completion, students should be able to perform basic computations and solve relevant, multi-step mathematical problems using technology where appropriate.

MAT 070	Introductory Algebra	3	2	4
Prerequisites:	MAT 060			
Corequisites:	RED 080			

This course establishes a foundation in algebraic concepts and problem solving. Topics include signed numbers, exponents, order of operations, simplifying expressions, solving linear equations and inequalities, graphing, formulas, polynomials, factoring, and elements of geometry. Upon completion, students should be able to apply the above concepts in problem solving using appropriate technology. *This course satisfies the developmental math prerequisite for MAT 115 and MAT 140.*

		Class	Lab	Credit
MAT 080	Intermediate Algebra	3	2	4
Prerequisites: MAT 070				
Corequisites: RED 080				

This course continues the study of algebraic concepts with emphasis on applications. Topics include factoring; rational expressions; rational exponents; rational, radical, and quadratic equations; systems of equations; in-equalities; graphing; functions; variations; complex numbers; and elements of geometry. Upon completion, students should be able to apply the above concepts in problem solving using appropriate technology.

MAT 115	Mathematical Models	2	2	3
Prerequisites: MAT 070				
Corequisites: None				

This course develops the ability to utilize mathematical skills and technology to solve problems at a level found in non-mathematics-intensive programs. Topics include applications to percent, ratio and proportion, formulas, statistics, functional notation, linear functions and their groups, probability, sampling techniques, scatter plots, and modeling. Upon completion, students should be able to solve practical problems, reason and communicate with mathematics, and work confidently, collaboratively, and independently.

MAT 140	Survey of Mathematics	3	0	3
Prerequisites: MAT 070				
Corequisites: None				

This course provides an introduction in a non-technical setting to selected topics in mathematics. Topics include, but are not limited to, sets, logic, probability, statistics, matrices, mathematical systems, geometry, topology, mathematics of finance, and modeling. Upon completion, students should be able to understand a variety of mathematical applications, think logically, and be able to work collaboratively and independently. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics. This course is also available through the Virtual Learning Community (VLC).*

	Class	Lab	Credit
MAT 140A Survey of Mathematics Lab	0	2	1
Prerequisites: MAT 070			
Corequisites: MAT 140			

This course is a laboratory for MAT 140. Emphasis is placed on experiences that enhance the materials presented in the class. Upon completion, students should be able to solve problems, apply critical thinking, work in teams, and communicate effectively. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

MAT 151 Statistics I	3	0	3
Prerequisites: MAT 080			
Corequisites: None			

This course provides a project-based approach to the study of basic probability, descriptive, and inferential statistics, and decision making. Emphasis is placed on measures of central tendency and dispersion, correlation, regression, discrete and continuous probability distributions, quality control, population parameter estimation, and hypothesis testing. Upon completion, students should be able to describe important characteristics of a set of data and draw inferences about a population from sample data. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.*

MAT 151A Statistics I Lab	0	2	1
Prerequisites: MAT 080			
Corequisites: MAT 151			

This course is a laboratory for MAT 151. Emphasis is placed on experiences that enhance the materials presented in the class. Upon completion, students should be able to solve problems, apply critical thinking, work in teams, and communicate effectively. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

		Class	Lab	Credit
MAT 161	College Algebra	3	0	3
Prerequisites: MAT 080				
Corequisites: None				

This course provides an integrated technological approach to algebraic topics used in problem solving. Emphasis is placed on equations and inequalities; polynomials, rationales, exponential and logarithmic functions; and graphing and data analysis/modeling. Upon completion, students should be able to choose an appropriate model to fit a data set and use the model for analysis and prediction. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.*

MAT 161A	College Algebra Lab	0	2	1
Prerequisites: MAT 080				
Corequisites: MAT 161				

This course is a laboratory of MAT 161. Emphasis is placed on experiences that enhance the materials presented in the class. Upon completion, students should be able to solve problems, apply critical thinking, work in teams, and communicate effectively. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

MAT 162	College Trigonometry	3	0	3
Prerequisites: MAT 161				
Corequisites: None				

This course provides an integrated technological approach to trigonometry and its applications. Topics include trigonometric ratios, right triangles, oblique triangles, trigonometric functions, graphing, vectors, and complex numbers. Upon completion, students should be able to apply the above principles of trigonometry to problem solving and communication. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.*

	Class	Lab	Credit
MAT 162A College Trig Lab	0	2	1
Prerequisites: MAT 161			
Corequisites: MAT 162			

This course is a laboratory for MAT 162. Emphasis is placed on experiences that enhance the materials presented in the class. Upon completion, students should be able to solve problems, apply critical thinking, work in teams, and communicate effectively. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

MAT 171 Precalculus Algebra	3	0	3
Prerequisites: MAT 080			
Corequisites: None			

This is the first of two courses designed to emphasize topics which are fundamental to the study of calculus. Emphasis is placed on equations and inequalities, functions, (linear, polynomial, rational), systems of equations and inequalities, and parametric equations. Upon completion, students should be able to solve practical problems and use appropriate models for analysis and predictions. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.*

MAT 171A Precalculus Algebra Lab	0	2	1
Prerequisites: MAT 080			
Corequisites: MAT 171			

This course is a laboratory for MAT 171. Emphasis is placed on experiences that enhance the materials presented in the class. Upon completion, students should be able to solve problems, apply critical thinking, work in teams, and communicate effectively. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

		Class	Lab	Credit
MAT 172	Precalculus Trigonometry	3	0	3
Prerequisites: MAT 171				
Corequisites: None				

This is the second of two courses designed to emphasize topics which are fundamental to the study of calculus. Emphasis is placed on properties and applications of transcendental functions and their graphs, right and oblique triangle trigonometry, conic sections, and vectors. Upon completion, students should be able to solve practical problems and use appropriate models for analysis and prediction. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.*

MAT 172 A	Precalculus Trig Lab	0	2	1
Prerequisites: MAT 171				
Corequisites: MAT 172				

This course is a laboratory for MAT 172. Emphasis is placed on experiences that enhance the materials presented in the class. Upon completion, students should be able to solve problems, apply critical thinking, work in teams, and communicate effectively. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

MAT 263	Brief Calculus	3	0	3
Prerequisites: MAT 161				
Corequisites: None				

This course introduces concepts of differentiation and integration and their applications to solving problems; the course is designed for students needing one semester of calculus. Topics include functions, graphing, differentiation, and integration with emphasis on applications drawn from business, economics, and biological and behavioral sciences. Upon completion, students should be able to demonstrate an understanding of the use of basic calculus and technology to solve problems and to analyze and communicate results. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural*

	Class	Lab	Credit
MAT 263A Brief Calculus Lab	0	2	1
Prerequisites: MAT 161			
Corequisites: MAT 263			

This course is a laboratory for MAT 263. Emphasis is placed on experiences that enhance the materials presented in the class. Upon completion, students should be able to solve problems, apply critical thinking, work in teams, and communicate effectively. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

MAT 271 Calculus I	3	2	4
Prerequisites: MAT 172			
Corequisites: None			

This course covers in depth the differential calculus portion of a three-course calculus sequence. Topics include limits, continuity, derivatives, and integrals of algebraic and transcendental functions of one variable, with applications. Upon completion, students should be able to apply differentiation and integration techniques to algebraic and transcendental functions. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.*

MECHANICAL

MEC 111 Machine Processes I	1	4	3
Prerequisites: None			
Corequisites: None			

This course introduces shop safety, hand tools, machine processes, measuring instruments, and the operation of machine shop equipment. Topics include use and care of tools, safety, measuring tools, and the basic setup and operation of common machine tools. Upon completion, students should be able to safely machine simple parts to specified tolerances.

		Class	Lab	Credit
MEC 112	Machine Processes II	2	3	3
Prerequisites: MEC 111				
Corequisites: None				

This course covers advanced use of milling machines and lathes. Emphasis is placed on safety and compound setup of milling machines and lathes for manufacture of projects with a specified fit. Upon completion, students should be able to demonstrate proper procedures for manufacture of assembled parts.

MEC 130	Mechanisms	2	2	3
Prerequisites: None				
Corequisites: None				

This course introduces the purpose and action of various mechanical devices. Topics include cams, cables, gear trains, differentials, screws, belts, pulleys, shafts, levers, lubricants, and other devices. Upon completion, students should be able to analyze, maintain, and troubleshoot the components of mechanical systems.

MEDICAL

MED 120	Survey of Med Terminology	2	0	2
Prerequisites: None				
Corequisites: None				

This course introduces the vocabulary, abbreviations, and symbols used in the language of medicine. Emphasis is placed on building medical terms using prefixes, suffixes, and word roots. Upon completion, students should be able to pronounce, spell, and define accepted medical terms.

MARKETING AND RETAILING

		Class	Lab	Credit
MKT 120	Principles of Marketing	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces principles and problems of marketing goods and services. Topics include promotion, placement, and pricing strategies for products. Upon completion, students should be able to apply marketing principles in organizational decision making.

MAINTENANCE

MNT 110	Intro to Maint Procedures	1	3	2
Prerequisites: None				
Corequisites: None				

This course covers basic maintenance fundamentals for power transmission equipment. Topics include equipment inspection, lubrication, alignment, and other scheduled maintenance procedures. Upon completion, students should be able to demonstrate knowledge of accepted maintenance procedures and practices according to current industry standards.

MNT 111	Maintenance Practices	2	2	3
Prerequisites: None				
Corequisites: None				

This course provides in-depth theory and practical applications relating to predictive and preventive maintenance programs. Emphasis is placed on equipment failure analysis, maintenance management software, and techniques such as vibration and infrared analysis. Upon completion, students should be able to demonstrate an understanding of modern analytical and documentation methods.

		Class	Lab	Credit
MNT 150	Basic Building Maintenance	1	3	2
Prerequisites: None				
Corequisites: None				

This course introduces the basic skills of building maintenance. Topics include basic carpentry and masonry skills including forming, framing, laying block to a line, repairing, and other related topics. Upon completion, students should be able to perform basic carpentry and masonry skills in a maintenance setting.

MNT 220	Rigging & Moving	1	3	2
Prerequisites: None				
Corequisites: None				

This course covers the principles of safe rigging practices for handling, placing, installing, and moving heavy machinery and equipment. Topics include safety, weight and dimensional estimation, positioning of equipment slings, rollers, jacks, levers, dollies, ropes, chains, padding, and other related topics. Upon completion, students should be able to safely relocate and set up equipment using accepted rigging practices.

MNT 230	Pumps & Piping Systems I	1	3	2
Prerequisites: None				
Corequisites: None				

This course covers pump installation and maintenance and related valves and piping systems. Topics include various types of pump systems and their associated valves, piping requirements, and other related topics. Upon completion, students should be able to select and install pump and piping systems and demonstrate proper maintenance and troubleshooting procedures.

MUSIC

		Class	Lab	Credit
MUS 110	Music Appreciation	3	0	3
Prerequisites: None				
Corequisites: None				

The course is a basic survey of the music of the Western world. Emphasis is placed on the elements of music, terminology, composers, form, and style within a historical perspective. Upon completion, students should be able to demonstrate skills in basic listening and understanding of the art of music. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

NETWORKING TECHNOLOGY

NET 125	Networking Basics	1	4	3
Prerequisites: None				
Corequisites: None				

This course introduces the networking field. Emphasis is placed on network terminology and protocols, local-area networks, wide-area networks, OSI model, cabling, router programming, Ethernet, IP addressing, and network standards. Upon completion, students should be able to perform tasks related to networking mathematics, terminology and models, media, Ethernet, subnetting, and TCP/IP Protocols.

NET 126	Routing Basics	1	4	3
Prerequisites: NET 125				
Corequisites: None				

This course focuses on initial router configuration, router software management, routing protocol configuration, TCP/IP, and access control lists (ACLs). Emphasis will be placed on the fundamentals of router configuration, managing router software, routing protocol, and access lists. Upon completion, students should have an understanding of routers and their role in WANs, router configuration, routing protocols, TCP/IP, troubleshooting, and ACLs.

NETWORK OPERATING SYSTEM

		Class	Lab	Credit
NOS 110	Operating System Concepts	2	3	3
Prerequisites: None				
Corequisites: None				

This course introduces students to a broad range of operating system concepts, including installation and maintenance. Emphasis is placed on operating system concepts, management, maintenance, and resources required. Upon completion of this course, students will have an understanding of OS concepts, installation, management, maintenance, using a variety of operating systems.

NOS 120	Linux/UNIX Single User	2	2	3
Prerequisites: NOS 110				
Corequisites: None				

This course develops the necessary skills for students to develop both GUI and command line skills for using and customizing a Linux workstation. Topics include Linux file system and access permissions, GNOME Interface, VI editor, X Window System expression pattern matching, I/O redirection, network and printing utilities. Upon completion, students should be able to customize and use Linux systems for command line requirements and desktop productivity roles.

NOS 130	Windows Single Use	2	2	3
Prerequisites: NOS 110				
Corequisites: None				

This course introduces operating system concepts for single-user systems. Topics include hardware management, file and memory management, system configuration/optimization, and utilities. Upon completion, students should be able to perform operating systems functions at the support level in a single-user environment.

		Class	Lab	Credit
NOS 230	Windows Admin I	2	2	3
Prerequisites: NOS 130				
Corequisites: None				

This course covers the installation and administration of a Windows Server network operating system. Topics include managing and maintaining physical and logical devices, access to resources, the server environment, managing users, computers, and groups, and Managing/Implementing Disaster Recovery. Upon completion, students should be able to manage and maintain a Windows Server environment.

NURSING

		Class	Lab	Clinic	Credit
NUR 101	Practical Nursing I	7	6	6	11
Prerequisites: Admission to the Practical Nursing Program					
Corequisites: BIO 168, PSY 150, ACA 111					

This course introduces concepts as related to the practical nurse's caregiver and discipline-specific roles. Emphasis is placed on the nursing process, legal/ethical/professional issues, wellness/illness patterns, and basic nursing skills. Upon completion, students should be able to demonstrate beginning understanding of nursing process to promote/maintain/restore optimum health for diverse clients throughout the life span. *This is a diploma-level course.*

NUR 102	Practical Nursing II	8	0	12	12
Prerequisites: NUR 101					
Corequisites: BIO 169, ENG 111					

This course includes more advanced concepts as related to the practical nurse's caregiver and discipline-specific roles. Emphasis is placed on the nursing process, delegation, cost effectiveness, legal/ethical/professional issues, and wellness/illness patterns. Upon completion, students should be able to begin participating in the nursing process to promote/maintain/restore optimum health for diverse clients throughout the life span. *This is a diploma-level course.*

		Class	Lab	Clinic	Credit
NUR 103	Practical Nursing III	6	0	12	10
Prerequisites: NUR 102					
Corequisites: None					

This course focuses on use of nursing/related concepts by practical nurses as providers of care/members of discipline in collaboration with health team members. Emphasis is placed on the nursing process, wellness/illness patterns, entry-level issues, accountability, advocacy, professional development, evolving technology, and changing health care delivery systems. Upon completion, students should be able to use the nursing process to promote/maintain/restore optimum health for diverse clients throughout the life span. *This is a diploma-level course.*

NUR 111	Into to Health Concepts	4	6	6	8
Prerequisites: Admission to the Associate Degree Nursing Program					
Corequisites: ACA 111, BIO 168, PSY 150					

This course introduces the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts within each domain including medication administration, assessment, nutrition, ethics, interdisciplinary teams, informatics, evidence-based practice, individual-centered care, and quality improvement. Upon completion, students should be able to provide safe nursing care incorporating the concepts identified in this course.

NUR 112	Health-Illness Concepts	3	0	6	5
Prerequisites: NUR 111, NUR 113					
Corequisites: BIO 169, PSY 241					

This course is designed to further develop the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts of acid-based, metabolism, cellular regulation, oxygenation, infection, stress/coping, health-wellness-illness, communication, caring interventions, managing care, safety, quality improvement, and informatics. Upon completion, students should be able to provide safe nursing care incorporating the concepts identified in this course.

		Class	Lab	Clinic	Credit
NUR 113	Family Health Concepts	3	0	6	5
Prerequisites: NUR 111					
Corequisites: BIO 169, PSY 241					

This course is designed to further develop the concept within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts of oxygenation, sexuality, reproduction, grief/loss, mood/affect, behaviors, development, family, health-wellness-illness, communication, caring interventions, managing care, safety, and advocacy. Upon completion, students should be able to provide safe nursing care incorporating the concepts identified in this course.

NUR 114	Holistic Health Concept	3	0	6	5
Prerequisites: NUR 111, NUR 112, NUR 113, NUR 211					
Corequisites: ENG 111, CIS 110 or CIS 111, COE 110					

This course is designed to further develop the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts of cellular regulation, perfusion, inflammation, sensory perception, stress/coping, mood/affect, cognition, self, violence, health-wellness-illness, professional behaviors, caring interventions, and safety. Upon completion, students should be able to provide safe nursing care incorporating the concepts identified in this course.

NUR 211	Health Care Concepts	3	0	6	5
Prerequisites: NUR 111, NUR 112, NUR 113					
Corequisites: None					

This course is designed to further develop the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts of cellular regulation, perfusion, infection, immunity, mobility, comfort, behaviors, health-wellness-illness, clinical decision-making, caring interventions, managing care, and safety. Upon completion, students should be able to provide safe nursing care incorporating the concepts identified in this course.

		Class	Lab	Clinic	Credit
NUR 212	Health System Concepts	3	0	6	5
Prerequisites: NUR 111, NUR 112, NUR 113, NUR 114, NUR 211					
Corequisites: ENG 111, CIS 110 or CIS 111, COE 110					

This course is designed to further develop the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on the concepts of grief/loss, violence, health-wellness-illness, collaboration, managing care, safety, advocacy, legal issues, policy, healthcare systems, ethics, accountability, and evidence-based practice. Upon completion, students should be able to provide safe nursing care incorporating the concepts identified in this course.

NUR 213	Complex Health Concepts	4	3	15	10
Prerequisites: NUR 111, NUR 112, NUR 113, NUR 114, NUR 211, and NUR 212					
Corequisites: ENG 113 or ENG 114, Humanities/Fine Arts Elective					

This course is designed to assimilate the concepts within the three domains of the individual, healthcare, and nursing. Emphasis is placed on fluid/electrolytes, metabolism, perfusion, mobility, stress/coping, violence, health-wellness-illness, professional behaviors, caring interventions, managing care, healthcare systems, and quality improvement. Upon completion, students should be able to demonstrate the knowledge, skills, and attitudes necessary to provide quality, individualized, entry level nursing care.

NURSING ASSISTANT

NAS 101	Nursing Assistant I	3	4	3	6
Prerequisites: High School Diploma or GED					
Corequisites: None					

This course introduces basic nursing skills required to provide personal care for patients, residents, or clients in a health care setting. Topics include communications, safety, patients' rights, personal care, vital signs, elimination, nutrition, emergencies, rehabilitation, and mental health. Upon completion, students should be able to demonstrate skills necessary to qualify as a Nursing Assistant I with the North Carolina Nurse Aide I Registry. *This is a certificate-level course.*

		Class	Lab	Clinic	Credit
NAS 102	Nursing Assistant II	3	2	6	6
Prerequisites: High School Diploma or GED and currently listed as NA I with State of North Carolina					

Corequisites: None

This course provides training in selected advanced nursing assistant procedures. Emphasis is placed on sterile techniques, respiratory procedures, catheterizations, wound and trach care, irrigations, and ostomy care. Upon completion, students should be able to demonstrate skills necessary to qualify as a Nursing Assistant II with the North Carolina Board of Nursing. *This is a certificate-level course.*

NAS 103	Home Health Care	2	0	0	2
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Prerequisites: High School Diploma or GED

Corequisites: None

This course covers basic health issues that affect clients in the home setting. Emphasis is placed on home safety, recognizing significant changes in the client's condition, family dynamics, and use of home health care equipment. Upon completion, students should be able to identify care for clients at home. *This is a certificate-level course.*

OFFICE SYSTEMS ADMINISTRATION

		Class	Lab	Credit
OST 080	Keyboarding Literacy	1	2	2

Prerequisites: None

Corequisites: None

This course is designed to develop elementary keyboarding skills. Emphasis is placed on mastery of the keyboard. Upon completion, students should be able to demonstrate basic proficiency in keyboarding. *Non-OST majors must demonstrate mastery of the numeric keypad and pass three 3-minute timed writings with at least 20 gross words per minute with no more than three errors; OST majors must pass three 3-minute timed writings with at least 30 gross words per minute with no more than three errors.*

		Class	Lab	Credit
OST 131	Keyboarding	1	2	2
Prerequisites: None				
Corequisites: None				

This course covers basic keyboarding skills. Emphasis is placed on the touch system, correct techniques, and development of speed and accuracy. Upon completion, students should be able to key at an acceptable speed and accuracy level using the touch system. *This course is designed for Nursing Assistant students; students must pass three 3-minute timed writings with at least 30 gross words per minute with no more than three errors.*

OST 132	Keyboard Skill Bldg	1	2	2
Prerequisites: None				
Corequisites: None				

This course is designed to increase speed and improve accuracy. Emphasis is placed on diagnostic tests to identify accuracy and speed deficiencies followed by corrective drills. Upon completion, students should be able to keyboard rhythmically with greater accuracy and speed. *The minimum speed requirement is 35 gross words a minute on three 3-minute timed writings with no more than three errors.*

OST 133	Advanced Keyboard Skill Building	1	2	2
Prerequisites: OST 132				
Corequisites: None				

This course is designed to increase speed and improve accuracy to meet employment tests and job requirements. Emphasis is placed on individualized diagnostic and prescriptive drills. Upon completion, students should be able to keyboard with greater speed and accuracy as measured by five-minute timed writings and skill-development paragraphs. *The minimum speed requirement is 45 gross words a minute on three 3-minute timed writings with no more than three errors.*

		Class	Lab	Credit
OST 134	Text Entry and Format	2	2	3
Prerequisites: None				
Corequisites: None				

This course provides the skills needed to increase speed, improve accuracy, and format documents. Topics include letters, memos, tables, and business reports. Upon completion, students should be able to produce documents and key timed writings at speeds commensurate with employability. *The minimum speed requirement is 50 gross words a minute on three 3-minute timed writings with no more than three errors.*

OST 136	Word Processing	2	2	3
Prerequisites: None				
Corequisites: None				

This course introduces word processing concepts and applications. Topics include preparation of a variety of documents and mastery of specialized software functions. Upon completion, students should be able to work effectively in a computerized word processing environment.

OST 137	Office Software Application	2	2	3
Prerequisites: None				
Corequisites: None				

This course introduces the concepts and functions of software that meets the changing needs of the community. Emphasis is placed on the terminology and use of software through a hands-on approach. Upon completion, students should be able to use software in a business environment.

OST 141	Med Terms I-Med Office	3	0	3
Prerequisites: None				
Corequisites: None				

This course uses a language-structure approach to present the terminology and vocabulary that will be encountered in medical office settings. Topics include word parts that relate to systemic components, conditions, pathology, and disorder remediation in approximately one-half of the systems of the human body. Upon completion, students should be able to relate words to systems, pluralize, define, pronounce, and construct sentences with the included terms.

		Class	Lab	Credit
OST 142	Med Terms II-Med Office	3	0	3
Prerequisites: OST 141				
Corequisites: None				

This course is a continuation of OST 141 and continues the study, using a language-structure approach, of medical office terminology and vocabulary. Topics include word parts that relate to systemic components, conditions, pathology, and disorder remediation in the remaining systems of the human body. Upon completion, students should be able to relate words to systems, pluralize, define, pronounce, and construct sentences with the included terms.

OST 148	Med Coding, Billing & Insur	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces fundamentals of medical coding, billing, and insurance. Emphasis is placed on the medical billing cycle to include third party payers, coding concepts, and form preparation. Upon completion, students should be able to explain the life cycle of and accurately complete a medical claim.

OST 149	Med Legal Issues	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces the complex legal, moral, and ethical issues involved in providing health-care services. Emphasis is placed on the legal requirements of medical practices; the relationship of physician, patient, and office personnel; professional liabilities; and medical practice liability. Upon completion, students should be able to demonstrate a working knowledge of current medical law and accepted ethical behavior. *This course is also available through the Virtual Learning Community (VLC).*

		Class	Lab	Credit
OST 164	Text Editing Applications	3	0	3
Prerequisites: None				
Corequisites: None				

This course provides a comprehensive study of editing skills needed in the workplace. Emphasis is placed on grammar, punctuation, sentence structure, proofreading, and editing. Upon completion, students should be able to use reference materials to compose and edit text.

OST 181	Office Procedures	2	2	3
Prerequisites: None				
Corequisites: None				

This course introduces the skills and abilities needed in today's office. Topics include effectively interacting with co-workers and the public, processing simple financial and informational documents, and performing functions typical of today's offices. Upon completion, students should be able to display skills and decision-making abilities essential for functioning in the total office context.

OST 184	Records Management	2	2	3
Prerequisites: None				
Corequisites: None				

This course includes the creation, maintenance, protection, security, and disposition of records stored in a variety of media forms. Topics include alphabetic, geographic, subject, and numeric filing methods. Upon completion, students should be able to set up and maintain a records management system.

OST 223	Admin. Office Transcription I	2	2	3
Prerequisites: OST 164; and OST 134 or OST 136				
Corequisites: None				

This course provides experience transcribing documents. Emphasis is placed on intensive appropriate formatting, text editing skills, and transcription techniques. Upon completion, students should be able to transcribe office documents.

		Class	Lab	Credit
OST 233	Office Publications Design	2	2	3
Prerequisites: OST 136				
Corequisites: None				

This course provides entry-level skills in using software with desktop publishing capabilities. Topics include principles of page layout, desktop publishing terminology and applications, and legal and ethical considerations of software use. Upon completion, students should be able to design and produce professional business documents and publications.

OST 236	Adv Word/Information Process	2	2	3
Prerequisites: OST 136				
Corequisites: None				

This course develops proficiency in the utilization of advanced word/information processing functions. Emphasis is placed on advanced word processing features. Upon completion, students should be able to produce a variety of complex business documents.

OST 243	Med Office Simulation	2	2	3
Prerequisites: OST 148				
Corequisites: None				

This course introduces medical systems used to process information in the automated office. Topics include traditional and electronic information resources, storing and retrieving information, and the billing cycle. Upon completion, students should be able to use the computer accurately to schedule, bill, update, and make corrections.

		Class	Lab	Credit
OST 284	Emerging Technologies	1	2	2
Prerequisites: None				
Corequisites: None				

This course provides opportunities to explore emerging technologies. Emphasis is placed on identifying, researching, and presenting current technological topics for class consideration and discussion. Upon completion, students should be able to understand the importance of keeping abreast of technological changes that affect the office professional.

OST 286	Professional Development	3	0	3
Prerequisites: None				
Corequisites: None				

This course covers the personal competencies and qualities needed to project a professional image in the office. Topics include interpersonal skills, healthy lifestyles, appearance, attitude, personal and professional growth. Upon completion, students should be able to demonstrate these attributes in the classroom, office, and society.

OST 289	Administrative Office Mgt	2	2	3
Prerequisites: OST 164 and either OST 134 or OST 136				
Corequisites: None				

This course is designed to be a capstone course for the office professional and provides a working knowledge of modern office procedures. Emphasis is placed on scheduling, telephone procedures, travel arrangements, event planning, office design, and ergonomics. Upon completion, students should be able to adapt in an office environment.

PHYSICAL EDUCATION

		Class	Lab	Credit
PED 110	Fit and Well for Life	1	2	2
Prerequisites: None				
Corequisites: None				

This course is designed to investigate and apply the basic concepts and principles of lifetime physical fitness and other health-related factors. Emphasis is placed on wellness through the study of nutrition, weight control, stress management, and consumer facts on exercise and fitness. Upon completion, students should be able to plan a personal, lifelong fitness pro-gram based on individual needs, abilities, and interests. *This course has been approved to satisfy the Comprehensive Articulation Agreement premajor and/or elective course requirement.*

PED 111	Physical Fitness I	0	3	1
Prerequisites: None				
Corequisites: None				

This course provides an individualized approach to physical fitness utilizing the five major components. Emphasis is placed on the scientific basis for setting up and engaging in personalized physical fitness programs. Upon completion, students should be able to set up and implement an individualized physical fitness program. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

PED 113	Aerobics I	0	3	1
Prerequisites: None				
Corequisites: None				

This course introduces a program of cardiovascular fitness involving continuous, rhythmic exercise. Emphasis is place on developing cardiovascular efficiency, strength, and flexibility and on safety precautions. Upon completion, students should be able to select and implement a rhythmic aerobic exercise program. *This course has been approved to satisfy the Comprehensive Articulation Agreement premajor and/or elective course requirement.*

		Class	Lab	Credit
PED 115	Step Aerobics I	0	3	1
Prerequisites: None				
Corequisites: None				

This course introduces the fundamentals of step aerobics. Emphasis is placed on basic stepping up and down on an adjustable platform; cardiovascular fitness; and upper body, floor, and abdominal exercises. Upon completion, students should be able to participate in basic step aerobics. *This course has been approved to satisfy the Comprehensive Articulation Agreement premajor and/or elective course requirement.*

PED 117	Weight Training I	0	3	1
Prerequisites: None				
Corequisites: None				

This course introduces the basics of weight training. Emphasis is placed on developing muscular strength, muscular endurance, and muscle tone. Upon completion, students should be able to establish and implement a personal weight training program. *This course has been approved to satisfy the Comprehensive Articulation Agreement premajor and/or elective course requirement.*

PED 125	Self-Defense-Beginning	0	2	1
Prerequisites: None				
Corequisites: None				

This course is designed to aid students in developing rudimentary skills in self-defense. Emphasis is placed on stances, blocks, punches, and kicks as well as non-physical means of self-defense. Upon completion, students should be able to demonstrate basic self-defense techniques of a physical and non-physical nature. *This course has been approved to satisfy the Comprehensive Articulation Agreement premajor and/or elective course requirement.*

		Class	Lab	Credit
PED 126	Self-Defense-Intermediate	0	2	1
Prerequisites: PED 125				
Corequisites: None				

This course is designed to aid students in building on the techniques and skills developed in PED 125. Emphasis is placed on the appropriate psychological and physiological responses to various encounters. Upon completion, students should be able to demonstrate intermediate skills in self-defense stances, blocks, punches, and kick combinations. *This course has been approved to satisfy the Comprehensive Articulation Agreement premajor and/or elective course requirement.*

PED 128	Golf-Beginning	0	2	1
Prerequisites: None				
Corequisites: None				

This course emphasizes the fundamentals of golf. Topics include the proper grips, stance, alignment, swings for the short and long game, putting, and the rules and etiquette of golf. Upon completion, students should be able to perform the basic golf shots and demonstrate a knowledge of the rules and etiquette of golf. *This course has been approved to satisfy the Comprehensive Articulation Agreement premajor and/or elective course requirement.*

PED 130	Tennis-Beginning	0	2	1
Prerequisites: None				
Corequisites: None				

This course emphasizes the fundamentals of tennis. Topics include basic strokes, rules, etiquette, and court play. Upon completion, students should be able to play recreational tennis. *This course has been approved to satisfy the Comprehensive Articulation Agreement premajor and/or elective course requirement.*

		Class	Lab	Credit
PED 132	Racquetball-Beginning	0	2	1
Prerequisites: None				
Corequisites: None				

This course introduces the fundamentals of racquetball. Emphasis is placed on rules, fundamentals, and strategies of beginning racquetball. Upon completion, students should be able to play recreational racquetball. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

PED 152	Swimming-Beginning	0	2	1
Prerequisites: None				
Corequisites: None				

This course is designed for non-swimmers and beginners. Emphasis is placed on developing confidence in the water, learning water safety, acquiring skills in floating, and learning elementary strokes. Upon completion, students should be able to demonstrate safety skills and be able to tread water, back float, and use the crawl stroke for 20 yards. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

PED 155	Water Aerobics	0	3	1
Prerequisites: None				
Corequisites: None				

This course introduces rhythmic aerobic activities performed in water. Emphasis is placed on increasing cardiovascular fitness levels, muscular strength, muscular endurance, and flexibility. Upon completion, students should be able to participate in an individually-paced exercise program. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

		Class	Lab	Credit
PED 216	Indoor Cycling	0	3	1
Prerequisites: None				
Corequisites: None				

This course is designed to promote physical fitness through indoor stationary cycling. Emphasis is placed on pedaling techniques, safety procedures, and conditioning exercises necessary for cycling. Upon completion, students should have improved cardiovascular and muscular endurance and be able to design and participate in a cycling for fitness program. *This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.*

PHILOSOPHY

PHI 210	History of Philosophy	3	0	3
Prerequisites: ENG 111				
Corequisites: None				

This course introduces fundamental philosophical issues through a historical perspective. Emphasis is placed on such figures as Plato, Aristotle, Lao-Tzu, Confucius, Augustine, Aquinas, Descartes, Locke, Kant, Wollstonecraft, Nietzsche, and Sartre. Upon completion, students should be able identify and distinguish among the key positions of the philosophers studied. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

PHI 215	Philosophical Issues	3	0	3
Prerequisites: ENG 111				
Corequisites: None				

This course introduces fundamental issues in philosophy considering the views of classical and contemporary philosophers. Emphasis is placed on knowledge and belief, appearance and reality, determinism and free will, faith and reason, and justice and inequality. Upon completion, students should be able to identify, analyze, and critique the philosophical components of an issue. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

		Class	Lab	Credit
PHI 220	Western Philosophy I	3	0	3
Prerequisites: ENG 111				
Corequisites: None				

This course covers Western intellectual and philosophic thought from the early Greeks through the medievalists. Emphasis is placed on such figures as the pre-Socratics, Plato, Aristotle, Epicurus, Epictetus, Augustine, Suarez, Anselm, and Aquinas. Upon completion, students should be able to trace the development of leading ideas regarding reality, knowledge, reason, and faith. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

PHI 221	Western Philosophy II	3	0	3
Prerequisites: ENG 111				
Corequisites: None				

This course covers Western intellectual and philosophic thought from post-medievalists through recent thinkers. Emphasis is placed on such figures as Descartes, Spinoza, Leibnitz, Locke, Berkeley, Hume, Kant, Hegel, Marx, Mill, and representatives of pragmatism, logical positivism, and existentialism. Upon completion, students should be able to trace the development of leading ideas concerning knowledge, reality, science, society, and the limits of reason. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

PHI 240	Introduction to Ethics	3	0	3
Prerequisites: ENG 111				
Corequisites: None				

This course introduces theories about the nature and foundations of moral judgments and applications to contemporary moral issues. Emphasis is placed on utilitarianism, rule-based ethics, existentialism, relativism versus objectivism, and egoism. Upon completion, students should be able to apply various ethical theories to individual moral issues such as euthanasia, abortion, crime and punishment, and justice. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

PHYSICAL SCIENCE

		Class	Lab	Credit
PHS 110	Basic Physical Science	3	2	4
Prerequisites: None				
Corequisites: None				

This course introduces the physical environment with emphasis on the laws and physical concepts that impact the world and universe. Topics include astronomy, geology, meteorology, general chemistry, and general physics. Upon completion, students should be able to describe the forces and composition of the earth and universe. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

PLUMBING

PLU 111	Intro to Basic Plumbing	1	3	2
Prerequisites: None				
Corequisites: None				

This course introduces basic plumbing tools, materials, and fixtures. Topics include standard tools, materials, and fixtures used in basic plumbing systems and other related topics. Upon completion, students should be able to demonstrate an understanding of a basic plumbing system.

POLITICAL SCIENCE

POL 110	Intro Political Science	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces basic political concepts used by governments and addresses a wide range of political issues. Topics include political theory, ideologies, legitimacy, and sovereignty in democratic and non-democratic systems. Upon completion, students should be able to discuss a variety of issues inherent in all political systems and draw logical conclusions in evaluating these systems. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.*

		Class	Lab	Credit
POL 120	American Government	3	0	3
Prerequisites: None				
Corequisites: None				

This course is a study of the origins, development, structure, and functions of American national government. Topics include the constitutional frame-work, federalism, the three branches of government including the bureaucracy, civil rights and liberties, political participation and behavior, and policy formation. Upon completion, students should be able to demonstrate an understanding of the basic concepts and participatory processes of the American political system. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.*

POL 220	International Relations	3	0	3
Prerequisites: None				
Corequisites: None				

This course provides a study of the effects of ideologies, trade, armaments, and alliances on relations among nation-states. Emphasis is placed on regional and global cooperation and conflict, economic development, trade, non-governmental organizations, and international institutions such as the World Court and UN. Upon completion, students should be able to identify and discuss major international relationships, institutions, and problems. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.*

PSYCHOLOGY

		Class	Lab	Credit
PSY 150	General Psychology	3	0	3
Prerequisites: None				
Corequisites: None				

This course provides an overview of the scientific study of human behavior. Topics include history, methodology, biopsychology, sensation, perception, learning, motivation, cognition, abnormal behavior, personality theory, social psychology, and other relevant topics. Upon completion, students should be able to demonstrate a basic knowledge of the science of psychology. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.*

PSY 241	Developmental Psychology	3	0	3
Prerequisites: PSY 150				
Corequisites: None				

This course is a study of human growth and development. Emphasis is placed on major theories and perspectives as they relate to the physical, cognitive, and psychosocial aspects of development from conception to death. Upon completion, students should be able to demonstrate knowledge of development across the life span. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.*

PSY 263	Educational Psychology	3	0	3
Prerequisites: PSY 150				
Corequisites: None				

This course examines the application of psychological theories and principles to the educational process and setting. Topics include learning and cognitive theories, achievement motivation, teaching and learning styles, teacher and learner roles, assessment, and developmental issues. Upon completion, students should be able to demonstrate an understanding of the application of psychological theory to educational practice. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

		Class	Lab	Credit
PSY 281	Abnormal Psychology	3	0	3
Prerequisites: PSY 150				
Corequisites: None				

This course provides an examination of the various psychological disorders, as well as theoretical, clinical, and experimental perspectives of the study of psychopathology. Emphasis is placed on terminology, classification, etiology, assessment, and treatment of the major disorders. Upon completion, students should be able to distinguish between normal and abnormal behavior patterns as well as demonstrate knowledge of etiology, symptoms, and therapeutic techniques. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirements in social/behavioral sciences.*

READING

RED 080	Intro to College Reading	3	2	4
Prerequisites: None				
Corequisites: None				

This course introduces effective reading and inferential thinking skills in preparation for RED 090. Emphasis is placed on vocabulary, comprehension, and reading strategies. Upon completion, students should be able to determine main ideas and supporting details, recognize basic patterns of organization, draw conclusions, and understand vocabulary in context. *This course does not satisfy the developmental reading prerequisite for ENG 111.*

RED 090	Improved College Reading	3	2	4
Prerequisites: RED 080				
Corequisites: None				

This course is designed to improve reading and critical thinking skills. Topics include vocabulary enhancement; extracting implied meaning; analyzing author's purpose, tone, and style; and drawing conclusions and responding to written material. Upon completion, students should be able to comprehend and analyze college-level reading material. *This course satisfies the developmental reading prerequisite for ENG 111.*

RELIGION

		Class	Lab	Credit
REL 110	World Religions	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces the world's major religious traditions. Topics include Primal religions, Hinduism, Buddhism, Islam, Judaism, and Christianity. Upon completion, students should be able to identify the origins, history, beliefs, and practices of the religions studied. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

REL 111	Eastern Religions	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces the major Asian religious traditions. Topics include Hinduism, Buddhism, Taoism, Confucianism, and Shinto. Upon completion, students should be able to identify the origins, history, beliefs, and practices of the religions studied. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

REL 112	Western Religions	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces the major western religious traditions. Topics include Zoroastrianism, Islam, Judaism, and Christianity. Upon completion, students should be able to identify the origins, history, beliefs, and practices of the religions studied. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

		Class	Lab	Credit
REL 211	Intro to Old Testament	3	0	3
Prerequisites: None				
Corequisites: None				

This course is a survey of the literature of the Hebrews with readings from the law, prophets, and other writings. Emphasis is placed on the use of literary, historical, archeological, and cultural analysis. Upon completion, students should be able to use the tools of critical analysis to read and understand Old Testament literature. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

REL 212	Intro to New Testament	3	0	3
Prerequisites: None				
Corequisites: None				

This course is a survey of the literature of first-century Christianity with readings from the gospels, Acts, and the Pauline and pastoral letters. Topics include the literary structure, audience and religious perspective of the writings, as well as the historical and cultural context of the early Christian community. Upon completion, students should be able to use the tools of critical analysis to read and understand New Testament literature. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

REL 221	Religion in America	3	0	3
Prerequisites: None				
Corequisites: None				

This course is an examination of religious beliefs and practice in the United States. Emphasis is placed on mainstream religious traditions and non-traditional religious movements from the Colonial period to the present. Upon completion, students should be able to recognize and appreciate the diversity of religious traditions in America. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

INFORMATION SYSTEMS SECURITY

		Class	Lab	Credit
SEC 110	Security Concepts	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces the concepts and issues related to securing information systems and the development of policies to implement information security controls. Topics include the historical view of networking and security, security issues, trends, security resources, and the role of policy, people, and processes in information security. Upon completion, students should be able to identify information security risks, create an information security policy, and identify processes to implement and enforce policy.

SEC 150	Secure Communications	2	2	3
Prerequisites: SEC 110 and NET 110 or NET 125				
Corequisites: None				

This course provides an overview of current technologies used to provide secure transport of information across networks. Topics include data integrity through encryption, Virtual Private Networks, SSL, SSH, and IPsec. Upon completion, students should be able to implement secure data transmission technologies.

SEC 160	Secure Admin I	2	2	3
Prerequisites: SEC 110 and NET 110 or NET 125				
Corequisites: None				

This course provides an overview of security administration and fundamentals of designing security architectures. Topics include networking technologies, TCP/IP concepts, protocols, network traffic analysis, monitoring, and security best practices. Upon completion, students should be able to identify normal network traffic using network analysis tools and design basic security defenses.

		Class	Lab	Credit
SEC 220	Defense-In-Depth	2	2	3
Prerequisites: None				
Corequisites: SEC 160				

This course introduces students to the concepts of defense in-depth, a security industry best practice. Topics include firewalls, backup systems, redundant systems, disaster recovery, and incident handling. Upon completion, students should be able to plan effective information security defenses, backup systems, and disaster recovery procedures.

SEC 210	Intrusion Detection	2	2	3
Prerequisites: SEC 160				
Corequisites: None				

This course introduces the student to intrusion detection methods in use today. Topics include the types of intrusion detection products, traffic analysis, and planning and placement of intrusion detection solutions. Upon completion, students should be able to plan and implement intrusion detection solution for networks and host based systems.

SEC 289	Security Capstone Project	1	4	3
Prerequisites: SEC 220				
Corequisites: None				

This course provides the student the opportunity to put into practice all the skills learned to this point. Emphasis is placed on security policy, process planning, procedure definition, business continuity, and systems security architecture. Upon completion, students should be able to design and implement comprehensive information security architecture from the planning and design phase through implementation.

SOCIOLOGY

		Class	Lab	Credit
SOC 210	Introduction to Sociology	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces the scientific study of human society, culture, and social interactions. Topics include socialization, research methods, diversity and inequality, cooperation and conflict, social change, social institutions, and organizations. Upon completion, students should be able to demonstrate knowledge of sociological concepts as they apply to the interplay among individuals, groups, and societies. *This course has been approved to satisfy the Comprehensive Articulation Agreement general educational core requirement in social/behavioral sciences.*

SOC 213	Sociology of the Family	3	0	3
Prerequisites: None				
Corequisites: None				

This course covers the institution of the family and other intimate relationships. Emphasis is placed on mate selection, gender roles, sexuality, communication, power and conflict, parenthood, diverse lifestyles, divorce and remarriage, and economic issues. Upon completion, students should be able to analyze the family as a social institution and social forces which influence its development and change. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.*

SOC 220	Social Problems	3	0	3
Prerequisites: None				
Corequisites: None				

This course provides an in-depth study of current social problems. Emphasis is placed on causes, consequences, and possible solutions to problems associated with families, schools, workplaces, communities, and the environment. Upon completion, students should be able to recognize, define, analyze, and propose solutions to these problems. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.*

		Class	Lab	Credit
SOC 244	Soc of Death and Dying	3	0	3
Prerequisites: None				
Corequisites: None				

This course presents sociological perspectives on death and dying. Emphasis is placed on analyzing the different death rates among various groups, races, and societies, as well as various types of death. Upon completion, students should be able to discuss the rituals of death, both cultural and religious, and examine current issues relating to death and dying. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

SPANISH

SPA 111	Elementary Spanish I	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces the fundamental elements of the Spanish language within a cultural context. Emphasis is placed on the development of basic listening, speaking, reading, and writing skills. Upon completion, students should be able to comprehend and respond with grammatical accuracy to spoken and written Spanish and demonstrate cultural law awareness. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

SPA 112	Elementary Spanish II	3	0	3
Prerequisites: SPA 111				
Corequisites: None				

This course is a continuation of SPA 111 focusing on the fundamental elements of the Spanish language within a cultural context. Emphasis is placed on the progressive development of listening, speaking, reading, and writing skills. Upon completion, students should be able to comprehend and respond with increasing proficiency to spoken and written Spanish and demonstrate further cultural awareness. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

		Class	Lab	Credit
SPA 120	Spanish for the Workplace	3	0	3
Prerequisites: None				
Corequisites: None				

This course offers applied Spanish for the workplace to facilitate basic communication with people whose native language is Spanish. Emphasis is placed on oral communication and career-specific vocabulary that targets health, business, and/or public service professions. Upon completion, students should be able to communicate at a functional level with native speakers and demonstrate cultural sensitivity.

SPA 141	Culture and Civilization	3	0	3
Prerequisites: None				
Corequisites: None				

This course provides an opportunity to explore issues related to the Hispanic world. Topics include historical and current events, geography, and customs. Upon completion, students should be able to identify and discuss selected topics and cultural differences related to the Hispanic world. *This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a pre-major and/or elective course requirement.*

SPA 161	Cultural Immersion	2	3	3
Prerequisites: SPA 111				
Corequisites: None				

This course explores Hispanic culture through intensive study on campus and field experience in a host country or area. Topics include an overview of linguistic, historical, geographical, sociopolitical, economic, and/or artistic concerns of the area visited. Upon completion, students should be able to exhibit first-hand knowledge of issues pertinent to the host area and demonstrate understanding of cultural differences. *This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a pre-major and/or elective course requirement.*

		Class	Lab	Credit
SPA 181	Spanish Lab 1	0	2	1
Prerequisites: None				
Corequisites: None				

This course provides an opportunity to enhance acquisition of the fundamental elements of the Spanish language. Emphasis is placed on the progressive development of basic listening, speaking, reading, and writing skills through the use of various supplementary learning media and materials. Upon completion, students should be able to comprehend and respond with grammatical accuracy to spoken and written Spanish and demonstrate cultural awareness. *This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor.*

SPA 182	Spanish Lab 2	0	2	1
Prerequisites: SPA 181				
Corequisites: None				

This course provides an opportunity to enhance acquisition of the fundamental elements of the Spanish language. Emphasis is placed on the progressive development of basic listening, speaking, reading, and writing skills through the various supplementary learning media and materials. Upon completion, students should be able to comprehend and respond with increasing proficiency to spoken and written Spanish and demonstrate cultural awareness. *This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.*

SPA 211	Intermediate Spanish I	3	0	3
Prerequisites: SPA 112				
Corequisites: None				

This course provides a review and expansion of the essential skills of the Spanish language. Emphasis is placed on the study of authentic and representative literary and cultural texts. Upon completion, students should be able to communicate effectively, accurately, and creatively about the past, present, and future. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

		Class	Lab	Credit
SPA 212	Intermediate Spanish II	3	0	3
Prerequisites: SPA 211				
Corequisites: None				

This course provides a continuation of SPA 211. Emphasis is placed on the continuing study of authentic and representative literary and cultural texts. Upon completion, students should be able to communicate spontaneously and accurately with increasing complexity and sophistication. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

SPA 215	Spanish Phonetics/Structure	3	0	3
Prerequisites: None				
Corequisites: None				

This course is designed to improve the understanding of Spanish phonetics and the structure of the Spanish language. Topics include the structure of the Spanish language, phonology, morphology, and syntax. Upon completion, students should have an understanding of the phonetics and structure of the Spanish language and be able to contrast the structure of the Spanish and English language.

SPA 221	Spanish Conversation	3	0	3
Prerequisites: SPA 212				
Corequisites: None				

This course provides an opportunity for intensive communication in spoken Spanish. Emphasis is placed on vocabulary acquisition and interactive communication through the discussion of media materials and authentic texts. Upon completion, students should be able to discuss selected topics, express ideas and opinions clearly, and engage in formal and informal conversations. *This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.*

		Class	Lab	Credit
SPA 231	Reading and Composition	3	0	3
Prerequisites: SPA 212				
Corequisites: None				

This course provides an opportunity for intensive reading and composition in Spanish. Emphasis is placed on the use of literary and cultural materials to enhance and expand reading and writing skills. Upon completion, students should be able to demonstrate in writing an in-depth understanding of assigned readings. *This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.*

SPA 281	Spanish Lab 3	0	2	1
Prerequisites: SPA 182				
Corequisites: None				

This course provides an opportunity to enhance the review and expansion of the essential skills of the Spanish language. Emphasis is placed on the study of authentic and representative literary and cultural texts through the use of various supplementary learning media and materials. Upon completion, students should be able to communicate effectively, accurately, and creatively about the past, present, and future. *This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.*

SPA 282	Spanish Lab 4	0	2	1
Prerequisites: SPA 281				
Corequisites: None				

This course provides an opportunity to enhance the review and expansion of the essential skills of the Spanish language. Emphasis is placed on the continuing study of authentic and representative literary and cultural texts through the use of various supplementary learning media and materials. Upon completion, students should be able to communicate spontaneously and accurately with increasing complexity and sophistication. *This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.*

		Class	Lab	Credit
SPI 113	Intro. To Spanish Inter	3	0	3
Prerequisites: None				
Corequisites: None				

This course introduces the field of interpreting, interpretation models, cognitive processes associated with interpretation, professional ethical standards, employment opportunities, and working conditions. Topics include specialized jargon, code of ethics, interpreter assessments/qualifications, and protocol associated with various settings. Upon completion, students should be able to explain the rationale for placement of interpreters and apply ethical standards to a variety of working situations.

SPI 114	Ana Skills Spanish Inter	3	0	3
Prerequisites: None				
Corequisites: None				

This course is designed to improve cognitive processes associated with interpreting, listening, short-term memory, semantic equivalence, visual/auditory processing, thought organization and logic. Emphasis is placed on developing skills necessary to generate equivalent messages between Spanish and English. Upon completion, students should be able to consecutively interpret non-technical, interactive messages between Spanish and English.

SPI 213	Review of Grammar	3	0	3
Prerequisites: None				
Corequisites: None				

This course is designed to review the common elements of Spanish grammar in oral and written form. Emphasis is placed on the fundamental grammatical concepts of the Spanish language. Upon completion, students should be able to demonstrate comprehension and correct usage of specified grammatical concepts in both oral and written form.

		Class	Lab	Credit
SPI 214	Intro to Translation	3	0	3
Prerequisites: None				
Corequisites: None				

This course is designed to improve the quality of Spanish to English and English to Spanish translation. Emphasis is placed on the practice of Spanish to English and English to Spanish translation in a variety of prose styles. Upon completion, students should be able to demonstrate the usage and understanding of the processes involved in translating.

WEB TECHNOLOGIES

WEB 110	Internet/Web Fundamentals	2	2	3
Prerequisites: None				
Corequisites: None				

This course introduces basic markup language, various tools and services of the Internet. Topics include creating web pages, using internet protocols, search engines, file compression/decompression, FTP, email, listservers, and other related topics. Upon completion, students should be able to deploy a website created with basic markup language, retrieve/decompress files, email, FTP, and utilize other internet tools.

WELDING

WLD 110	Cutting Processes	1	3	2
Prerequisites: None				
Corequisites: None				

This course introduces oxy-fuel and plasma-arc cutting systems. Topics include safety, proper equipment setup, and operation of oxy-fuel and plasma arc cutting equipment with emphasis on straight line, curve, and bevel cutting. Upon completion, students should be able to oxy-fuel and plasma-arc cut metals of varying thickness.

		Class	Lab	Credit
WLD 112	Basic Welding Processes	1	3	2
Prerequisites: None				
Corequisites: None				

This course introduces basic welding and cutting. Emphasis is placed on beads applied with gases, mild steel fillers, and electrodes and the capillary action of solder. Upon completion, students should be able to set up welding and oxy-fuel equipment and perform welding, brazing, and soldering processes.

WLD 115	SMAW (Stick) Plate	2	9	5
Prerequisites: None				
Corequisites: None				

This course introduces the shielded metal arc (Stick) welding process. Emphasis is placed on padding, fillet, and groove welds in various positions with SMAW electrodes. Upon completion, students should be able to perform SMAW fillet and groove welds on carbon plate with prescribed electrodes.

WLD 116	SMAW (Stick) Plate/Pipe	1	9	4
Prerequisites: WLD 115				
Corequisites: None				

This course is designed to enhance skills with the shielded metal arc (stick) welding process. Emphasis is placed on advancing manipulative skills with SMAW electrodes on varying joint geometry. Upon completion, students should be able to perform groove welds on carbon steel with prescribed electrodes in the flat, horizontal, vertical, and overhead positions.

WLD 121	GMAW (MIG) FCAW/Plate	2	6	4
Prerequisites: None				
Corequisites: None				

This course introduces metal arc welding and flux core arc welding processes. Topics include equipment setup and fillet and groove welds with emphasis on application of GMAW and FCAW electrodes on carbon steel plate. Upon completion, students should be able to perform fillet welds on carbon steel with prescribed electrodes in the flat, horizontal, and overhead positions.

		Class	Lab	Credit
WLD 122	GMAW (MIG) Plate/Pipe	1	6	3
Prerequisites: WLD 121				
Corequisites: None				

This course is designed to enhance skills with the gas metal arc (MIG) welding process. Emphasis is placed on advancing skills with the GMAW process making groove welds on carbon steel plate and pipe in various positions. Upon completion, students should be able to perform groove welds with prescribed electrodes on various joint geometry.

WLD 131	GTAW (TIG) Plate	2	6	4
Prerequisites: None				
Corequisites: None				

This course introduces the gas tungsten arc (TIG) welding process. Topics include correct selection of tungsten, polarity, gas and proper filler rod with emphasis placed on safety, equipment setup, and welding techniques. Upon completion, students should be able to perform GTAW fillet and groove welds with various electrodes and filler materials.

WLD 132	GTAW (TIG) Plate/Pipe	1	6	3
Prerequisites: WLD 131				
Corequisites: None				

This course is designed to enhance skills with the gas tungsten arc (TIG) welding process. Topics include setup, joint preparation, and electrode selection with emphasis on manipulative skills in all welding positions on plate and pipe. Upon completion, students should be able to perform GTAW welds with prescribed electrodes and filler materials on various joint geometry.

WLD 141	Symbols & Specifications	2	2	3
Prerequisites: None				
Corequisites: None				

This course introduces the basic symbols and specifications used in welding. Emphasis is placed on interpretation of lines, notes, welding symbols, and specifications. Upon completion, students should be able to read and interpret symbols and specifications commonly used in welding.

		Class	Lab	Credit
WLD 145	Thermoplastic Welding	1	3	2
Prerequisites: None				
Corequisites: None				

This course introduces the thermoplastic welding processes and materials identification. Topics include filler material selection, identification, joint design, and equipment setup with emphasis on bead types and applications. Upon completion, students should be able to perform fillet and groove welds using thermoplastic materials.

WLD 151	Fabrication I	2	6	4
Prerequisites: None				
Corequisites: None				

This course introduces the basic principles of fabrication. Emphasis is placed on safety, measurement, layout techniques, and the use of fabrication tools and equipment. Upon completion, students should be able to perform layout activities and operate various fabrication and material handling equipment.

WLD 215	SMAW (Stick) Pipe	1	9	4
Prerequisites: WLD 115 or WLD 116				
Corequisites: None				

This course covers the knowledge and skills that apply to welding pipe. Topics include pipe positions, joint geometry, and preparation with emphasis placed on bead application, profile, and discontinuities. Upon completion, students should be able to perform SMAW welds to applicable codes on carbon steel pipe with prescribed electrodes in various positions.

WLD 221	GMAW (MIG) Pipe	1	6	3
Prerequisites: WLD 122				
Corequisites: None				

This course covers the knowledge and skills that apply to welding pipe. Topics include pipe positions, joint geometry, and preparation with emphasis placed on bead application, profile, and discontinuities. Upon completion, students should be able to perform GMAW welds to applicable codes on pipe with prescribed electrodes in various positions.

		Class	Lab	Credit
WLD 261	Certification Practices	1	3	2
Prerequisites: WLD 115 and WLD 121 and WLD 131				
Corequisites: None				

This course covers certification requirements for industrial welding processes. Topics include techniques and certification requirements for prequalified joint geometry. Upon completion, students should be able to perform welds on carbon steel plate and/or pipe according to applicable codes.

WLD 262	Inspection & Testing	2	2	3
Prerequisites: None				
Corequisites: None				

This course introduces destructive and non-destructive testing methods. Emphasis is placed on safety, types and methods of testing, and the use of testing equipment and materials. Upon completion, students should be able to understand and/or perform a variety of destructive and non-destructive testing processes.