

A college degree? I'm all over it, bro. I mean, it's an investment in your future, right? A college grad earns \$1,000,000 more over the course of a lifetime than a guy who settles for a high-school diploma. So, yeah. Duh. Whatever decision you're making is right. It's your choice. A college degree buys you more freedom than you can imagine.



Catalog 2010/2011



Thanks for your interest in Pikes Peak Community College.

From start to finish this catalog will be your guidebook. It contains everything you need to know about PPCC.

If you would like to know more about the College or would like a tour of any of our campuses, just give our Enrollment Services Center a call at 540-PPCC (7722) or toll free at 866-411-PPCC.

Locations

Centennial Campus

5675 South Academy Boulevard
Colorado Springs, CO 80906

Downtown Studio Campus

100 West Pikes Peak Avenue
Colorado Springs, CO 80903

Rampart Range Campus

11195 Highway 83
Colorado Springs, CO 80921

Falcon Campus

11990 Swingline Road
Falcon, CO 80831

Other Colorado Sites

Fort Carson.....	719-502-4200
Peterson Air Force Base	719-502-4300
U.S. Air Force Academy	719-510-6517

719-502-2000 or

800-456-6847

719-502-3333 TTY [for hearing impaired]

www.pgcc.edu

Dear Students:

Welcome to Pikes Peak Community College! Congratulations on your decision to take your life to the next level by furthering your education, and on your excellent choice of PPCC to help you get there. We are committed to your success, and we put our focus on providing you with the highest quality education available.

In spite of tough economic times, PPCC is a financially sound and thriving institution. In fact, prudent planning combined with cost saving methods and strategic planning for future growth has made it possible for the College to continue to improve our facilities and programs to better serve you. During this past year, we added a new EMS SIM lab and a new Nursing lab, brought Fine Arts programs to Rampart Range Campus, renovated the Culinary Arts kitchens, and added 10 new classrooms at the Rampart Center.

We have some exciting changes underway this coming year as well, including a major renovation and upgrade of the science labs at Centennial Campus and Rampart Range Campus, moving and redesigning the Centennial Bookstore using environmentally sound, sustainable materials and green technology, and opening up space to create badly-needed classrooms at Centennial at the same time.

PPCC is a great place to get a top-notch education. Our curriculum meets rigorous criteria for excellence established by the Higher Learning Commission, which means that transfer of our general education classes to four-year colleges and universities is guaranteed. 100% of our Arts and Sciences courses are taught by qualified faculty with a Master's Degree or Doctorate, and our career and technical courses are taught by fully credentialed faculty with extensive field experience in their industry.

Be sure to check out the many support services available to you, including personal faculty advising, peer and group tutoring, Math Labs, Library research assistance, Writing Centers, and Student Success Workshops, as well as the many activities, clubs, academic organizations, art exhibits, dance presentations, athletics and cultural events that can give you an outstanding college experience.

It is our aim to provide you with the solid education you need to achieve your academic goals, and to give you the tools necessary to create the kind of life for yourself and your family that you envision. Best wishes for a great year!



Respectfully,

A handwritten signature in black ink that reads "Anthony G. Kinkel". The signature is written in a cursive style with a large, looping flourish at the end of the name.

Anthony G. (Tony) Kinkel, Ed.D.
President

8 Easy Steps to Registration

It's As Easy As One...Two...Well, You Get The Idea.

IMPORTANT: Every student who receives public benefits MUST prove their lawful presence in the United States. There are three ways this can be done:

1. by signing up and being verified by the Colorado Opportunity Fund (COF),
2. by verifying citizenship through the financial aid application process,
3. or through the affidavit process.

See Colorado House Bill 1023, pg. 15.

1. COLLEGE OPPORTUNITY FUND (COF).

Colorado has changed the way it funds Higher Education. To qualify for affordable in-state tuition, you must sign up for the College Opportunity Fund. It's an easy one-time thing. Just go to www.collegeincolorado.org, and you can sign up in minutes. Don't have a computer? All of our Enrollment Services Centers have computers set up for your convenience.

IMPORTANT: If you don't have a Colorado driver's license or a Colorado ID you may not qualify. See pgs. 6 & 14 for more details.

2. APPLY.

It's simple. Go online to www.ppcc.edu, follow the instructions, and click "Prospective Student." No fuss, no muss, no messy cleanup. You can also fill out a printed copy and send it in – there's one in the back of this Catalog, or you can pick one up at any PPCC location. Admission is open to anyone 17 or older, and the best part is, there's no fee. Got questions? Call 719-540-PPCC.

3. FINANCIAL AID.

Getting help is easier than you think. The trick is getting your paperwork in early. All it takes to apply for financial aid, including grants, loans, scholarships and work study programs, is a single application form. But the earlier you get your application in, the better your chances to be considered for all available sources of financial assistance. So get started today at www.fafsa.ed.gov. For more information, contact a Financial Aid Advisor in Enrollment Services at 719-540-PPCC.

4. PLACEMENT.

This is one test everybody faces. It's a quick evaluation of your basic skills that helps your advisor, and you, know where your college education should start. If you have ACT or SAT scores already, or if you've taken college classes before, you might not need a placement test. But to be on the safe side, contact the Testing Center at 719-502-3370.

5. ORIENTATION.

Sound familiar? Here's where you learn all about the programs, services, and other resources that'll help you succeed on campus. All students are encouraged to participate. If you are seeking an AA or AS degree, you are required to attend an orientation before you register. Because we schedule our orientation sessions for specific times and places, reservations are a must. Call 719-540-PPCC for your best availability. Orientation is also available online at www.ppcc.edu/orientation.

6. CAREER PLANNING & ADVISING.

And now for the big question: "Why are you here?" Come to Career Planning & Advising for help figuring out your career goals and mapping them to the PPCC academic plan that fits you best. Check out career counseling to learn about your career options, and then get help with choosing your classes. If you're a new student enrolled in a degree/certificate program, you'll also be assigned your personal faculty program advisor. He or she can be your new best friend as you head toward graduation – they know all the ins and outs of your major, and will help guide your choice of classes in future semesters. For more information, call 719-502-3232.

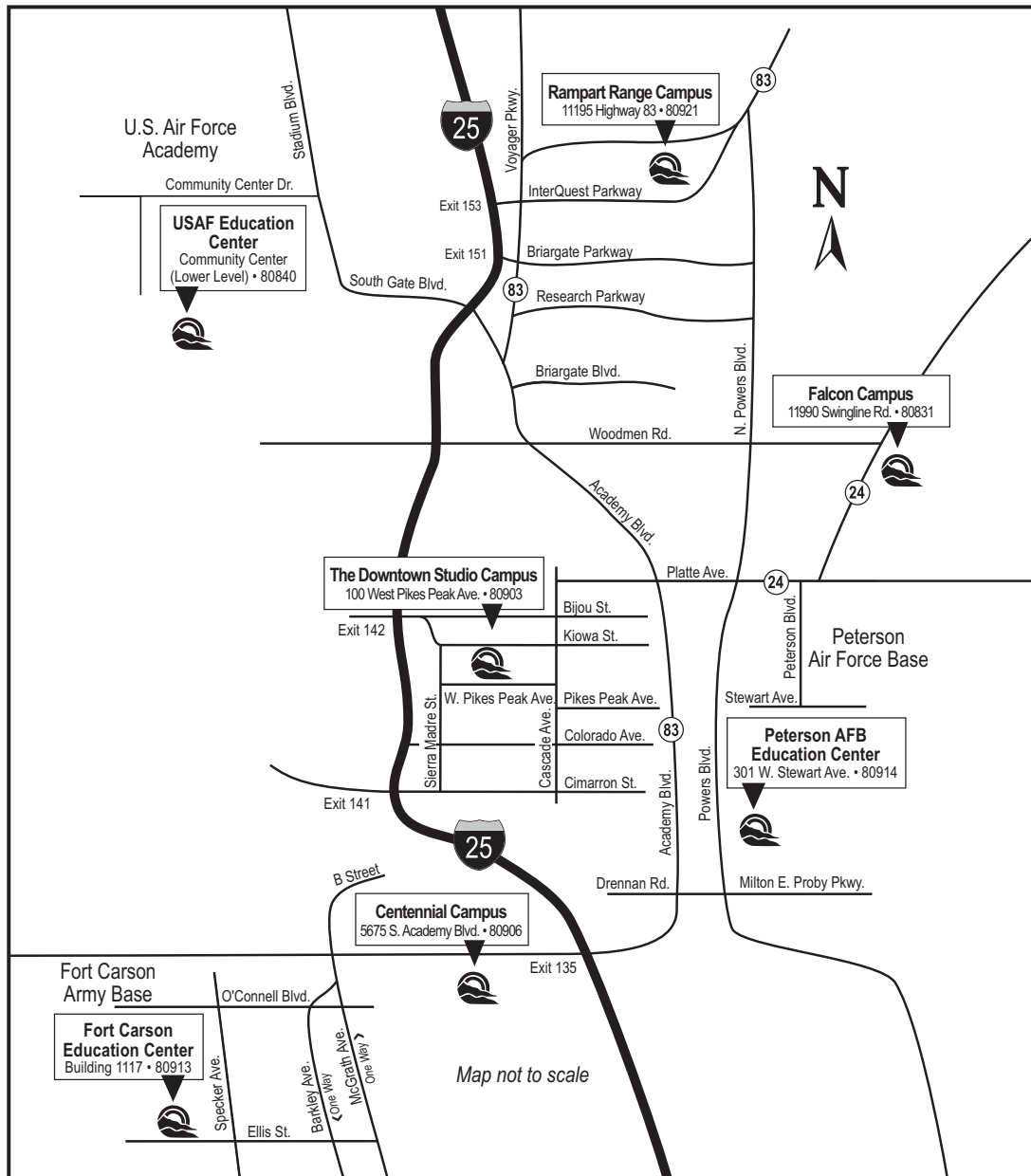
7. REGISTER.

Your application's on file, you've completed your placement test, and you've spoken to an advisor at the Career Planning & Advising Center. What's next? Registration! To register, visit us online at www.ppcc.edu, or stop by any campus location. Questions? Call 719-540-PPCC.

8. PAY.

Financing your future. When the only thing standing between you and a college degree is your wallet, you'll be surprised how good it feels to write out your first tuition check and complete your registration. Payments may be made by check, money order, or credit card, and you can pay in person or online. For information, call 719-502-2444.

Convenient Locations



Pikes Peak Community College has four full-service campuses to serve the north, central, south and east areas of the city. Each offers a full array of academic programs, and enrollment and student services. Rampart Range Campus houses health profession educational programs. The Downtown Studio Campus is a center for the fine arts and dance. Centennial

Campus offers all academic disciplines as well as the occupational and technical programs. Falcon, the newest campus, offers complete Associate of Arts and AA Business Transfer degrees onsite, general education courses, career training and courses for personal enrichment. PPCC also has branch locations at three military education centers.



719.540.PPCC or 719.502.2000
866.411.PPCC toll free
ppcc.edu

**IT'S YOUR LIFE.
MAKE IT COUNT.**

Contents

Campus Maps	4
All About PPCC	7
Getting Started (Admission).....	11
Academic Standards (Policies).....	17
Student Conduct	22
Services for Students	31
Services for the Community.....	39
Educational Programs	41
Degree and Programs Requirements	47
Course Descriptions	121
College Administrative Staff.....	217
Faculty and Staff	218
Campus Directory	227
Index	229

On the cover

We are pleased to feature photos of PPCC students on the covers of this year's Catalog. PPCC has a diverse and vibrant student population, coming from all backgrounds and walks of life, who have made PPCC their place to grow, explore, learn, and improve their lives through education.

Accreditation

The College is accredited by The Higher Learning Commission and is a member of the North Central Association, 30 North LaSalle Street, Suite 2400, Chicago, IL 60602-2504, (312) 263-0456.

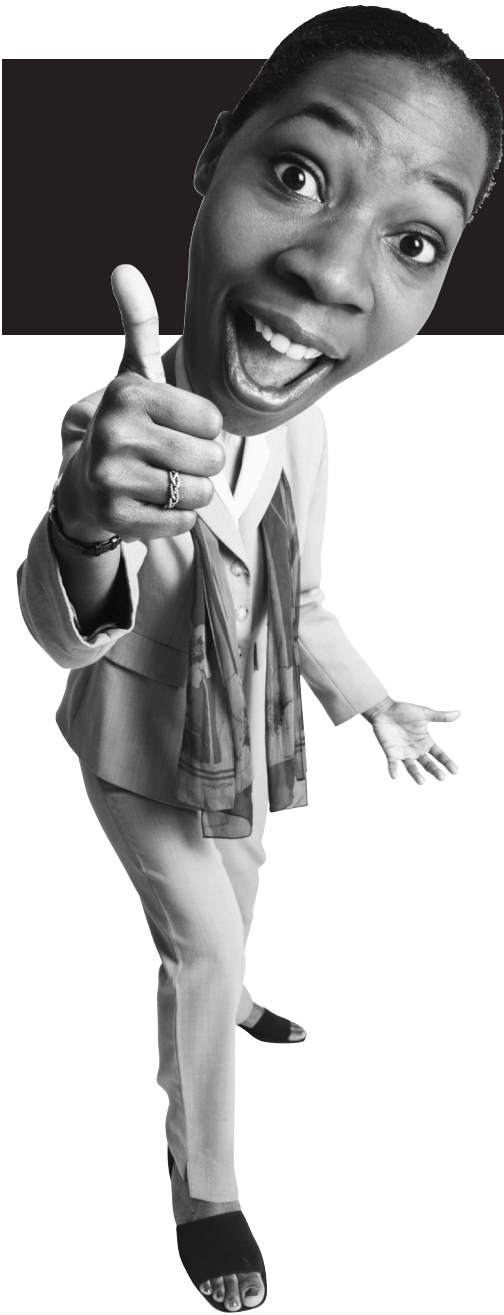
Changes

Catalog information is subject to change without notice. Published changes, including courses and programs approved after the catalog deadline, are available in the Enrollment Services Centers at all campuses and on the PPCC website. This catalog takes effect at the beginning of summer registration.

Nondiscrimination Statement



Pikes Peak Community College does not unlawfully discriminate on the basis of race, color, creed, national origin or ancestry, sex, veteran status, age, disability, or sexual orientation in its employment or admissions to, access to, or treatment of persons in its educational programs or activities. Pursuant to Title VII of the Civil Rights Act of 1964 (Title VII), Section 504 of the Rehabilitation Act of 1973 (Section 504), the Americans with Disabilities Act of 1990 (ADA), the ADA Amendment Act of 2008 (ADAAA) and Age Discrimination in Employment Act of 1967 (ADEA), the college has established grievance procedures for its employees and/or job applicants. Specific complaints of alleged discrimination under Section 504 or the ADA (disability or veteran status) or Title VII (sex, race, national origin, or sexual harassment) or ADEA (age) should be referred to the Executive Director of Human Resource Services, 5675 South Academy Boulevard, Room C-202, Colorado Springs, Colorado 80906; (719) 502-2003; or the Colorado Community College System Office, 9101 East Lowry Blvd., Denver, CO 80230, (303) 620-4000; or the Colorado Civil Rights Division, Colorado Springs, CO, (719) 633-7518; or the U.S. Equal Employment Opportunity Commission, Denver, CO, 1-800-669-4000 (Voice) or 1-800-669-6820 (TTY); or U.S. Department of Education, Denver, CO, 303-844-5695.



Colorado Residents Apply Now for the **FREE** College Opportunity Fund

You will save \$68 per semester credit hour when you sign up.

What is it? The College Opportunity Fund or “stipend” is money that the state has set aside to invest in your education. In the past, the state gave this money directly to the colleges. Now, you sign up, and then when you register for classes, you authorize the stipend to be paid by the state on your behalf. The stipend will go directly to the Colorado public or participating private college or university you have chosen to attend.

What if you don't apply? If you don't apply, then you'll pay \$68 more per credit hour on your tuition. The College Opportunity Fund means you pay approximately half the actual cost of your in-state tuition out of pocket. The state pays the rest.

Who is eligible for COF? Qualified Colorado residents.

How much is the stipend? It will vary. The amount will be determined each year by the Colorado Legislature. Currently it is \$68 per semester credit hour for undergraduate students attending a public college or university. That comes to \$2,040 per year for two semesters of 15 credit hours each. Students at private colleges must be Pell-eligible. Funding for private colleges varies.

USE IT, OR LOSE IT. If you don't sign up, you won't get the benefits.



Apply today at PPCC.edu/COF

**For more information, call 540-PPCC
or toll-free 866-411-PPCC
719-502-3333 TTY (hearing impaired only)**

All About PPCC

History of the College	8
Vision Statement	8
Mission Statement	8
Required Disclosures.....	8
Transfer Programs	8
Career and Technical Education Programs	8
Locations and Facilities	8
Come See Us	8
Use of College Facilities	8
College Calendar	10

DON'T RUN WITH SCISSORS

& MORE GOOD ADVICE FROM YOUR CAMPUS PUBLIC SAFETY DEPARTMENT



TRAFFIC LAWS

The speed limit on campus is 25 mph, 15 mph near our day care centers, and 10 mph in the parking lots. Please obey our traffic laws.

PARKING

- Parking decals are not required on our campuses.
- *Centennial Campus*: In A Lot, the meters and visitor parking is restricted to short-term parking only, and are not suitable for student parking while attending classes.
- *Downtown Studio Campus*: Student parking at the Downtown Studio Campus is provided by the Antlers Garage. Please validate your parking stubs at Campus Life.

CAMPUS ALERTS

Register to be notified via text message, email, or cell phone of campus emergencies. Go to www.ppcc.edu/alert

SMOKING

Smoking on our campuses is permitted in designated locations only. Be sure to look for the signs to avoid a citation.

WEAPONS

Weapons of any kind are not permitted on our campuses. See Public Safety for any exceptions.

OUR POLICE OFFICERS

Our officers are "real police" and are available to help you with all your public safety needs, including: Reporting Crimes, Lost and Found, Vehicle Accidents, Campus Safety Escorts.



PPCC Department of Public Safety
Office: 502-2900
Emergency Only: 502-2911
ppcc.edu/about-ppcc/public-safety

All About PPCC

History of the College

Pikes Peak Community College was established by a legislative act in 1968 and was then called El Paso Community College. When the College opened its doors in September, 1969, more than 800 students attended classes in rented buildings in Old Colorado City on the west side of town. Enrollment grew rapidly, and the need for permanent facilities soon became apparent. The full-service Centennial Campus was built at the south end of Colorado Springs in 1978. In that same year, the name of the College was officially changed to Pikes Peak Community College.

The Pikes Peak Region has experienced significant population growth during the last several decades, driving the community need for expanded educational services. This demand resulted in the opening of the Downtown Studio Campus in central Colorado Springs in 1986, the Rampart Range Campus in the north end of the city in 1998, and the Falcon Campus in 2008.

Today, PPCC has grown and expanded to become the largest postsecondary educational institution in Colorado Springs and offers the most widely accessible and affordable education in the region. Serving the residents of El Paso, Teller, and Elbert Counties, PPCC offers more than 125 programs of study in transfer liberal arts and sciences areas and career and technical training.

Currently, Pikes Peak Community College helps over 16,000 people each year begin their education, advance their careers, and enrich their lives.

Vision Statement

Pikes Peak Community College will prepare learners to succeed in the 21st century through accessible, innovative higher education.

Mission Statement

Our mission is to provide high quality educational opportunities accessible to all, with a focus on student success and community needs, including

- occupational programs for youth and adults in career and technical fields,
- two-year transfer educational programs to qualify students for admission to the junior year at other colleges and universities, and
- a broad range of personal, career, and technical education for adults.

Required Disclosures

The College is required to disclose, on a yearly basis, certain types of information to all prospective and current students. These items include

- the Security Report available on page 30
- the consequences of drug and alcohol violations listed on page 26
- the manner in which the College calculates refunds and repayments listed on page 15 and as stated in the Financial Aid Handbook available in the Enrollment Services Centers or online at www.pcc.edu.
- the graduation rates for the College are available by request through the Office of Strategy Management at 719-502-2023.

Transfer Programs

Students can complete the first two years of a four-year bachelor's degree at Pikes Peak Community College and then transfer to a four-year public institution as a junior by adhering to the Colorado Community College System's 60+60 Bachelor's Degree Transfer Program. Additionally, Pikes Peak Community College has transfer agreements with a variety of private four-year institutions. Students should consult with their faculty advisors during their first semester or as early as possible for detailed information about transfer.

Career and Technical Education Programs

Career and technical education programs can help students get a job, change careers, or improve current job skills. The career and technical programs at Pikes Peak Community College teach the skills needed to work in a business, technical, industrial, service, or health career. Our programs offer curriculum and facilities that simulate the workplace. Depending on the program and the level of training, students may choose a two-year Associate of Applied Science degree or a Certificate of Achievement that can be earned in less than two years.

Locations and Facilities

To make a college education accessible and convenient to everyone, Pikes Peak Community College has established four full-service campuses in Colorado Springs. The Centennial, Downtown Studio, Rampart Range and Falcon Campuses provide educational services to the south, central, north and north east areas of the city.

Each full-service campus is a one-stop center for students, and includes an Enrollment Services Center, providing admissions, financial aid, records, veterans affairs, and cashier services. Services include a bookstore, library services, student life, student government offices and a Testing Center. Additionally, each campus provides Student Support Services, including student scheduling and academic advising, Learning Assistance Center/Tutoring, career services, and services for students with disabilities. Public bus service reaches the Downtown and Centennial campuses from all parts of the city. There is currently no bus service to Rampart Range or Falcon Campus.

Other sites around the region include education centers at Fort Carson, Peterson Air Force Base, and the U.S. Air Force Academy.

Come See Us

We welcome visitors to Pikes Peak Community College, and we are happy to show prospective students around our campuses. To arrange for a tour of any of our locations, call us at 719-540-PPCC or toll free at 866-411-PPCC.

Use of College Facilities

Outside groups that want to use a college facility should contact Campus Rentals at Centennial Campus at 719-502-2333. Facilities used by in-house clubs and groups are scheduled on a space-available basis at no charge unless special security or maintenance service is required.

CENTENNIAL CAMPUS

5675 South Academy Boulevard
 Colorado Springs, CO 80906
 719-502-2000, 800-456-6847
 TTY (for hearing impaired) 719-502-3333

The Centennial Campus is a modern and well-equipped facility located in southern Colorado Springs. Transfer, career, and technical programs are offered. The full-service campus offers a complete range of student services, including admissions, advising, bookstore, financial aid, records, testing, veteran's affairs, tutoring, disabled student services, and career services.

The Centennial Campus provides a library, theatre, lecture halls, videoconference center, writing center, computer laboratories, language and culture lab, child development center, meeting and conference rooms, distance learning classroom, and science, career, and technical laboratories. Sports and recreation facilities include a gymnasium, fitness center, tennis courts, soccer field, and running track. The Campus Center houses the Campus Life Office, Student Government, the Grove, meeting rooms and more.

Convenient parking is available to students, employees, and visitors in lots B, C, D, and E. Handicapped parking is reserved near most building entrances, including special spaces for wheelchair access. Parking Lot A has parking meters for people on short-term business at the College. Public bus service comes to the Centennial Campus from all parts of the city. The Centennial Campus is fully accessible to persons with disabilities, including those with wheelchairs. Special assistance is available through the Office of Accommodative Services and Instructional Support (OASIS) by calling 719-502-3333.

DOWNTOWN STUDIO CAMPUS

100 West Pikes Peak Avenue
 Colorado Springs, CO 80903

The Downtown Studio Campus of PPCC has a convenient, central location in the heart of downtown Colorado Springs. It is located minutes away from the Bijou Exit (142) off I-25. The Downtown Studio Campus is a full-service facility, providing admissions, advising, bookstore, cashier, career services, financial aid, records, registration, testing, tutoring, campus life and activities, and other services for students. The Downtown Studio Campus includes art and dance studios, an art gallery, a performance area, and music practice studios.

The Downtown Studio Campus offers courses leading to Associate of Arts, Associate of Science, Associate of General Studies, and some Associate of Applied Science degrees. The Paralegal/Legal Assistant, Interior Design, Architecture, Music and Dance Programs make their home at the Downtown Studio Campus. Courses are conveniently scheduled from 8 a.m. to 10 p.m. Monday through Friday and from 8:30 a.m. to 4 p.m. on Saturday.

The Gallery at the Downtown Studio Campus is a free, public art gallery that features works in all media created primarily by artists in the Pikes Peak Region. The Gallery places a strong emphasis on presenting multicultural and multimedia exhibits. Opening receptions are held for each exhibit during which music, dance, or poetry readings frequently enhance the themes of the exhibits. Other events are open to the public at a nominal admission charge.

Convenient parking is available during class hours on the third level (P3) in the Palmer Center Garage. The garage's entrance is just across the street from the Downtown Studio Campus beneath the Antlers Hilton Hotel. Campus users validate parking on campus in the Student Commons area (first floor, north building). Parking is also available at metered spaces on the street.

RAMPART RANGE CAMPUS

11195 Highway 83
 Colorado Springs, CO 80921

The Rampart Range Campus is conveniently located in northern Colorado Springs. The campus provides easy access via the InterQuest Parkway Exit (153) off I-25.

A full array of support services and programs is available to students, including admissions, bookstore, career services, cashier, accommodative services and instructional support, financial aid, food services, library, new student scheduling center, placement testing, records, student government, child development center, and campus life and activities.

The Rampart Range Campus offers courses leading to Associate of Arts, Associate of Science, Associate of General Studies, and Associate of Applied Science degrees.

It offers the latest in advanced learning technology. Many classrooms are equipped with student and faculty computers, multimedia presentation capabilities, VCRs, computerized projection units, and digitized white boards. Computerized lab equipment, a CD ROM library, and a fiber optic network are part of the instructional technology offered at this campus.

Convenient parking is available at Rampart Range Campus. The Rampart Range Campus is a fully accessible facility. Handicapped parking is reserved near most building entrances, including special spaces for wheelchair access.

FALCON CAMPUS

11990 Swingline Road
 Falcon, CO 80831

Falcon Campus, the newest full-service campus of Pikes Peak Community College, first opened its doors for Fall semester, 2008, to serve the growing population in the northeast region and the eastern plains. Falcon Campus has a friendly, community atmosphere with small classes, flexible schedules, and a dual credit program for high school students.

The Falcon Campus offers a full array of Enrollment Services, including admissions, financial aid, records and Veterans affairs, as well as a Career Planning and Advising Center, Testing Center, cashier, and Public Safety. A variety of newly-renovated classrooms, computer and science labs and faculty offices round out the facility.

More than 135 classes are offered at the Falcon Campus, including arts and sciences transfer courses and career tech programs. Students can earn a complete Associate of Arts or Associate of Science degree on-site. The Natural Resource Technology and Equine Science programs are headquartered at Falcon. Physical Education courses may include mountain biking, fly fishing, scuba diving, rock climbing, hiking, mountaineering, and wilderness survival skills.

The PPCC Falcon Campus is housed in the former Falcon Middle School building, and the site is leased from School District 49. The College shares facilities with the Patriot Learning Center, a D49 Charter High School.

MILITARY SITES

Pikes Peak Community College offers a variety of courses and programs at the local military sites. The courses are held at varying dates and times that differ from those of the traditional semester. The military sites include the following:

Fort Carson Education Center

Building 1117, Room 118
Corner of Specker and Ellis
Fort Carson, CO 80913
719-502-4200

Peterson Air Force Base

Education Center
301 West Stewart, Building 1141, Room 112
PAFB, CO 80914
719-502-4300

U.S. Air Force Academy

Education Services Center
Community Center Library
5136 Red Tail Drive
USAFA, CO 80840
719-510-6517

College Calendar

Summer 2010

Standard Session (10 weeks)

April	12	M	Early Registration Begins
April	19	M	Registration Begins
May	31	M	Closed–Holiday
June	1	T	Classes Begin
July	3–5	SUM	Closed–Holiday
August	8	U	Classes End

Bi-semesters (5 weeks)

June	1	T	Classes Begin
July	2	F	Classes End
July	3–5	SUM	Classes Begin
July	5	T	Closed–Holiday
August	8	U	Classes End

Fall 2010

Standard Session (15 weeks + optional make-up/finals)

April	12	M	Early Registration Begins
April	19	M	Registration Begins
August	23	M	Classes Begin
September	6	M	Closed–Holiday
September	7	T	Open–No Classes
November	24	W	Open–No Classes
November	25	R	Closed–Holiday
November	26–28	FSU	Open–No Classes
December	12	U	Classes End
December	13–15	MTW	Optional Make-Up/Finals
December	25–Jan. 3		Campus Closed–Holidays

Bi-semesters (7 1/2 weeks)

August	23	M	Classes Begin
October	15	F	Classes End
October	18	M	Classes Begin
December	12	U	Classes End

Tri-semesters (5 weeks)

August	23	M	Classes Begin
September	28	T	Classes End
September	29	W	Classes Begin
October	2	T	Classes End
October	3	W	Classes Begin
December	12	U	Classes End

Spring 2011

Standard Session (15 weeks + optional make-up/finals)

November	15, 2010		Early Registration Begins
November	22, 2010		Registration Begins
December	25–Jan. 3		Closed–Holiday
January	24	M	Classes Begin
March	21–27		Open–No Classes (Spring Break)
May	15	U	Classes End
May	16–18	WRF	Optional Make-Up/Finals
May	21	S	Graduation Ceremony

Bi-semesters (7 1/2 weeks)

January	24	M	Classes Begin
March	16	W	Classes End
March	17	R	Classes Begin
May	15	U	Classes End

Tri-semesters (5 weeks)

January	24	M	Classes Begin
February	27	U	Classes End
February	28	M	Classes Begin
April	10	U	Classes End
April	11	M	Classes Begin
May	15	U	Classes End

Getting Started

Getting Started

Class Schedule.....	12
New Students.....	12
Readmit Students	12
Transfer Students to PPCC	12
International Students.....	12
Placement Testing.....	12
Career Planning and Advising	14
Registration	14

Tuition and Fees

Tuition	14
College Opportunity Fund.....	14
Tuition and Fees	14
Student Activity Fees.....	15
Residency Classification Appeals	15
Proof of Lawful Presence	15
Refunds/Adjustments.....	15
Books	15

Financial Aid

Hope Tax Credit	16
Programs.....	16
Scholarships	16
Grants	16
Loans.....	16
Employment Opportunities.....	16

Getting Started

We believe that everyone who is able to successfully complete courses should have a chance to attend college.

Prospective students who are at least 17 years old or have a high school diploma, a GED (High School Equivalency Diploma), or a college degree will, in most cases, be automatically admitted to PPCC.

However, admission to the College does not guarantee admission into a desired program. Some programs are limited to a certain number of students each semester. We have a priority system so that program applicants are selected impartially.

Class Schedule

Our class schedule is published every semester. It lists the time and location for each course. Fall and spring terms are 15 weeks long and may include finals week in some areas. The summer term is 10 weeks long.

To provide more flexibility, we offer some classes for 5-week, 7½ week, or other scheduling options. Open-entry/open-exit sections allow students to enter and complete the course at their own pace. Distance learning (Internet or interactive television) sections offer flexible scheduling options for students.

Class schedule information may change without notice. A list of new courses and changes is available from the Enrollment Services Centers or the Career Planning and Advising Centers and on the PPCC website at www.ppcc.edu.

New Students

The first step toward enrollment is to complete the College Opportunity Fund application, available online at www.CollegeinColorado.org. This application ensures that resident students receive the State higher education stipend. Failure to register will result in higher tuition costs for the resident student.

The next step is to complete an application for admission. Potential students are encouraged to apply online at www.ppcc.edu. A paper application is available on page 231 of this catalog. Students should apply early to get the best possible start in college.

Readmit Students

Students who have been enrolled at Pikes Peak Community College before but have not attended for two or more semesters, including summer, must re-submit an Application for Admission.

Transfer Students to PPCC

To transfer credits from another college, students must request that an official transcript be sent for evaluation to the Enrollment Services Centers at PPCC from their prior institution. Request forms are available from the Enrollment Services Centers. (See Academic Standards, page 17.)

International (F1) or Vocational (M1) Students

Anyone may attend Pikes Peak Community College regardless of immigration status. PPCC defines an International Student as anyone who will attend with or apply for an F1 or M1 student visa. Students with F1 or M1 visas should download the application and the Affidavit of Support from www.ppcc.edu or apply in person at the Enrollment Services Center on the Centennial Campus.

Prior to applying for the F1 or M1 visa, international students must submit the following information:

- Proof of financial ability to pay all expenses associated with attending school full time for 12 months
- Proof of high school completion
- Transcripts from college courses taken in the United States
- Demonstrate English proficiency by submitting a TOEFL score or equivalent. Transfer students who have completed English I and II with a B or better do not need a TOEFL score.

A minimum TOEFL score of 450 (paper test) or 45 (Internet based test) is necessary for admission to Pikes Peak Community College. Students scoring between 450-550 (paper test) or 45-79 (Internet based test) will see an English as a Second Language (ESL) advisor upon arrival at PPCC. Students may need ESL classes before enrolling in an academic program. Please contact the English Language Institute (ELI) office at 719-502-3535 for more information regarding ESL courses.

All international students take an English assessment prior to registration regardless of TOEFL score. Please call 719-502-2035 for more information about the admissions process. Application deadlines are:

Summer Semester – April 15

Fall Semester – July 15

Spring Semester – December 1

Placement Testing

Determining the appropriate level of academic coursework is mandatory in Colorado; therefore, taking a college skills placement test is required of all

- First-time, degree-seeking undergraduates
- Non-degree seeking undergraduates who change to degree-seeking status; and
- Non-degree seeking first-time undergraduates who have graduated from a Colorado public or private high school (or its equivalent) during the previous academic year.
- Students who have completed a college-level transfer mathematics and college-level transfer writing courses or a remedial course (if required) in mathematics, writing, and reading are exempt from assessment. Other students exempted from assessment include those who:
 - Earned a baccalaureate degree; or
 - Earned a transfer-oriented associate degree (i.e., AA or AS); excludes AGS and AAS graduates; or
 - Are pursuing a vocational certificate. (Institutions may be more stringent and require assessment of certificate-seekers); or
 - Are a concurrently enrolled high school student until they are matriculated by the institution as a degree-seeking undergraduate; or
 - Are non-degree seeking undergraduates (unless recent high school graduates referenced above) until they become degree-seeking.

Students will be tested on Reading, Math, and Writing Skills. The PPCC Testing Centers are located in A-117 at Centennial Campus, S-101 at Rampart Range Campus, room S-102 at the Downtown Studio Campus, and room 119 at the Falcon Campus. College skills placement tests may be taken during Testing Center hours on a walk-in basis at any of the campus locations above, as well as Ft. Carson, Bldg. 1117 and Peterson AFB, Bldg. 1141. Test results have no effect on acceptance to PPCC. College skills placement test scores will be available a few minutes after the tests are completed so that students can take them to the Career Planning and Advising Center for assistance in selecting classes.

Since placement into basic skills instruction is now mandatory in Colorado, the placement test is very important. We advise students to review English, math, and reading with materials available in the Library and the Testing Center before taking the test. Please read the directions carefully and do your very best work when taking the test.

All new students entering the English Language Institute (ELI) must take a placement test. This test will place new students into one of three levels; basic, intermediate, or advanced. The test is available on computer at all campuses. ELI students should call 719-502-3535 for further information.

Accommodations are available for students with documented disabilities.

The Ability to Benefit test (ACCUPLACER) is for individuals who have neither a High School Diploma nor their High School Equivalency Diploma and are requesting Financial Aid. These ACCUPLACER scores

must be evaluated by the Testing Center. If an individual does not pass all three sections, the complete test must be retaken. It is not an option to test individual sections.

There is a fee to retake any section of the placement test. You must have a valid photo ID to test. Testing hours are Monday and Tuesday, 8 a.m. to 4 p.m.; Wednesday, Thursday, Friday, 8 a.m. to 3 p.m.

If you do not place into a class, you can retake the placement test (fee required). A list of websites is available at any Testing Center. You may also choose to go to the Learning Assistance Center at Centennial Campus or the Library at either Downtown Studio or Rampart Range Campus to prepare for the test.

Please call any of the Testing Centers for additional information: Centennial Campus Testing Center, 719-502-3370; Rampart Range Campus Testing Center, 719-502-3380; Downtown Studio Campus Testing Center, 719-502-3390; or Falcon Campus Testing Center, 719-502-3817.

Community Colleges of Colorado

Basic Skills Assessment Matrix Reading, English, & Mathematics Courses

Please note that the remedial math classes have been restructured. MAT 075 should be taken in place of MAT 030 and 060, MAT 076 is a new class intended to be a prerequisite for MAT 120 ONLY, and MAT 077 has replaced MAT 099. MAT 030, MAT 060, and MAT 090 will continue to be offered. Please see your advisor for more information.

Reading Courses	ACCUPLACER READING COMPREHENSION	REQUIRED COURSES
	0 – 24	Refer to literacy or adult basic ed program
	25 – 39	REA 030 Basic Reading Skills
	40 – 61	REA 060 Foundations of Reading
	62 – 79	REA 090 College Preparatory Reading
	80 – 120	No Basic Skills Placement

ACT READING SCORE OF 17 OR SAT VERBAL SCORE OF 430 PLACES IN COLLEGE LEVEL

English Courses	ACCUPLACER SENTENCE SKILLS	REQUIRED COURSES
	0 – 24	Refer to literacy or adult basic ed program
	25 – 49	ENG 030 Basic Writing Skills
	50 – 69	ENG 060 Writing Fundamentals
	70 – 94	ENG 090 Basic Composition
	95 – 120	ENG 121 English Composition I ENG 131 Technical Writing

ACT ENGLISH SCORE OF 18 OR SAT VERBAL SCORE OF 440 PLACES INTO ENG 121

Math Courses	ACCUPLACER MATH TESTS	ACT SCORE	REQUIRED COURSE
	0 – 23		Refer to literacy or adult basic ed program
	24 – 56 (AR)		MAT 030 Fundamentals of Math or MAT 075 Selected Topics: Pre-Algebra with Basic Mathematics
	57 – Above (AR)		MAT 060 Pre-Algebra or MAT 075 Selected Topics: Pre-Algebra with Basic Mathematics
	45 – 60 (EA) If EA < 45 use AR		MAT 090 Introductory Algebra
	61 – 84 (EA)		MAT 099 Intermediate Algebra or MAT 077 Selected Topics: Intermediate Algebra
	85 – 120 (EA)	19	MAT 120 Math for Liberal Arts
	85 – 120 (EA)	23	MAT 121 College Algebra
	85 – 120 (EA)	23	MAT 123 Finite Math
	85 – 120 (EA)	21	MAT 135 Intro to Statistics
	85 – 120 (EA)	19	MAT 155 Integrated Math I
	85 – 120 (EA)	19	MAT 156 Integrated Math II

SAT SCORE OF 460 PLACES INTO A COLLEGE-LEVEL MATH COURSE

KEY TO MATH TESTS: AR = Arithmetic EA = Elementary Algebra

Career Planning and Advising Centers

The Career Planning and Advising Centers guide students as they answer the fundamental question, "Why are you here?" Career Planning assists students with clarifying their career goals, choosing the PCC educational program that fits their needs best, and mapping their path for the chosen course of study. Once the course of study is selected, students are helped to choose the appropriate classes that will meet their goals. Advising is required for new students in degree or certificate programs, and is strongly recommended for all other students. Career Planning and Advising services are available at all PCC campuses. First semester advising is done in the Career Planning and Advising centers; advising for continuing students is done by the student's assigned faculty advisor (with services provided by Career Planning and Advising if the faculty advisor is not available). The following services are provided at the centers:

- Career counseling (individual and group) to help with decision-making, goal setting, and choosing a college course of study
- Career assessments to match personal characteristics with occupational options
- Explanation of basic skills (placement test) results, and assistance in selecting classes to resolve any academic deficiencies
- Help in choosing and registering for classes for the first semester of enrollment
- Information on course sequence and prerequisites
- Help in adding or dropping classes
- Assignment of a faculty advisor for guidance in future semesters
- Assistance with changing a course of study or faculty advisor
- Advising on classes when a faculty advisor is not available
- Employment services to help students market themselves and find a job

Registration

After meeting with an advisor and selecting a schedule of classes, the next step is to register. The registration period begins several months before the start of each new semester. Students may register by using the Internet, or on-site at the Centennial, Downtown Studio, Rampart Range, or Falcon Campuses. The class schedule published each semester includes details about how to register. The schedule also explains how to add, drop, or change classes once enrolled. Note that instructors or other College staff are not responsible for dropping you from or changing registration in your classes. A non-refundable registration fee is assessed at the time you register.

Tuition and Fees

Tuition

For tuition purposes, students are considered either in-state or out-of-state when they apply for admission. This practice is governed by Colorado statute. To be entitled to in-state tuition, students must live in Colorado and fulfill specific citizen responsibilities for one full calendar year before they register. Contact the Enrollment Services Centers for more information or see the second page of the Application for Admission form on page 231.

Active Duty Military and their dependents. The Education Services Office on the student's base will certify his or her eligibility by completing the military resident classification "green form." A separate "green form" must be submitted to the Enrollment Services Centers **prior to the census date** each term for which the in-state tuition rate is requested. Failure to submit the form each term will result in loss of in-state tuition. There is no appeal after a term is completed.

Olympic Training Center. Olympic athletes may pay in-state tuition rates. Student status must be verified by the U.S. Olympic Training Center. A separate form must be submitted to the Enrollment Services Centers **prior to the census date** each term for which the in-state tuition rate is requested. The College has no obligation to honor late requests, in which case the student may be held responsible for payment of the non-resident tuition rates.

College Opportunity Fund (COF)

The State of Colorado historically subsidized higher education for in-state students by giving money directly to the colleges. In 2004 the Colorado Legislature enacted a new law establishing the College Opportunity Fund ("COF"). Under this new law, the State gives this money for the subsidy to students by sending it to the institution the student designates. This money, known as the College Opportunity Fund stipend, will be applied to an in-state student's tuition if the student applies for and authorizes the use of the stipend. The college you are attending will receive the money and it will appear as a credit on your tuition bill. Currently the College Opportunity Fund (COF) stipend is estimated to be worth \$68 per credit hour.

Failure to sign up and authorize COF will result in the loss of this stipend. There is no appeal process. To sign up go to www.collegeincolorado.org.

Estimated Per Credit Hour Base Tuition Calculation

Total estimated base in-state tuition	\$156.30
Minus estimated "College Opportunity Fund Stipend"	\$68.00
Student's estimated share of in-state tuition	\$88.30

Tuition and Fees (2009-10)*

Tuition for in-state and out-of-state.

The in-state tuition rate for 2009-10 was \$88.30 per credit hour after COF (see above). The out-of-state tuition rate for 2009-10 was \$393.90 per credit hour.

Student fees.

The student fee rates for 2009-10 were \$7.89 per credit hour plus a \$11.45 registration fee. Other rates, such as those for Distance Education, are available in the current class schedule.

Course fees.

Some courses have extra fees ranging from \$6.05 per credit hour to \$268.00 per course. There are some courses that also have higher tuition rates. Please review the class schedule carefully to fully understand the tuition and fee rates that are charged.

***Tuition and fee rates are set by the State Legislature and Governing Board late in the fiscal year and potential increases for the 2010-11 year are unknown at the time of this printing. Tuition and fee rates for off-campus locations may vary according to operational costs.**

Student Activity Fees

Student fees are legally required of all students. The fees support school activities, concerts, recreation, clubs and organizations, and special events for students. The fees also support Student Government and the Campus Center at the Centennial Campus, student spaces at the Downtown Studio, Rampart Range, and Falcon Campuses, student activities at all campuses, and the Child Development Centers.

Student Government is responsible for allocating their portion of your Student Activity Fees. The Budget Hearing Committee of Student Government meets annually in the spring to hear budget requests from recognized student clubs and organizations and to allocate those monies. Organizations included in this disbursement are Student Government, Student Activities, the Campus Center, recognized clubs who submit a budget request with justification (such as PTK, PBL, BSU, etc), special projects and others. For further information you may contact the Campus Life Office in room A-210 or Student Government in room A-204 at the Centennial Campus.

Part of the student activity fee, the parking bond fee is used to provide and maintain parking areas. A free hang tag for the Downtown Studio Campus parking garage is available for vehicles at the Public Safety Office.

Upon first enrolling at PPCC, students must get a student ID card from the Campus Life Office. This ID is good for the student's entire PPCC career. If lost or stolen, a replacement ID will cost \$10. Students must have a valid ID to use the library and computer labs, to attend student activities, and to verify current student status.

Residency Classification Appeals

Out-of-state students pay higher tuition than in-state students. Students classified as out-of-state who believe that they are in-state may appeal by picking up a "Petition for In-State Tuition Classification" and a copy of the Colorado statute from the Enrollment Services Centers. The petition and required supporting documents must be submitted to the Enrollment Services Centers by the deadline listed in the class schedule. Turning in a petition does not guarantee that residency status will be changed. If the petition is denied, the student must drop classes by the deadline or pay out-of-state tuition and fees.

To challenge the ruling on a petition, students may appeal to the Tuition Classification Review Committee. Ask the Enrollment Services Centers personnel for details.

The general requirements for Colorado residency are as follows:

- 12 months of continuous domicile in the state of Colorado
- Have filed Colorado state income tax returns
- Have a Colorado driver's license

For the entire Colorado policy regarding residency, go to <http://highered.colorado.gov/Finance/Residency/default.html>. All information used to prove Colorado residency must be submitted to the Enrollment Services Center by the first day of class for the full term.

Proof of Lawful Presence

Colorado House Bill 1023 requires all students receiving public benefits (i.e. in-state residency or other reduced tuition rates) to prove their lawful presence in the U.S. Students may **comply by applying for the College Opportunity Fund (COF) or Financial Aid**. Students who choose not to complete these steps must show a Colorado drivers license or Colorado identification card or sign an affidavit in the presence of a PPCC Enrollment Services Center staff member. Failure to comply will result in the loss of the reduced tuition benefits. There is no appeal process once these benefits are lost. For more information go to www.ppcc.edu/current-students/records/hb1023 or stop by any PPCC Enrollment Services Center.

Refunds/Adjustments

To receive a tuition refund, or an adjustment, students must drop class(es) by the deadline listed in the class schedule. No refunds or adjustments will be made after that date except in rare cases. Appeal forms are available in the Enrollment Services Centers or on the Internet. Appeals for past school years cannot be considered. Contract programs may have different refund procedures.

Books

The bookstores at Centennial, the Downtown Studio, and the Rampart Range Campuses stock books and supplies needed for courses offered at that campus. A wide variety of other school supplies and PPCC insignia items are also available at the bookstores.

Books are available at Falcon Campus beginning two weeks prior to and one week after the first day of the semester.

Textbooks may be purchased from our bookstore online at www.ppccbookstore.com. Course material information in accordance with the College Opportunity and Affordability Act is available at www.ppccbookstore.com.

The bookstores have several opportunities for you to sell your eligible books back. The demand for books and the condition of your books will determine eligibility for all buyback opportunities listed below.

- "Top Dollar Buyback" is scheduled at the end of each semester. This is an opportunity for you to sell your books back for up to 50 percent of the bookstore purchase price.
- Buybacks are also scheduled at the beginning of each term. This buyback offers wholesale value for your eligible books.
- In addition, between scheduled buyback events, the bookstore will review your books for buyback eligibility on a daily basis. If eligible, we can pay you wholesale value for your books. This is available online at www.ppccbookstore.com or in one of our stores during normal business hours. There are circumstances where buyback proceeds may be applied to outstanding balances at the College.

For more information please call 719-502-2168 or 719-502-2169.

Financial Aid

There are numerous financial resources available for students who attend Pikes Peak Community College. Students should start the process by applying for the Free Application for Federal Student Aid (FAFSA). The application will explain which tax return students need for reference. This application is available on the Internet at www.fafsa.gov. This process may take three to four weeks, so students are encouraged to apply as soon as possible. Applications for the next academic year (beginning in late August) are available January 2. To avoid delays, please complete the FAFSA and do so as soon as a decision is made to apply for admission to the College.

No other documentation is necessary until the U.S. Department of Education processes the request. If it is necessary for the school to request more information after the results have been received, notifications are made via the student's college assigned email.

Students without a high school diploma or GED must prove Ability to Benefit (ATB) before they are eligible to receive financial aid. ATB can be met by taking and earning a passing score on the ATB test. Please contact the Testing Center to schedule your test.

To learn more about financial aid programs, how aid is distributed, student rights and responsibilities, or policies and procedures, please contact the Enrollment Services Center or review this information online at www.ppsc.edu.

HOPE Tax Credit

The HOPE Tax Credit, a feature in the federal Tax Relief Act of 1997, helps students save on tuition and fees. It may be available to students during their first two years at Pikes Peak Community College.

For more information, contact the following organizations:

Internal Revenue Service

1-800-829-1040

www.irs.gov/faqs/faq-kw52.html

American Association of Community Colleges

www.aacc.nche.edu

Pikes Peak Community College

719-540-PPCC/www.ppsc.edu

Earned Income Credit

The Earned Income Credit (EIC) is a refundable federal income tax credit for low-income working individuals and families. Congress originally approved the tax credit legislation in 1975 in part to offset the burden of social security taxes and to provide an incentive to work. When the EIC exceeds the amount of taxes owed, it results in a tax refund to those who claim and qualify for the credit.

To qualify, taxpayers must meet certain requirements and file a tax return, even if they did not earn enough money to be obligated to file a tax return. The EIC payments will not be used to determine eligibility for Medicaid, Supplemental Security Income (SSI), food stamps, low-income housing or most Temporary Assistance for Needy Families (TANF) payments.

For more information including help in determining whether individuals and their families qualify, go to www.irs.gov. Please consult this website before you file your taxes. It is estimated that 25 percent of all eligible individuals do not take advantage of this program.

Programs

There are four types of financial aid. Scholarships are generally based on school grades, need, or accomplishments in a particular area of study. Grants are federal and state programs based on demonstrated financial need. Scholarships and grants do not need to be repaid. Loans provide funds while students are attending school but must be repaid. Work-study agreements allow students to work for the College while enrolled. The Student Financial Aid Handbook, available in the Enrollment Services Centers, or online at www.ppsc.edu/prospective-students/financial-aid-information/handbooks describes each of these programs.

Scholarships

- PPCC Foundation Scholarships
- Private Donor Scholarships
- Kane Family Foundation Scholarships

Grants

- Colorado Student Grants
- Colorado Leveraging Educational Assistance Partnerships Grants
- Federal Pell Grants
- Federal Supplemental Educational Opportunity Grants

Loans

- Federal Direct Stafford Student Loans (subsidized and unsubsidized)
- Federal Direct Parent Loans (PLUS)
- <https://dlnote.ed.gov> allows students and parents meeting federal eligibility requirements to apply for a Stafford and/or PLUS loan online.

Employment Opportunities

- Federal College Work-Study Employment
- Colorado Work-Study Employment
- VA Work-Study Employment

Academic Standards

Maximum Course Load.....	18
Change of Major/Program	18
Credit by Examination	18
Transfer to PPCC.....	18
Grading System	18
Grading Options	19
Grade Changes	20
How to Calculate Your GPA.....	20
Repeated Courses	20
Academic Fresh Start	20
Academic Probation/Suspension/Dismissal.....	20
Student Concerns	21
Term Academic Honors	21
Graduation Honors.....	21
Application for Certificate or Degree	21
Assessment for Student Success	21

Academic Standards

Students are expected to attend all classes, laboratories, and shops as scheduled unless there is a compelling reason to be absent.

Maximum Course Load

A course load, determined by the student and the advisor, may not exceed 18 credit hours per semester without the approval of the instructional division dean. The standard student load of a full-time student is 15 credit hours per semester although 12 credit hours are considered full-time. Certain career and technical programs approved by the State Board for Community Colleges and Occupational Education may require students to take up to 24 credit hours per semester. For such programs, students will be allowed to take all necessary courses. In no case may a course load exceed 24 credit hours per semester except by written approval of the Vice President for Educational Services at or before the time of registration.

Student work load for a course should be estimated according to the following formula: two hours of outside preparation for every one hour of lecture and one hour of outside preparation for every two to three hours of laboratory. Any course syllabus that indicates different preparation times takes precedence over this general requirement.

Change of Major/Program

To change a declared major, students must see staff in the Career Planning and Advising Centers. A change in major places students under the academic and curriculum requirements of their new program as published in the current college catalog.

Credit by Examination

Students may take a comprehensive examination for credit if they are enrolled in a course and have the approval of their instructor and dean. Students must complete the examination by the census date for the course and will receive the grade earned on the examination as a final grade for the course. Students may attempt a test-out only once per course.

Transfer to PPCC

All credits earned at regionally accredited colleges or universities (including PPCC) or other approved educational institutions may be applied toward fulfilling PPCC program requirements. Transferability of credit is based on the following conditions:

- Credits must have been earned within 15 years prior to admission to PPCC.
- Courses in which a grade of C or above were earned will be accepted in transfer when the courses are applicable to PPCC programs and in accordance with PPCC requirements. Credit will be transferred only from an official transcript from the originating institution.

Students who have credits they wish to transfer to PPCC that can replace a standard grade earned at PPCC must see an advisor to initiate that request. If approved, this will result in the points associated with that grade being excluded from the student's cumulative GPA. The grade earned at PPCC will still appear on the student's official transcripts. Other institutions receiving a PPCC transcript for transfer of academic courses are not bound by this college policy and may choose to calculate the student's transfer GPA to include all grades, even those excluded by PPCC under this policy.

Grading System

INVENTORY OF COMMON GRADING SYMBOLS

Grade	Quality Points	Interpretation
A	4	Excellent or Superior
B	3	Good
C	2	Average
D	1	Deficient
F	0	Failure
I		Incomplete
S		Satisfactory
U		Unsatisfactory
S/A		Satisfactory (A-level) work in a developmental course
S/B		Satisfactory (B-level) work in a developmental course
S/C		Satisfactory (C-level) work in a developmental course
U/D		Unsatisfactory (D-level) work in a developmental course
U/F		Unsatisfactory (F-level) work in a developmental course
W		Withdrawal
AU		Audit
AW		Administrative Withdrawal
*		Transfer Grade

Place Holders

SP	Satisfactory Progress
Z	Grade not yet reported
CPL	Credit awarded through Credit for Prior Learning

AU–Audit

By auditing a course, a student may participate in course activities, but does not receive a formal transcript grade. Students must indicate intent to audit a course at registration or by the deadline listed in the course schedule. Audited courses are not eligible for the College Opportunity Fund stipend. Students will be responsible for the full in-state or out-of-state tuition. Audited courses do not meet the credit hour requirements for financial aid or veteran benefits and may not be applied to certificates or degrees.

AW–Administrative Withdrawal

This “withdrawal” grade is assigned by the College when a student has been withdrawn for administrative reasons. No academic credit is awarded. The course will count in attempted hours.

I–Incomplete

The Incomplete grade is a temporary grade and is designed for students who, because of documented illness or circumstances beyond their control, are unable to complete their course work within the semester, but have completed a majority of the course work (defined as at least 75 percent of all course assignments and tests) in a satisfactory manner (grade C or better).

If circumstances beyond the student's control prevent the student from completing a test or assignments at the end of the term, then it is the student's responsibility to initiate the request for an Incomplete grade from the instructor. The instructor will determine whether the

student has a reasonable chance of satisfactorily completing the remaining course activities in a timely manner.

In requesting an Incomplete grade the student must present to the instructor the documentation of circumstances justifying an Incomplete grade.

The instructor will complete and sign an Incomplete Grade Contract and will submit it to Student Services with final grades for the semester. Student Services will send a copy of the Incomplete Grade Contract to the student. The instructor must assign an incomplete grade on the regular grade roster in a timely fashion.

Incomplete Grade Contract must include the following information:

1. Student Name (F, MI, L)
2. Student ID #
3. Course Number and Section
4. Reason for assigning a grade of incomplete (statement of extenuating circumstances)
5. Work to be completed for removal of incomplete grade (instructor should be very specific including the work to be done and how the final grade is to be calculated)
6. Evidence of completion of 75 percent of the semester course work
7. Completion of a work plan that includes the following
 - What, when and how assignments and tests will be submitted to complete the course,
 - The time period in which the work must be completed.
8. Instructor Signature and Date
9. Student Signature and Date

Students are encouraged to let instructors know, as soon as possible, if they are having difficulties with any part of the course. In the event that a student and instructor cannot reach resolution concerning an Incomplete, then the student should contact the Chief Instructional Officer of the College.

Military personnel and emergency management officials who are required to go TDY in the middle of a term should contact their instructor for special consideration. Documentation of official TDY assignment is required and must be approved by the Chief Instructional Officer.

Incomplete grades which are not converted to a letter grade by the instructor after one subsequent semester (not including summer semester) will revert to an F grade. If the student would have earned a letter grade higher than an F without completing the work, faculty should be encouraged to submit that higher grade before the automatic conversion to F.

S–Satisfactory

The satisfactory grade is equivalent to a grade of “C or better.” The course will count in attempted and earned credits, but will not carry quality points.

U–Unsatisfactory

The unsatisfactory grade is equivalent to a “D” or “F” grade. The course will count in attempted credits, but will not carry earned credits or quality points.

S/A, S/B, S/C

These are satisfactory grades awarded only for developmental courses. The A, B, and C indicate the level of satisfactory performance. These grades are not included in the GPA calculation. The course will count for attempted and earned credits.

U/D, U/F

These are unsatisfactory grades awarded only for developmental courses. The D and F indicate the level of unsatisfactory performance. These grades are not included in the GPA calculation. The course will count in attempted credits, but will not carry earned credits.

W–Withdrawal

The “Withdrawal” grade is assigned when a student officially withdraws from a course. A withdrawal can only be processed during the first 80 percent of the course. No academic credit is awarded. The course will count in attempted hours.

Last Date of Attendance

Faculty are required to provide the last date of attendance for each student who is awarded an F or U/F grade.

Place Holders

SP–Satisfactory Progress

This symbol is limited to certain approved courses that extend beyond the end of a normal semester. No academic credit is awarded until the course is completed.

Z–No Grade Submitted

The grade of “Z” is a temporary grade entered by the Registrar when a grade is not received from the course instructor. This “Z” grade is replaced and credit is awarded upon the Registrar’s receipt of the grade.

CPL–Prior Learning Credit

A symbol of “CPL” indicates that the course and credits to which it is attached were awarded according to BP 9-42, Credit for Prior Learning.

Repeat Field

The Repeat Field on the transcript will be marked I – Include in hours and GPA calculation, A – Exclude from earned hours and GPA calculation, or A – Exclude from earned hours but count in GPA calculation.

NOTE: Courses with a grade of D or F are not generally transferable and will not transfer to other institutions under GT Pathways or the 60+60 Bachelor’s Degree Transfer program.

Grading Options

Satisfactory/Unsatisfactory: students may request to take up to six credit hours each semester on a Satisfactory/Unsatisfactory (S/U) grading basis. They may take a maximum of 15 credit hours under this grading option while enrolled at PPCC. (Credit hours earned in a course where S/U is the only grading standard count toward this 15-hour maximum.) Students must have prior approval by the appropriate division dean for each course unless the course is only offered with the S/U option. This option must be requested at the time of registration. After the drop/add period, this option may not be changed except by written recommendation from the appropriate division dean and approval by the Vice President for Educational Services. Pikes Peak Community College considers a grade of C or better to be satisfactory. A satisfactory grade earned under this option does not affect the Grade Point Average (GPA) but increases the total number of credit hours passed. Grades of D or F will be considered unsatisfactory, will affect the GPA, and will increase the total number of credit hours attempted.

Audit: students may register to audit any course by indicating this option on the registration form at the time of enrollment. The audit option is not available online. The regular tuition rate applies. After the posted drop date, students may not change their registration from credit to audit, nor from audit to credit, except by written

recommendation from the appropriate division dean and approval by the Vice President for Educational Services. Audit grades do not transfer and are not computed in the GPA. Courses taken by audit do not count toward enrollment status for financial aid or veterans' educational benefits and are not eligible for the COF stipend.

Grade Changes

A change of grade (other than from an Incomplete) is permitted only as a result of faculty/instructor or administrative error in calculating, posting, or recording a grade.

A student has one full year from the time in which the grade was issued to submit a written request for a grade reevaluation to the faculty member. The process is as follows:

Grade review with faculty/instructor. If no resolution is reached or satisfactory explanation given, then:

Review by department chair. If no resolution or satisfactory explanation, then:

Review by division dean or assistant dean. If no resolution is reached or satisfactory explanation given, then:

Review by the Vice President for Educational Services or the appointed Assistant to the Vice President for final resolution.

An Incomplete (I) grade may be removed when the remaining class objectives are completed by the date indicated on the "Incomplete Course Agreement" form or no later than the end of the next full 15-week semester. The resulting change of grade is made by the instructor of record and is approved by the appropriate instructional division dean. Course work not completed within the allotted time will be assigned a Failing (F) grade. Students may not re-enroll in a class in which an incomplete grade is pending, since according to the College's definition of enrollment, they are still enrolled.

How to Calculate Your GPA

Grade Point Average (GPA) is calculated by dividing the total amount of grade points earned by the total amount of credit hours attempted. It may range from 0.0 to 4.0 Satisfactory/Unsatisfactory (S/U) grades are not factored in the student's GPA. Incompletes (I) or Withdrawals (W) do not receive grade points and do not have an effect on the GPA.

Repeated Courses

When a course is repeated, regardless of initial grade earned, the highest grade earned will be calculated in the GPA. However, all grades earned at PPCC will appear on the transcript. A course may be used only once to meet graduation requirements for any degree or program.

Academic Fresh Start

All course work taken at Pikes Peak Community College appears on a permanent transcript. Academic Fresh Start allows for a one-time exclusion of failed credits (grades of D, F, or U) from the calculation of the grade point average. A maximum of 30 credits failed at PPCC may be removed from the GPA calculation. To be considered for a Fresh Start the following conditions need to be met:

- Two calendar years have elapsed since the student's last attendance at PPCC.
- During previous attendance at PPCC, the student earned 30 credit hours or less with a cumulative grade point average (CGPA) less than 2.00.

- Upon re-enrolling, student successfully completes a minimum of 6 credit hours with a term GPA of 2.00 or better.
- Student has met with the Instructional Dean for approval of a Fresh Start.
- Applications for Academic Fresh Start must be submitted no later than the end of the semester following the successful return semester.

Students applying for a Fresh Start are responsible for investigating the potential impact of a Fresh Start on transfer admission, financial aid, VA, and other agencies and organizations.

Other institutions receiving a PPCC transcript for transfer of academic courses are not bound by this college policy and may choose to calculate the student's transfer GPA to include all grades, even those excluded by PPCC under this policy.

Once granted, an Academic Fresh Start is not reversible. Credit excluded from the GPA calculation cannot be used to satisfy the requirements for completion of a degree or certificate. Forms are available in the Enrollment Services Centers.

Students who are on Financial Aid will continue to have all hours that they have attempted, to include original grades earned, taken into consideration for Financial Aid Satisfactory Academic Progress as required by statutes and regulatory requirements.

Academic Probation and Suspension

Pikes Peak Community College defines satisfactory academic progress as completion of the semester with a 2.0 grade point average (GPA) or higher. In order to remain in good standing at PPCC, students must maintain at least a 2.0 cumulative GPA.

The office of the Assistant to the Vice President for Educational Services will provide written notification to a student placed on academic probation or suspension.

Probation: Students who do not earn at least a 2.0 GPA will be placed on academic probation for the following semester. Students who are placed on academic probation are advised to discuss resolution of their academic issues with their academic advisor as soon as possible. Students who have a cumulative GPA below 2.0 but complete each subsequent semester with a 2.0 or above will remain on probation as long as they continue earning a 2.0 or greater each subsequent semester. When the student's cumulative GPA rises above 2.0, the student will no longer be on probation.

Suspension: Students who do not earn at least a 2.0 GPA in their probationary semester will be suspended. The level of suspension is dependent on the previous semester's academic standing.

Suspension (Initial) – Student was previously on probation. Last Term Grade Point Average (TGPA) was less than 2.00. Student is suspended for one semester.

Suspension (Second) – Student was previously on suspension. Last Term Grade Point Average (TGPA) was less than 2.00. Student is suspended for two semesters.

Suspension (Third) – Student was previously placed on suspension for two terms. Last Term Grade Point Average (TGPA) was less than 2.00. Student is suspended from the college and may not register for two (2) calendar years.

Suspended students may not register for the next term (fall, spring, or summer) following the suspension term. Upon satisfactorily meeting the terms of the suspension students may register for the following subsequent semester after meeting with their academic advisor and instructional dean.

Students with unusual circumstances of a compelling nature may appeal their suspension. Approval of the student’s appeal may allow, but does not guarantee, that the student will be allowed to register without a break in enrollment. Students returning from a suspension will be on Probation (continuing).

Student Concerns

Any student who wishes to pursue an instructional concern or change of grade must exhaust the following options in sequence prior to petitioning the Vice President for Educational Services. (Examples of instructional or course concerns deal with instructor behavior, class policies, and unfair expectations or demands.)

1. The student must meet with the instructor and attempt to resolve the problem. If no resolution:
2. The student must state the concern in writing and meet with the Department Chair (in the case of an adjunct instructor) or Dean / Associate Dean (in the case of a faculty member). Departments may require specific documentation. Please contact the appropriate division. If no resolution:
3. The student will meet with the Dean.

If the student contests the Dean’s decision, he/she must submit the request in writing to the Office of the Assistant to the Vice President for Educational Services. The request should include documentation of everything that the student wants considered in the decision. The Dean will also submit all written documentation and recommendations. The Vice President for Educational Services or a designee will notify the student of the decision in writing. This decision will be final.

Term Academic Honors

PPCC provides an opportunity for students to be recognized with Academic Honors, on a term-by-term basis. Students who qualify will receive a notation for that term on their official transcripts.

Term Grade Point Averages required to qualify for these Term Academic Honors, are as follows:

- Dean’s List: 3.50 – 3.749
- Vice President’s List: 3.75 – 3.99
- President’s List: 4.00

S/U grades and grades for Developmental Education coursework are not included in the Grade Point Average Calculation. Students must complete a minimum of 12 eligible credit hours in the term to be considered for Term Academic Honors.

Graduation Honors

Graduation honors recognize outstanding academic achievement throughout a student’s academic career. The honors are awarded to students who complete the requirements for an associate degree and earn a 3.5 or better cumulative grade point average based on the end of the Fall term. Only college level courses completed will be included in the GPA calculation. The three levels of recognition are defined as follows and will be posted on the student’s transcript.

	Cumulative GPA
Cum Laude (with honor)	3.50 to 3.749
Magna Cum Laude (with great honor).....	3.75 to 3.99
Summa Cum Laude (with highest honor)	4.00

Application for Certificate or Degree

To receive a certificate or degree, students must file an application for graduation with the Enrollment Services Center no later than February 15 for Spring semester, July 15 for summer semester, and November 15 for fall semester.

Graduation Ceremony

Each May, PPCC produces a gala graduation ceremony to honor graduating students. To participate, you must be eligible for graduation and must submit an Application for Graduation to the Enrollment Services Center by the deadline. Potential graduates will receive an initial letter of information about graduation from the Campus Life Office. Caps, gowns, tassels and instructions on the ceremony are all available through Campus Life. If you are eligible, join us for this festive celebration of your success! The 2011 ceremony will include eligible participants who graduated Summer 2010, Fall 2010 and anticipated graduates in Spring 2011.

Participation in the graduation ceremony does not imply that a degree has been awarded. All degree requirements must be met before a degree is awarded.

Assessment for Student Success

The assessment of student learning at Pikes Peak Community College is an ongoing, evolving process that involves the entire college community. The College Outcomes Assessment Team (COAT) is charged with developing and implementing an assessment plan to gather evidence about what students know and can do as a result of their respective courses of study. This evidence is then used to improve teaching, learning, and overall program quality, enabling the College to meet the needs of students and the community it serves. The assessment process, with its focus on student learning and success, reflects the vision and values of Pikes Peak Community College as stated in the Strategic Plan. Assessment activities are formally documented in an annual report, copies of which are available for review.

Assessment of student learning in the Associate degree programs involves identifying and measuring General Education Student Learning Outcomes across all content areas. The following outcomes were identified by faculty as instrumental to student success:

- Communication (Reading, Writing, Speaking, Listening)
- Community Skills
- Critical Thinking
- Information/Literacy
- Math Skills

Assessment of student learning in Career and Technical Education degree programs is conducted by individual programs. Each program identified outcomes based on the career objectives of its students. Successful learning outcomes assessment depends on the active participation of students. Among the roles that students can assume in assessment are:

- Participating in both direct and indirect assessment activities such as tests, portfolios, interviews, and surveys
- Helping to publicize assessment activities
- Participating in pilot studies
- Providing feedback and comments on activities

Student Conduct

Student Disciplinary Procedure	23
Standards of Conduct.....	23
Student Complaints/Grievances	25
Academic Honesty	26
Classroom Attendance Procedure.....	26
Conduct in College Buildings	26
Restricted Attendance	26
Drugs and Alcohol.....	26
Sexual Harassment	26
AIDS Policy	27
Firearms on Campus.....	27
Smoking in College Buildings.....	27
Parking and Traffic Regulations	27
Days of Enforcement	28
Emergencies and Crime Reporting.....	28
Reporting Criminal Offenses.....	28
Rioting Offenses.....	28
Sex Offender Registration	29
Campus Crime and Security Report.....	29

Student Conduct

Student Disciplinary Procedure

Basis:

Students are expected to adhere to the Student Code of Conduct and policies and procedures of the College. If a student is charged with violating the College code, he/she is entitled to have these procedures followed in the consideration of the charge.

Definitions:

1. Code of Conduct: A document developed and published by the College, which defines prescribed conduct of students.

2. Impartial Decision Maker: The individual/committee designated by the College President to hear student disciplinary appeals.

3. Chief Student Services Officer: The individual designated by the College President to administer student affairs and be responsible for administering the College's Student Conduct Code and this procedure.

4. Notice: Notices which are required to be given by this procedure shall be considered served upon the student when given by personal delivery or mailed by certified mail to the address the student has filed with the College's admissions and records office. If notice is mailed, the student shall be given three (3) additional days to respond.

5. Sanctions: One or more of the following may be given when there is a finding that a student has violated the College's Code of Conduct.

a. **Warning:** A Notice served upon the student advising him/her that he/she is violating or has violated College regulations.

b. **Probation:** After a finding of violation of the Code of Conduct, restriction of student's privileges for a designated period of time, including the probability of more severe disciplinary sanctions if the student is found to be violating any College regulations during the probationary period.

c. **Other disciplinary sanctions:** fines; restitution; denial of privileges; assignment to perform services for the benefit of the College or community; or other sanction that doesn't result in the student being denied the right of attending classes.

d. **College suspension or expulsion:** Suspension is an involuntary separation of the student from the College for misconduct apart from academic performance for a specified period of time not to exceed one/two academic terms. Suspension differs from expulsion in that after the stated time period the student is eligible for re-admission. Expulsion is a separation for more than two academic semesters; the student is not eligible for re-admission unless at the end of the separation, he/she can prove that the behavior that resulted in the expulsion has been resolved. Students may be suspended from a class, use of a College facility or an activity in the sole determination by an authorized College employee that the conduct is in violation of the Code subject only to an appeal to the Chief Student Services Officer to ensure the action was taken pursuant to College policies. Students may be suspended from one class period by the responsible faculty member, longer suspensions can be done only in accordance with College procedures.

e. **Summary Suspension:** An immediate action taken by the Chief Student Services Officer to ensure the safety and well-being of members of the College community or preservation of College property; to ensure the student's own physical or emotional safety and well-being; or if the student poses a definite threat of disruption or interference with the normal operations of the College. In such event, the hearing before the Impartial Decision Maker (if requested by the student), shall occur as soon as possible following the suspension.

6. Day: Refers to calendar day unless otherwise noted below.

Standards of Conduct

The mission of Pikes Peak Community College is to provide high-quality educational opportunities accessible to all. Therefore, it is expected that all students will act with civility, respect, and appropriate behavior in support of a positive and safe learning environment for the entire College community. Violations of this expected conduct include, but are not limited to, the following:

Violation of others' rights:

- Engaging in any disruptive behavior which negatively affects or impedes the instructor's ability to teach or the students' ability to learn (regardless of the mode of educational delivery or class setting); or disrupts the general operations of the College, to include teaching, research, administration, disciplinary procedures, or other authorized activities.
- Using rude, degrading or abusive language (written or spoken) to any person, or harassing any person with gesture or language, including cursing.
- Engaging in behavior which may constitute sexual harassment. Any possible violations will be referred to the Pikes Peak Community College Executive Director of Human Resource Services for investigation of all credible allegations of sexual harassment in accordance with the official complaint investigation procedure.
- Disorderly conduct; breach of the peace; lewd, indecent, or obscene conduct; gambling; aiding or inciting another to breach the peace; or infringement upon the rights of others either on College-owned property or at College-sponsored or supervised functions.
- Knowingly falsifying with malicious intent; publishing or distributing, in any form, material that tends to impeach the honesty, integrity, virtue or reputation of another person; or knowingly pursuing malicious, frivolous or fraudulent charges against a student, instructor, or staff member without cause.
- Violating the Student Standards of Conduct when representing the College as a member of a student organization participating in College-sponsored travel and development opportunities off-campus. The student organization and its officers may be held collectively or individually responsible when such violation of the Student Standards of Conduct has received the tacit or overt consent or encouragement of the organization members, leaders, or officers.
- Aiding or encouraging others in committing or inciting others to commit any act of misconduct which violates the Pikes Peak Community College Student Standards of Conduct.
- Conviction of any crime or the performance of any act on or off the campus which, in the opinion of the College, gives rise to a reasonable belief that the continued presence of the student on campus will endanger the health, safety and welfare of that student, or any other student or employee of the college; will substantially disrupt the legitimate functions and activities of the College; or will infringe on the rights of others.

Violation of honesty and academic integrity:

9. Dishonesty such as cheating, plagiarism, or knowingly furnishing false information to the College in the classroom, laboratory, or any College testing situation.
10. Forgery, alteration, or misuse of College documents, records, identification, educational materials, or College property.

Violation of safety and property:

11. The threat to, or physical abuse of any person on College-owned or controlled property or at College-sponsored or supervised functions; this includes any conduct which endangers one's own or another person's welfare or safety.
12. Board Policy states that no person may have on his or her person any unauthorized firearm, ammunition, explosive device, or illegal weapon on campus or any facility used by a College. Persons authorized to carry firearms and other equipment defined in the policy are:
 - those persons conducting and participating in an approved program of instruction in the College's curriculum which requires access to such equipment as an integral part of the instructional program;
 - peace officers; and
 - those persons granted permission at the discretion of the College President for specific purposes from time to time.

It shall not be an offense if the weapon is unloaded and remains inside a motor vehicle while upon the real estate of any public or private college, university or seminary. There is no concealed carry permit exception.

13. Theft of or damage to property on the College premises or at authorized College functions.
14. Unauthorized entry to or use of College facilities, materials, or equipment.
15. Use of, being under the influence of, possession of, or distribution of alcohol or illegal or dangerous drugs on campus or at a College-sponsored function, except as expressly permitted by law and College regulations.
16. Leaving children or pets unattended in campus buildings or on campus grounds (including in parked vehicles).

Violation of College policies and administrative functions:

17. Failure to comply with the verbal or written directions of College employees acting in the performance of their duties.
18. Unacceptable uses of any College-owned computing equipment and/or network, including, but not limited to knowingly spreading computer viruses; sending harassing, intimidating and/or threatening messages; re-posting personal communications without the author's consent; copying protected material in violation of copyright law; using the network for financial gain, commercial activity, or illegal activity; accessing the network using another individual's account; downloading, loading or executing software without appropriate authorization; or attempting to compromise the network integrity in any other way.
19. Interfering with the judicial/grievance procedures or outcomes, including falsification or misrepresentation of information; failure to comply with the sanction(s) imposed by the disciplinary officer; or retaliation in any form against any person involved in a judicial/grievance action.
20. Violation of College rules regarding the operation and parking of motorized vehicles on College property.

At Pikes Peak Community College, interpretation of the disciplinary and grievance procedures is the responsibility of the Dean of Students.

Procedures

1. Decision

The Chief Student Services Officer or his/her designee shall receive all allegations of student misconduct, investigate the complaints and make a Decision. He/she may decide that the charges can be disposed of administratively by mutual consent of the parties involved on a basis acceptable to him/her. If an administrative resolution is not achieved, the Chief Student Services Officer or designee shall issue a Decision which determines whether the alleged conduct occurred; whether the conduct violated the Code of Conduct or College policies or procedures; and impose a sanction(s) if appropriate. The student shall receive written Notice of the Decision and be advised of his/her right to appeal the Decision by filing a written appeal with the Chief Student Services Officer within seven (7) days of service of the Decision. In the case of suspension or expulsion, the sanction shall be imposed no earlier than six days after service of the Notice unless it is a summary suspension or the sanction is agreed to by the student. If an appeal is requested, suspension and/or expulsion shall not be imposed until the appeal procedures below have been completed.

2. Appeal

- a. In the event of an appeal, the Chief Student Services Officer shall give written Notice to the student and the Impartial Decision Maker which describes the conduct to be inquired into; the Code of Conduct and/or College policies or procedures which were allegedly violated; the date, time and place of the alleged violation; the sanction that is threatened and the date, time and place of the hearing before the Impartial Decision Maker. The Notice shall be given at least seven (7) days prior to the hearing unless a shorter time is agreed to by the parties.
- b. Conduct of Hearings. The Impartial Decision Maker shall determine its own hearing procedures, keeping in mind the following guidelines:
 - (1.) The Student shall have the right to be heard by the Impartial Decision Maker; in the event that the student is under the age of eighteen or incapacitated, he/she may have an advisor present to assist him/her in presenting his/her case.
 - (2.) Students do not have the right to be represented by an attorney during these proceedings except in the case where civil or criminal actions concerning the student are pending and in that case, the attorney's role shall be advisory only. The student is responsible for presenting his/her own case and, therefore, advisors are not permitted to speak or to participate directly in any hearing except as provided in #1 above.
 - (3.) The Student shall have the right to identify documents, witnesses and other material he/she would like the Impartial Decision Maker to review before making a final decision.
 - (4.) Hearings shall be conducted in private unless all parties agree otherwise.
 - (5.) A record of the hearing should be maintained by the Impartial Decision Maker.
- c. Determination by Impartial Decision Maker. The Impartial Decision Maker shall make its findings and determinations in closed meeting out of the presence of the Chief Student Services Officer and the student charged. Separate findings are to be made as to the conduct of the student and on the sanction(s), if any, to be imposed. No discipline shall be imposed on the student unless the Impartial Decision Maker is persuaded by a preponderance of the evidence that the student committed the alleged conduct and that it constituted a violation of the Code of Conduct and/or College regulations; that the student should be sanctioned (including modifying the sanction imposed below) and that the discipline is

reasonable given the violation. The student and the Chief Student Services Officer shall be given written Notice of the Decision. The Decision shall be issued within five calendar days of the close of the hearing and it shall become final unless a Petition for Review is filed.

- d. Petition for Review. The Chief Student Services Officer or the student may petition the College President to review the Impartial Decision Maker's decision by filing a written petition within five (5) days after notification of the Decision. If a review is requested, the other party will be given three (3) days to respond to the petition, and his/her response materials will be given to the College President to review before a decision on the petition is made.
- e. President's Decision. The College President shall review the record of the case and the petition and may affirm or reverse the Decision of the Impartial Decision Maker. The record shall consist of the Impartial Decision Maker's written documents and the recording of the hearing and any written materials submitted in support of the Petition for Review. The College President shall notify the Chief Student Services Officer and the student in writing of his/her decision within fourteen (14) days of service of the Petition for Review. The College President's decision is final.

3. Miscellaneous

- a. College disciplinary proceedings may be instituted against a student charged with violation of a law if the violation occurred at the College or College-sanctioned activities or was of such a nature as to impact upon the College which is also a violation of the College's Student Code of Conduct. Proceedings under this Procedure may be carried out prior to, simultaneously with, or following civil or criminal proceedings off-campus.
- b. Time limits for scheduling of hearings may be extended at the discretion of the Impartial Decision Maker.
- c. The procedural rights afforded to students above may be waived by the student.

Student Complaints/Grievances

Reference:

Board Policy 4-31; Title VI of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973 and Americans with Disabilities Act, Title II, Age Discrimination 1975, and ADA Amendments Act of 2008.

Basis:

This Student Grievance Procedure is intended to allow students an opportunity to present an issue which they feel warrants action, including the right to secure educational benefits and services without regard to sex, race, national origin or ancestry, creed, color, disability, or age, and have the issue considered in a prompt and equitable fashion.

Definitions:

Grievant: Enrolled student, a client, or volunteer who is providing a service to benefit the College under the supervision and control of a College employee. A client or volunteer may only grieve a decision which bans him or her from the campus.

Grievance: A grievable offense is any alleged action which violates or inequitably applies written College policies or procedures. The grievant must be personally affected by such violation or inequitable action. A grievance must be brought to the formal stage within 20 calendar days of the date the student knew or reasonably should have known about the action.

Chief Student Services Officer: The College employee designated by the College President to administer student grievances. Grievances alleging discrimination issues may be referred to the employee responsible for ensuring equal opportunity and access.

Remedy: The relief that the Grievant is requesting.

Respondent(s): Another student, volunteer, client, faculty member and/or administrator identified by the Grievant as causing or contributing to the grievance.

Non-grievable matters: The following matters are not grievable under this procedure except as noted: matters over which the College is without authority to act; grades and other academic decisions unless there is an allegation that the decision was motivated by illegal discrimination; and disciplinary actions taken pursuant to BP 4-30.

Procedures

1. Informal

The Grievant is encouraged to resolve the issue with the Respondent or his/her supervisor. In the case of grievances based upon one's race, color, creed, national origin or ancestry, disability, age or gender, the Grievant may first contact the College employee responsible for affirmative action to seek informal resolution of the issues. If the complaint alleges facts which might constitute a violation of SP 3-120a concerning sexual harassment, the administrator shall investigate and process the complaint under that procedure. While the Grievant is encouraged to resolve the issues through the informal process, he/she may at any time elect to go to the formal stage by following the process outlined below.

2. Formal

- a. The Grievant timely files a written statement of the actions complained of and describes the remedy he/she is seeking with the Chief Student Services Officer. A matter could also be referred to this process by the College President or his/her designee. Once a written grievance is filed or referred, the Chief Student Services Officer or designee will determine whether or not the situation states a grievable offense. The matter will be closed if the situation is determined not grievable, and the Grievant will be notified of the reasons.
- b. If the matter is determined to be grievable, the Chief Student Services Officer or designee (which may be an individual or a committee) shall hear the Grievance. A hearing will be held which will give the Grievant, Respondent, and others invited to appear, the opportunity to explain what they know about the issues surrounding the grievance. Considering the oral and written statements and documents, the Chief Student Services Officer or Designee shall issue a Decision within ten (10) calendar days of close of the hearing. The Decision shall be served upon the Grievant and the Respondent personally or by certified mail to the addresses on file in the Enrollment Services office. The Decision shall reject the grievance or grant the grievance and make recommendation(s) to resolve the issue(s). The Chief Student Services Officer or designee's decision is final unless a Petition for Review is filed with the College President by either party within five (5) calendar days of service of the Decision.
3. Upon receipt of a Petition for Review, the College President will review the record and issue a written decision within ten calendar days of receipt of the Petition for Review. The President's decision is final.
4. The Chief Student Services Officer or Designee may extend the scheduling timelines described above for good cause.

5. If the grievance is against the Chief Student Services Officer, the Chief Academic Officer or other person designated by the College President shall perform the duties of the Chief Student Services Officer.

Academic Honesty

Students are expected to conduct themselves according to the highest standards of honesty in the classroom, shop, or laboratory. Failure to do so is grounds for disciplinary action, including suspension or expulsion from Pikes Peak Community College.

Academic honesty is a fundamental value of higher education. It means that you respect the right of other individuals to express their views and that you do not plagiarize, cheat, falsify, or illegally access College records or academic work. You are expected to read, understand and follow the *Standards of Conduct* on page 23.

Academic dishonesty is defined as the unauthorized use of assistance with intent to deceive a faculty member or another person assigned to evaluate work submitted to meet course and program requirements. Examples of academic dishonesty include but are not limited to the following:

- the submission, in whole or part, of material prepared by another person and represented as one's own
- plagiarism, which is defined as the act of taking the writings, ideas, etc., of another person and passing them off as one's own
- the unauthorized use of notes, books, or other materials; the deliberate, unacknowledged reference to the work of another student; or the soliciting of assistance from another person during an examination
- illegitimate possession and/or distribution of test materials or answer keys
- unauthorized alteration, forgery, or falsification of official academic records

Classroom Attendance Procedure

Individuals not enrolled in a class are not permitted to sit in the classroom while the class is in session. Faculty members are required to take attendance and anyone not on the class list will be asked to leave the classroom. The only exception to this procedure is for specially trained interpreters necessary for disabled students.

Conduct in College Buildings

By Colorado Executive Order, smoking is not permitted in any College facility.

Eating or drinking is not permitted in classrooms, laboratories, shops, the theatre, and the gymnasium, except when permission is granted by the person immediately responsible for supervision of the affected area.

Animals, except when needed for instruction or by disabled persons, are not allowed in any College building. Animals on the College grounds must be on a leash.

Leaving children unattended or unsupervised in campus buildings or on campus grounds can constitute child abuse or child neglect (as outlined in the Colorado Child Protection Act of 1975). Children are not permitted in classrooms during class meeting times.

The College may require students to pay replacement or repair costs for College equipment lost, broken, or damaged through carelessness, negligence, or misconduct.

Restricted Attendance

Faculty may suspend students from one class period if their conduct is obstructive, disruptive, or unacceptable in an instructional setting. Students may return to class after the faculty member has identified the conditions to allow continued attendance. If students return and these conditions are violated, the appropriate dean will review the circumstances and provide information to the Dean of Students. This information shall state the appropriate administrative action, which may include continued attendance or permanent dismissal from the class as outlined in the Student Disciplinary Procedure.

Drugs and Alcohol

In compliance with the Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226), students shall not engage in the unauthorized or unlawful manufacture, distribution, dispensation, possession, use/abuse of alcohol and/or illicit drugs on college property or as part of any college activity.

Any student who is convicted of the unlawful manufacture, distribution, dispensation, possession, use, or abuse of illicit drugs or alcohol is subject to criminal penalties under local, state, or federal law. These penalties range in severity from a fine of \$100 up to \$8,000,000 and/or life imprisonment. The exact penalty assessed depends upon the nature and severity of the individual offense.

The College will impose penalties against students who violate the Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226). Violators will be subject to disciplinary action under student disciplinary policies. The sanctions include but are not limited to probation, suspension, or expulsion from the College and referral to authorities for prosecution, as appropriate.

For further information, contact the Human Resource Services Office or the Campus Life Office at the Centennial Campus.

Sexual Harassment

Pikes Peak Community College is firmly committed to maintaining a work and learning environment where students, faculty, and staff are treated with dignity and respect. Sexual harassment and acts of discrimination are illegal, often demeaning for the individual student or employee, and can disrupt the College's positive learning and working environment. As such, all members of the College community have a responsibility to be aware of what behaviors constitute sexual harassment, to be responsible for their own actions, and to help create an environment free of sexual harassment.

Pikes Peak Community College defines sexual harassment as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when one or more of the following criteria are met:

- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or of academic status in a course, program, or activity.
- Submission to or rejection of such conduct by an individual is used as a basis for employment or academic educational decisions affecting such individual.
- Such conduct is sufficiently severe, persistent, or pervasive so as to have the purpose or effect of unreasonably interfering with an individual's work and/or academic educational performance or creating an intimidating, hostile, or offensive work and/or learning environment.

Furthermore, retaliation against any person for filing a complaint, participating in, or cooperating in an investigation is prohibited.

If you believe that you have been sexually harassed or that you have been retaliated against by anyone in your work and/or academic activities at Pikes Peak Community College, you should report this conduct immediately so that an inquiry into your complaint may commence without delay. You may report this conduct to an officer of the College, instructional dean, division/department director, or a Human Resource Services representative. Substantiated complaints may result in disciplinary action up to and including expulsion from the College.

The College has designated the Executive Director of Human Resource Services as its Equal Opportunity Education/Employment Compliance Officer. Inquiries and/or complaints may be referred to the Human Resource Services office by e-mail, hrs@ppcc.edu, or by calling 719-502-2600. The EEO Compliance Officer or designate will investigate all credible allegations of sexual harassment in a timely manner and in accordance with its official complaint investigation procedure.

Complaints may also be referred to the Office for Civil Rights, U.S. Department of Education, 1244 Speer Boulevard, Cesar E. Chavez Memorial Bldg., Suite 310, Denver, Colorado 80204, 303-844-5695.

AIDS Policy

Current knowledge indicates that individuals with Acquired Immunodeficiency Syndrome (AIDS), AIDS Related Complex (ARC), or a positive test for antibody to the Human T-Lymphotropic Virus Type III (HTLV-III/HIV) do not pose a health risk to others in a non-laboratory academic setting. According to current medical data, the virus is not transmitted by casual contact. Based on this knowledge, individuals sharing common work or study areas, libraries, classrooms, recreational facilities, cafeterias, and theaters do not present a problem or public health threat to the College community. Laboratories and/or programs dealing with body fluids will teach and practice universal precautionary procedures.

Students or employees of Pikes Peak Community College who are or may become infected with the AIDS virus will not be excluded from enrollment or employment or restricted in their access to College services or facilities unless medically-based judgments indicate restriction is necessary for the welfare of the individual or other members of the College community. There will be no mandatory screening of prospective or current students or employees for the AIDS virus; harassment or discrimination against people infected with the AIDS virus will not be tolerated. Further, the strictest principles of confidentiality will be maintained in management of personal medical information, as provided by law.

Currently, there is no cure for AIDS. Prevention of the disease through education is crucial. The College is committed to ongoing awareness efforts through its curriculum, student and staff activities, and community events.

Firearms on Campus

State Board Policy states that no person may have on his or her person any unauthorized firearm, ammunition, explosive device, or illegal weapon on campus or any facility used by a college. Persons authorized to carry firearms and other equipment defined in the policy are:

- those persons conducting and participating in an approved program of instruction in the College's curriculum which requires access to such equipment as an integral part of the instructional program;
- peace officers; and
- those persons granted permission at the discretion of the College president for specific purposes from time to time.

It **shall not** be an offense if the weapon is unloaded and remains inside a motor vehicle while upon the real estate of the College. There is no concealed carry permit exception.

Violations of the college firearms policy may result in criminal prosecution. Questions should be directed to the Department of Public Safety.

Smoking in College Buildings

Consistent with State of Colorado statute, smoking is NOT PERMITTED in any PPCC building or facility. College campuses and education centers on military sites where Pikes Peak Community College courses are offered must be open and accessible to the general public in order to fulfill the role and mission of the institution. Therefore, it is important for the College to promote a healthy environment to the general public in a responsible manner. Smoking is permitted in designated smoking areas only at Centennial, Rampart Range, and the Downtown Studio Campuses. The Falcon Campus facilities are leased from School District 49. Pursuant to Colorado law, Falcon Campus is a non-smoking campus. High school students (AVP and PSEO), regardless of age, who attend the College will be prohibited from smoking while on PPCC property. Military sites will comply with all rules and regulations for those installations.

Parking and Traffic Regulations

The Pikes Peak Community College Centennial Campus and Rampart Range Campus will provide OPEN parking in all general lots, supported by a student fee paid at registration. These include C, D, and E lots at Centennial and lots one through five at Rampart Range. At Centennial Campus only, motorcycles may be parked in the designated marked areas in lots D and E. At Rampart Range Campus, motorcycles may park in the designated area in lot 2.

Those wishing to obtain a "hang tag" must do so by bringing student/staff identification to the Campus Public Safety office at the Centennial and Rampart Range Campuses. Those wishing to obtain a "hang tag" at the Downtown Studio Campus (DTSC) must bring student/staff identification to the Student Life Office at the DTSC. It provides the following benefits:

- Easy notification in case of an emergency involving the vehicle.
- The hang tag is valid for the student's entire career at PPCC.

Speed limits on campus are 25 M.P.H. on perimeter road and Rampart road unless otherwise posted, and they are 10 M.P.H. in the parking lots. Pedestrians always have the right of way. For the safety of all, DO NOT park in service drives, crosswalks, or roadways.

Enforcement Authority: By Colorado Revised Statutes 23-5-107. Authority of Governing Boards, Parking.

Handicap Parking: Vehicles bearing state issued handicapped placards, state issued handicapped license plates, or state issued temporary handicapped passes may park in the handicapped areas in lots A, the designated all handicap lot, and on South Service Drive at the Centennial Campus and in the handicapped areas in lots one, two and three at the Rampart Range Campus. Only vehicles identified as belonging to handicapped persons displaying the state issued handicapped placards/license plates may park in the handicapped areas.

At the Centennial Campus only: Wheelchair Only: These spaces are reserved for use by those persons confined to wheelchairs. Parking spaces are marked for "Wheelchair Only."

At the Centennial Campus only: Metered and Visitor Parking: Metered and Visitor Parking, for those on short-term business with the College, is available in lot A. These parking meters and visitor parking spots are for the convenience of College visitors and not for use by students, faculty, or staff. Those who park at the meter can receive a ticket if the meter expires, even if they do have a service decal. Those who park at the one hour visitor parking spots can receive a ticket if they are parked there for more than one hour. Visitors whose business will take longer than the meters or visitor parking allow should use the parking spaces in C, D, and E lots.

Traffic Violations: The Department of Public Safety (DPS) will issue citations which may include fines and/or vehicle impoundment for both parking and moving violations occurring on College property. Summons and Penalty Assessments must be answered in El Paso County Court. College Citations for parking violations will result in a fine which must be paid to the College cashier in A-101 at Centennial Campus or S-102 at Rampart Range Campus, 8 a.m. to 5 p.m., Monday–Thursday and 8 a.m. to 3 p.m. on Friday.

The registered owner of the vehicle or identified user of the vehicle shall be held liable for all violations.

Appeals: If a person wants to appeal a parking citation, he/she must submit a statement in writing before the tenth working day from the date of the citation. Appeal forms are available in room A-100 at Centennial Campus and N-106 at Rampart Range Campus. The Director of Public Safety reviews the appeals and mails them back to the appropriate person.

Mopeds and Bicycles: Service decals are not required for bicycles or mopeds. Parking for these vehicles is available at the Centennial Campus outside the main entrance to A-building, by A-121, and at Rampart Range Campus outside the main entrance. Bicycles or mopeds locked or parked in hazardous locations will have the lock or chain cut, and the vehicle will be impounded by Department of Public Safety for safekeeping.

Accidents: Colorado law requires that all accidents be reported to the proper authorities. Accidents occurring on PPCC Campuses must be reported to the Department of Public Safety at 719-502-2911.

Information concerning PPCC vehicle regulations may be obtained from Department of Public Safety in A-100, or by calling ext. 2900 at the Centennial Campus and in N-106 at the Rampart Range Campus.

Safety Escort Service: Safety Escort Service is available through the Department of Public Safety, contact 719-502-2911.

Days of Enforcement

Parking and traffic regulations are enforced on all College properties. Metered Parking in A Lot at the Centennial Campus is enforced Monday through Saturday; 8 a.m. to 8 p.m. Handicapped parking violations are enforced at all times.

Emergencies and Crime Reporting

For emergencies dial 719-502-2911 or 911.

The emergency number 911 should only be used in emergency situations when a police officer, fire fighter, or paramedic is needed right away. If you are ever in doubt, call 911. 911 should not be used for non-emergencies.

For emergencies on campus, call 719-502-2911 to reach Campus Police. 911 may be used as an alternate number but will ring to the local/neighborhood Police Department or Sheriff's Office first, thus adding delay to Campus Police response.

All emergencies and suspected criminal actions must be promptly reported to the Department of Public Safety. Public Safety officials will take whatever action is deemed necessary to protect life and property and to enforce all Federal and State laws and regulations.

The Department of Public Safety monitors and records all known criminal activities associated with the College, including criminal activity associated with off-campus student organizations.

The Crime Prevention section of the Department of Public Safety offers programs to the campus community. Operation Identification and 911 Readiness are offered for children at the Child Development Centers. Operation Identification kits may be picked up at any Public Safety office.

The Colorado State Legislature has granted authority to commissioned officers of the Department of Public Safety to enforce all laws and regulations. Officers work in cooperation with State and local law enforcement agencies.

Reporting Criminal Offenses

To report any emergency, dial campus extension 2911; from an off-campus telephone dial 719-502-2911 or pick-up any Emergency phone located through-out campus buildings and parking lots.

Violent crimes considered a threat to students and employees are promptly reported to the campus community.

Rioting Offenses

Prohibition against enrollment in state-supported institutions of higher education of persons convicted of rioting offenses:

Under Colorado law, no person shall be enrolled in a state-supported institution of higher education for a period of twelve months following the date of a guilty verdict, guilty plea, no contest plea, or a deferred judgment and sentence for inciting riot, arming rioters, or engaging in a riot.

Sex Offender Registration

In accordance with the Campus Sex Crimes Prevention Act, the Public Safety Office shall maintain a list of all sex offenders who are currently enrolled or employed at Pikes Peak Community College and make said list available to students and employees. As of October 27, 2002, all convicted sex offenders are obligated to notify the state when the offender enrolls at, is employed at, or carries on a vocation at an institution of higher education. Said offender must notify the state of any change in enrollment or employment.

Lists of sex offenders registered at the College are maintained online at www.pgcc.edu/about-pgcc/public-safety/sex-offenders-1.

Campus Crime and Security Report

The Crime Awareness and Campus Security Act, a public law, requires the College to disclose information regarding criminal activities and security at Pikes Peak Community College.

Report of Criminal Offenses

Centennial Campus

Offense	2006	2007	2008
Murder & Non-negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offenses	0	0	0
Non-forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	1	0
Burglary	0	5	0
Motor Vehicle Theft	0	0	1
Arson	0	1	1

Arrests Made

Liquor Law Violations	0	1	1
Drug Violations	0	1	1
Weapons Violations	0	0	1

No crimes were determined to be hate related.

Downtown Studio Campus

Offense	2006	2007	2008
Murder & Non-negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offenses	0	0	0
Non-forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	1	0	0
Burglary	1	0	1
Motor Vehicle Theft	0	0	0
Arson	0	0	0

Arrests Made

Liquor Law Violations	0	0	0
Drug Violations	0	0	3
Weapons Violations	0	0	1

No crimes were determined to be hate related.

Rampart Range Campus

Offense	2006	2007	2008
Murder & Non-negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Forcible Sex Offenses	0	0	0
Non-forcible Sex Offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0

Arrests Made

Liquor Law Violations	1	0	0
Drug Violations	0	0	0
Weapons Violations	0	0	0

No crimes were determined to be hate related.

Falcon Campus

Offense	2006	2007	2008
Murder & Non-negligent Manslaughter	-	-	0
Negligent Manslaughter	-	-	0
Forcible Sex Offenses	-	-	0
Non-forcible Sex Offenses	-	-	0
Robbery	-	-	0
Aggravated Assault	-	-	0
Burglary	-	-	0
Motor Vehicle Theft	-	-	0
Arson	-	-	0

Arrests Made

Liquor Law Violations	-	-	0
Drug Violations	-	-	0
Weapons Violations	-	-	0

No crimes were determined to be hate related.

ppcc Connect

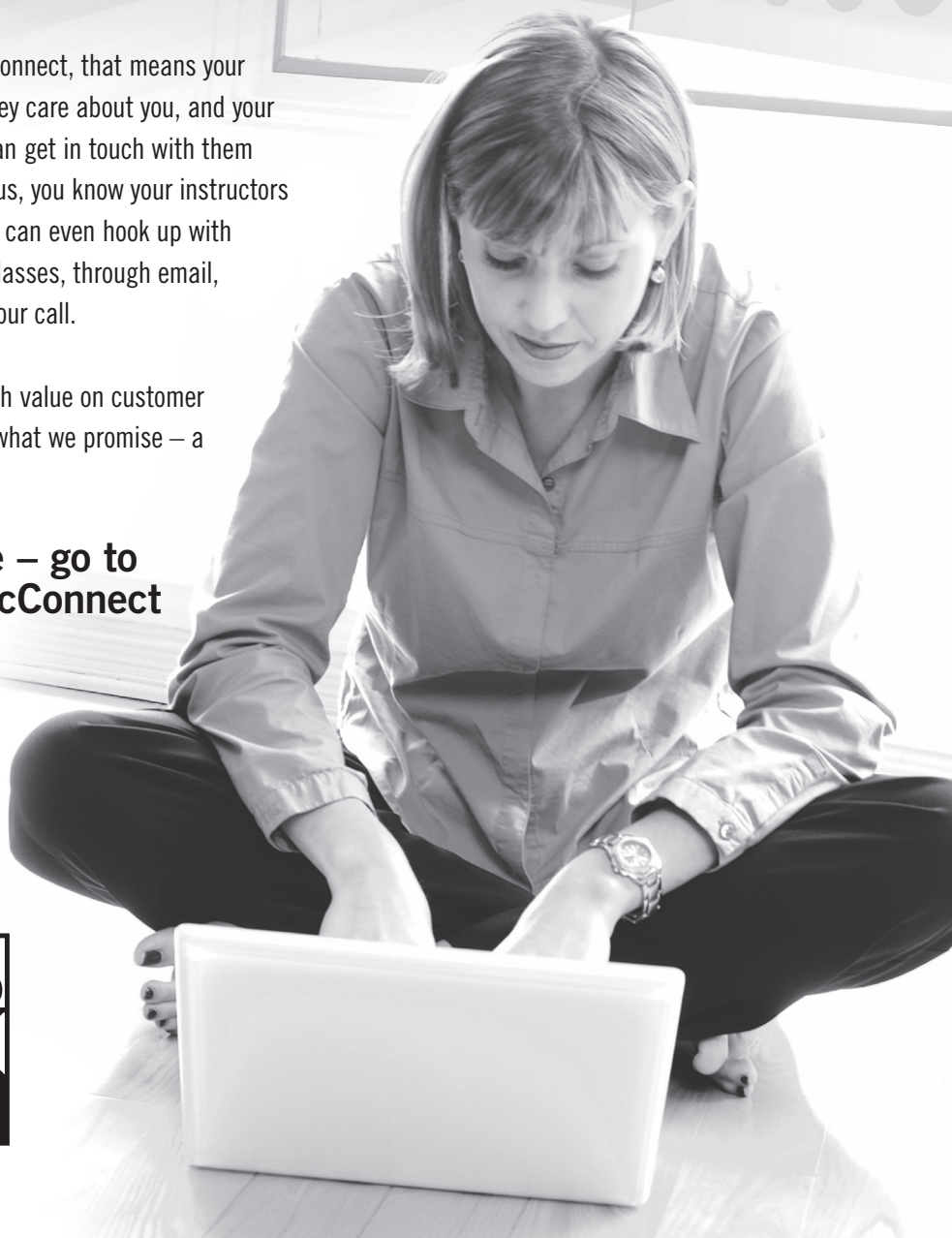
online classes

Online classes give you the freedom to study when you choose, where you choose, and still get the benefits of interacting with your instructor and classmates.

When you choose ppccConnect, that means your instructors are local. They care about you, and your success matters. You can get in touch with them frequently, and fast. Plus, you know your instructors are highly qualified. You can even hook up with other students in your classes, through email, chat, or in person. It's your call.

At PPCC, we place a high value on customer service, and delivering what we promise – a topnotch education.

**Find out more – go to
ppcc.edu/ppccConnect**



Services for Students

Career Planning and Advising Center	32
Child Development Centers	32
Copy Center	32
Department of Public Safety	33
Disability Services, Student (OASIS).....	33
Information Technology Support Services	33
Learning Assistance Center/Tutoring	34
Library.....	34
Math Labs.....	34
Men’s Multicultural Retention Program	35
Ombudsman	35
Orientation Program for New Students.....	35
Reading Lab.....	35
Records	35
Southern Colorado Educational Opportunity Center (SCEOC).....	35
Student Crisis Counseling.....	35
Testing Center.....	36
TRiO–Student Support Services	36
Veterans Affairs Office	36
Veterans Upward Bound	36
Visitation Program (Four-year Colleges/ Universities).....	37
Writing Center	37
Campus Life	
Activities	37
Athletics.....	37
Campus Center	37
ID Cards	37
Fitness Center.....	37
Recreation/Sports Clubs	38
Student Government	38
Student Clubs and Organizations.....	38

Services for Students

Career Planning and Advising Center

Centennial Campus • A-119 • 502-3232

Downtown Studio Campus • DO-S102 • 502-3232

Rampart Range Campus • S-101 • 502-3232

Falcon Campus • FN-119 • 502-3232

The Career Planning and Advising Centers guide students as they answer the fundamental question, "Why are you here?" Career Planning assists students with clarifying their career goals, choosing the PPCC educational program that best fits their needs, and mapping their path for the chosen course of study. Once the course of study is selected, students are helped to choose the appropriate classes that will meet their goals. Advising is required for new students in degree or certificate programs, and is strongly recommended for all other students. First semester advising is done in the Career Planning and Advising Centers; advising for continuing students is done by the student's assigned faculty advisor (with services provided by Career Planning and Advising if the faculty advisor is not available). The following services are provided at the Centers:

Career Planning

- Career counseling (individual and group) to help with decision-making, goal setting and choosing a college major
- DISCOVER Career Guidance and Information System, a comprehensive planning tool which includes career inventories and career information databases
- Career maps for all Pikes Peak Community College program areas

Advising

- Explanation of basic skills (placement test) results, and assistance in selecting classes to resolve any academic deficiencies
- Help in choosing and registering for classes for the first semester enrollment
- Information on course sequence and prerequisites
- Help in adding or dropping classes
- Assignment of a faculty advisor for guidance in future semesters
- Assistance with changing a course of study or faculty advisor
- Advising on classes when faculty advisor is not available

Employment Services

- Individual and group training for job-seeking skills, including resume writing and interviewing
- Resume production service for current PPCC students and graduates
- Information on the local labor market and planning a job search
- Career Connection online employment services system (available for current PPCC students and graduates)
- Internet access to job banks

Child Development Centers

Centennial Campus • 502-2323

Rampart Range Campus • 502-2424

The Child Development Centers (child care) located at the Centennial and the Rampart Range Campuses offer comprehensive educational child care services for children age six weeks to five years in infant, toddler, and preschool programs. Children participate in art activities, science, math, music, creative play, language arts, computers, and outdoor play.

The CDC's are licensed by the Colorado Department of Human Services and are in self-study for reaccreditation by the National Association for the Education of Young Children. The Centers are staffed by certified early childhood teachers who are assisted by student staff teacher aides. The Centers serve as a practicum site for students enrolled in the Early Childhood Education Program and the Area Vocational Program.

Children of Pikes Peak Community College students, staff, and faculty are eligible to enroll. The CDC's are open when College classes are in session. Cost of child care is on an income-based sliding scale. Advance registration is required for all programs. Some classrooms may have a waiting list.

Both facilities have a Parent Resource Room where family community resources and parenting materials are available to all students. Workshops, meetings, and support services for parents and families are offered.

Copy Center

Centennial Campus • B-234 • 502-2111

Services are available to students, faculty, and staff for both personal and work-related jobs. The Copy Center is open Monday through Friday, 7:30 a.m. to 5:00 p.m. and offers black and white copies and transparencies; one and two color printing (large quantities only); color banners and posters; design, layout, and production services; folding, binding, padding, and hole punching.

Department of Public Safety

Centennial Campus • A-100 • 502-2900

Downtown Studio Campus • DO-S101 • 502-2900

Rampart Range Campus • N-106 • 502-2900

Falcon Campus • FN-110 • 502-2900

The Department of Public Safety is located at all campuses. The officers at all campuses can be reached via telephone at 719-502-2900. **Emergency calls should be directed to 719-502-2911.** The Department of Public Safety is staffed by 15 state certified peace officers. All PPCC Campus Police officers are commissioned State peace/police officers. They have full police authority and function the same as any other law enforcement agency in the State of Colorado and on College property.

Disability Services, Student (OASIS)

Centennial Campus • A-115 • 502-3333 V/TTY

Downtown Studio Campus • DO-S126 • 502-3333 V/TTY

Rampart Range Campus • S-101 • 502-3333 V/TTY

Falcon Campus • FN-106 • 502-3233 V/TTY

The Office of Accommodative Services and Instructional Support (OASIS) strives to create an accessible environment by providing reasonable and appropriate services and accommodations for students with documented disabilities. The College is committed to providing quality educational support for the diverse needs of its students.

Support services and accommodations may include:

- Computer Assistive Technology
- alternative testing arrangements
- advocacy training
- identification of strengths and weaknesses
- instruction in learning strategies
- note taking (primarily student volunteers)

- readers/scribes for accommodative testing only
- text in alternate formats
- interpreting services (Sign Language)

OASIS is available to the PCC community—students, faculty, and staff—for consultation and collaboration on disability issues.

It is the responsibility of students requesting an accommodation due to a qualifying disability to self-identify by registering with OASIS, to apply for supportive services, and to furnish documentation about the nature and extent of their disability. This information is kept confidential and will be used to plan for appropriate services and accommodations. Students must meet with their disability specialist **prior to the beginning of each semester** to discuss arrangements for needed accommodations. The College is not obligated to provide or continue to provide non-OASIS approved accommodations.

Please note: An Individualized Education Plan (IEP), Summary of Performance (SOP), 504 Plan, or General Education Initiative from a secondary school may NOT provide thorough information for the documentation of disability and needed accommodations. Please refer to the documentation guidelines, available in OASIS, for the required information.

Informing other staff or faculty does not constitute registering with OASIS. Accommodation requests are evaluated individually to make a determination regarding the provision of reasonable accommodations based on a review and analysis of documentation and circumstances.

Determination of accommodations can be an involved and lengthy process; therefore, students are encouraged to begin the OASIS registration process and submit required documentation as soon as possible. For incoming students, this should be done **six to eight weeks prior** to their first semester. For current OASIS students, this should be done at least four to eight weeks prior to each semester to allow time to provide supported accommodations in a timely manner.

Proof of purchase for textbooks is required before alternate format materials can be ordered which can take **four to eight weeks** to receive.

It is OASIS' practice to NOT support accommodations on a provisional basis. However, OASIS may, at its discretion, support accommodations on a provisional basis (one semester only) in the absence of adequate required documentation but in the presence of circumstances that indicate an obvious qualifying disability (i.e. Blind/Low Vision or Deaf). However, students who receive provisional accommodations must provide the required documentation in order to continue receiving accommodations beyond the one semester of provisional accommodations. This is the case even if an undocumented qualifying disability is present. Updated documentation may be required depending on the disabling condition, current status of the student and the student's request for accommodations.

Please note that accommodations will not be provided even on a provisional basis if there is no indication of a qualifying disability as determined by an OASIS Accommodation Request Determination review. Also, the following may not permit the implementation of any supported accommodation(s): required course Standard Competencies; required essential job duties of an internship or practicum; or degree requirements or national technical standards. Please check with your program area regarding requesting contact information to request accommodations for any professional certification of licensure testing that is not administered by the College. Please refer to the Disability Services Notification for Faculty (accommodation form) for requests that are not guaranteed accommodations because they are discretionary.

It is the student's responsibility to self-advocate for approved accommodations that are not being provided since accommodations cannot be provided retroactively.

All students, with or without a documented disability, must adhere to the Student Code of Conduct.

Computer Access Center. The Computer Access Center is located at the Centennial Campus. The center utilizes computer assistive technology such as screen readers, voice recognition, alternative input/output devices, and screen magnification. Courses combining word processing and assistive technology are offered.

Learning Disabilities Support Services. Assistance is provided for students with learning disabilities through a partnership with OASIS. Support services that encourage success include identification of strengths and weaknesses; promotion of self-advocacy; instruction in learning strategies, basic skills, and study skills; help with course selection; and implementation of appropriate accommodations.

Interpreting Services. Interpreter, Oral, and Transliteration services are available for Deaf and hard of hearing students who have documented need. Call 719-502-3026 V/TTY or VP 358-2453 for more information.

Information Technology Support Services

Centennial Campus Main Office • A-111 • 502-2438

Centennial Campus Computer Lab • A-300 • 502-2442

Downtown Studio Campus Computer Lab • DO-N106 • 502-2443

Rampart Range Campus Computer Lab • E-203 • 502-2408

Falcon Campus Computer Lab • FN-601 • 502-2409

The Information Technology Support Services (ITSS) division provides a wide variety of technology services to the College, as well as limited service to the Colorado Community College System and other State entities. Our services span desktop-to-server-to-mainframe computing, networks, telecommunications, Internet connectivity, administrative and academic systems, security, instructional technology, computer labs, plus many support services.

ITSS works with College divisions and departments to develop and implement new systems and technologies. At the same time, we provide quality service and support to all members of the College community.

ITSS provides current students with an account on the instructional network and an e-mail address accessible via the Internet.

Classroom and lab computers are networked with access to the Internet and the instructional network. Each full service campus has its own local area network (LAN). All campus LANs are connected via high-speed connections to provide students, faculty, and staff with the ability to seamlessly access data from any campus. Regular backups are performed to ensure that coursework and other data are recoverable in the event of a disaster.

ITSS computer labs at the Centennial, the Downtown Studio, Rampart Range, and Falcon campuses are available to students, faculty, and staff. ITSS computer labs are also open evenings and weekends to provide students with extended access to technology resources. Hours of operation vary by semester and by campus, so please call for current lab hours or visit www.pcc.edu/student.

Lab staff is available to assist students, faculty, and staff with questions and/or problems in the computer labs. Students seeking tutoring services should contact the Learning Assistance Center/Tutoring at 719-502-3444.

Centennial Campus Computer Lab. Located in room A-300, the computer lab at Centennial campus has over 85 computers including both PCs and Macs. Equipment available for student, faculty, and staff checkout includes digital cameras, video cameras, and headphones. Faculty and staff may also checkout LCD projectors, laptops, and TV/VCR combo units for a period of up to 24 hours. Please call in advance to reserve this equipment.

The Centennial Campus computer lab includes a multimedia area available for students emphasizing Multimedia Graphic Design (MGD) and Computer Aided Drafting (CAD) programs. This area of the lab is available for all students, faculty, and staff with preference given to those students currently enrolled in MGD and CAD classes.

Downtown Studio Campus Computer Lab. Located in room DO-N106a, the lab is equipped with 19 multi-platform computers. Access to the Internet, as well as the instructional network, is provided to assist students with their coursework.

Rampart Range Campus Computer Lab. Located in room E-203, this computer lab is equipped with 33 multi-platform computers. Each computer has access to the Internet, as well as the instructional network, to assist students with the completion of coursework.

Falcon Campus Computer Lab. Located in room FN-601, this lab has four PCs and 15 wireless laptops. Access to the Internet, as well as the instructional network, is provided to assist students with their coursework.

Wireless Access. Wireless access to the Internet is available in the student commons areas of the Centennial, Downtown, and Rampart Range Campuses.

Learning Assistance Center/Tutoring

Centennial Campus • A-212 • 502-3444

Downtown Studio Campus • DO-S126 • 502-3444

Rampart Range Campus • S-101 • 502-3444

Falcon Campus • FN-Pod 603 • 502-3830

The Learning Assistance Center/Tutoring is available to assist you in achieving your learning goals and helping you reach your fullest academic potential at PPCC. We offer:

- College Success workshops
- Learning Styles Inventories
- Placement test and Finals workshops
- Success Planning
- Supplemental Instruction (SI) sessions
- Tutor Training
- Tutoring (Group and additional)

Free services and tutoring are available to all PPCC students. Group sessions are available on a drop-in basis; however, students in need of additional tutoring must complete and submit an Application for Tutoring. Tutoring is dependent upon available resources; instructor referrals do not guarantee tutoring assignments.

In addition, students seeking tutoring services must:

- Follow the course sequence outlined by their academic advisor (tutoring does not take the place of prerequisites).
- Be enrolled in the class for which tutoring is requested
- Attend class, participate, and make reasonable academic progress
- Utilize College resources (i.e. Math Lab and/or Writing Center)

Additional tutoring is limited to two subjects per semester. Additional tutoring is also limited to two completed semesters for the same course.

Library

Centennial Campus • A-201 • 502-2400

Rampart Range Campus • N-201 • 502-2440

The Library provides a supportive learning environment at both the Centennial and the Rampart Range Campuses. Services provided at both locations include the online catalog, circulation and reference librarian assistance, computers including laptop checkouts (in-library use only), DVD & video cassette players, group study rooms, and interlibrary loan. Resource materials include electronic databases, e-books, online resource links, over 46,000 print books, plus print journals, magazines, newspapers, DVD's, CD's, audio books, maps, and archived materials. A small children's library is available at both locations.

Reference and Research Service

Our professional reference staff members serve as information guides and help students, faculty, staff, and community users find their way to the most relevant sources, whether in print or electronic form. The library staff consults with faculty to develop the library's collection and investigate various online databases to determine the most useful for the college community. The reference staff also provides library instruction to classes, and compiles bibliographies, help sheets, and other written materials.

Math Labs

Centennial Campus • A-316 • 502-3250

Downtown Studio Campus • DO-S212 • 502-3270

Rampart Range Campus • N-204 • 502-3260

Falcon Campus • FN-602 • 502-3850

The Math Labs offer a pleasant environment where students can drop in without an appointment to do their homework and receive free tutoring by math faculty. Tutoring is available at virtually all levels of mathematics. The math tutors are able to sit down with students having questions and assist them in understanding the mathematical concepts they are attempting to learn. The Math Lab tutor schedule will be posted during the first week of class. Please check the appropriate campus for posted hours.

In conjunction with the Learning Assistance Center, the Math Labs often have supplemental instructors available. Supplemental instructors (SIs) are students approved and trained by the Learning Assistance Center (A-212 on the Centennial Campus) to tutor specific levels of mathematics. Supplemental instructors work either individually with students or with groups of students.

The Math Labs also have DVDs available for many math courses. The DVDs can be used with the computers in the Math Labs.

MyMathLab and ALEKS are also available in the Math Labs and computer labs on each of the campuses. These software products can be used by any student for further study in Math 030, 060, 090, or 099.

Men's Multicultural Retention Program

Centennial Campus • A-118 • 502-2265

The Men's Multicultural Retention Office provides advocacy for students of diverse cultural backgrounds. This office strives to connect students with opportunities to enhance their educational goals and personal success. Some of the opportunities available include academic coaching and mentoring, referrals to campus and community resources, and events that support multicultural students in their efforts to persist in and graduate from college.

Ombudsman

Centennial Campus • A-324 • 502-2012

A student Ombudsman is available on Centennial Campus. The Ombudsman can help students define available options for problem resolution and provide referrals to community agencies for services not provided on campus. For additional information, call 719-502-2012 or email ombudsman@ppcc.edu.

Orientation Program for New Students

New Student Orientation is MANDATORY for first time college students seeking an AA or AS degree. This includes students who attended either PSEO or AVP college classes. Orientation can be completed in person or online at www.ppcc.edu/orientation. New students who are not AA or AS degree seeking are also encouraged to attend. The Orientation Program for New Students consists of open group sessions before each semester, or students may choose to log on to a virtual New Student Orientation. Admissions, Student Life, Public Safety, and Financial Aid staff explain more about their services at the group orientation, but the same valuable information is available in the online delivery format. Due to limited seating, contact the Enrollment Services Center at 719-502-3000 to reserve your seat. Additional information can be found at www.ppcc.edu.

Reading Center

Centennial Campus • A-312 • 502-3510

The Reading Center operates in room A-312 on the Centennial Campus and by appointment on all PPCC campuses. The Reading Center is prepared to provide instruction for a variety of student needs and will ensure that each student has the necessary reading strategies to master a college textbook, to complete assigned readings and to establish a level of understanding which will improve his/her chances of success in their classes. Call 719-502-3510 or stop by A-312 for further information.

Records

Centennial Campus • A-107 • 502-3000

Downtown Studio Campus • DO-S100 • 502-3000

Rampart Range Campus • S-102 • 502-3000

Falcon Campus • FN-109 • 502-3000

All records of enrollment at PPCC are kept in the Enrollment Services Centers. Transcripts are available free upon request within certain timelines, normally one to three days for processing. Transcripts are not released without the student's signature and will not be released until all accounts with the College are current. Students may view their records and ask to have information corrected or kept private.

The College releases directory information upon legitimate request. Directory information is defined as a student's name, date of birth, semesters attended, most recent previous school attended, major field of study, and degrees and awards received. To keep this information private, students may file a written request with the Enrollment Services Centers. The form is located at www.ppcc.edu/current-students/records.

All students attending classes at PPCC are assumed to be independent, and therefore, information, other than directory information, is not provided to parents or other persons or agencies unless the student authorizes the release of data by completing the "Release of Non-Directory Information" form.

No transcript or information other than that listed above is normally released to the public without written consent that specifies the information to be released. The College releases records and accounts to appropriate U.S. government representatives in compliance with federal statutes. In addition, certain state officials may lawfully be entitled to information from student records.

Information concerning the Family Educational Rights and Privacy Act is available in the Enrollment Services Centers and online at <http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html>.

All application/records materials become property of PPCC when submitted to the institution.

Southern Colorado Educational Opportunity Center (SCEOC)

Centennial Campus • A-115 • 502-3028

Downtown Studio Campus • DO-S126 • 502-3028

The SCEOC helps low-income or first-generation college students. Services include help with completion of financial aid and admission applications, guidance in selecting a college, and information about current scholarships as well as online scholarship searches, federal tax preparation, career counseling, testing, and workshops. All services are free.

Student Crisis Counseling

Centennial Campus • C-206

Downtown Studio Campus • DO-S126

Rampart Range Campus • S-207B

Falcon Campus • FN-106

Between classes, work, family, finances and regular life events, college students encounter a great deal of stress over the course of their education. While most students cope successfully with the demands of college life, for some the pressures can at times become overwhelming and unmanageable. At those times, the Student Crisis Counseling Office is here to help. We have licensed counselors who provide confidential crisis intervention and support, and referrals to campus and community resources as well as for ongoing counseling and Mental Health care.

To reach our Crisis Counselors call **719-502-4782**. If you or another person experiences a mental health crisis or other emergency outside of normal business hours, call Public Safety at 2911 from campus. If you are off campus go to your nearest Emergency Room or dial 911.

As always, if you are on campus and experience or observe a dangerous situation call Public Safety at 2911.

Online resources are also available at www.ulifeline.org/schools/ppcc, an anonymous, internet-based resource that provides students with non-threatening and supportive links to information and resources, and information regarding stress, pressures of college life, depression or mental illness and more. ULifeline was created by students for students with the support of the JED Foundation and under the supervision of respected mental health professionals (adapted from www.jedfoundation.org retrieved January 2007).

Important Note: By acting as a resource broker for the aforementioned services (i.e. counseling, treatment, re-entry programs and rehabilitation services), the State of Colorado, the State Board for Community Colleges and Occupational Education (SBCCOE), Pikes Peak Community College and its former and current employees assume no responsibility/liability for the services (or lack thereof) provided by the referred agency or agencies.

Pikes Peak Community College, the State of Colorado, the State Board for Community Colleges and Occupational Education (SBCCOE), and its former and current employees are not responsible for any content on Ulifeline's website that is posted outside of PPCC's dedicated web space.

Testing Center

Centennial Campus • A-117 • 502-3370

Downtown Studio Campus • DO-S102 • 502-3390

Rampart Range Campus • S-101 • 502-3380

Falcon Campus • FN-119 • 502-3817

In addition to the college skills placement testing, the Testing Center offers the following services:

- CLEP and DSST (DANTES) testing for college credit
- GED testing for the Colorado High School Equivalency Diploma
- Independent Study, Telecourse, and classroom make-up testing
- Test proctoring for other colleges
- Various certification exams
- LSAT on national test dates

For additional information regarding College Skills Placement Testing, please see page 12.

All new students entering the English Language Institute (ELI) must take a placement test. This test will place new students into one of three levels; basic, intermediate, or advanced. The test is available on computer at all three campuses or in paper/pencil format for those students who are not comfortable with computerized tests. ELI students should call 719-502-3535 for further information.

Accommodations are available for students with documented disabilities.

Please call any of the Testing Centers for additional information.

TRiO-Student Support Services

Centennial Campus • A-121 • 502-3222

Student Support Services (SSS) is a federal program that helps low income, first generation and disabled students achieve college goals.

Eligibility

To be eligible to participate in the TRiO-Student Support Services Program, individuals must meet the following requirements:

- Be enrolled in an Associate's Degree program at PPCC (full time students have priority).
- Have a need for academic support to successfully complete a PPCC degree or transfer to a four-year college.
- Be a low income individual, first generation, or a student with a documented disability.
- Be motivated

Available Services for Students

TRiO-Student Support Services offers the following to program participants:

- Individual and small group tutoring
- Academic and career planning
- Four-year college/university campus tours
- Peer academic mentoring
- Scholarship and financial aid searches
- Pre-semester conferences and workshops
- Learning and study strategies inventories
- Help with transfer decisions

Veterans Affairs Office

Centennial Campus • A-107 • 502-2060

Pikes Peak Community College is approved by the Colorado State Approving Agency for Veterans Education. Our degree and certificate programs are approved for payment of educational benefits to those veterans and dependents that are determined eligible by the Veterans Administration.

The Veterans Affairs (VA) Office will help eligible veterans and dependents apply for veterans' education benefits. The VA Office will also help with VA tutoring, vocational rehabilitation, and advising. For information and forms go to www.ppcc.edu/current-students/special-assistance-programs/veterans or email va@ppcc.edu.

Veterans Upward Bound

Centennial Campus • A-116 • 502-4545

The Veterans Upward Bound (VUB) program offers free classes and advising to qualified veterans and active duty military members. The classes offered are English, Math, Spanish, Basic Science, Computer Skills and Career Counseling. All class materials are provided by VUB.

VUB staff members are VA certifying officials and provide assistance for financial aid, scholarships, and admission applications. Emphasis is on low-income and first-generation students.

Courses do not count for college credit but prepare the student for college. The free English and Math classes can be taken in lieu of remedial classes at PPCC to assist students in their basic skills. Classes may be repeated as often as needed.

Visitation Program (Four-year Colleges & Universities)

All Campuses • 502-3237

The Visitation Program will help students make a smooth transition to a four-year college or university in Colorado. Representatives from four-year schools regularly visit Pikes Peak Community College to meet with students who plan to transfer after receiving an Associate's Degree from PPCC.

Writing Centers

Centennial Campus • A-312 • 502-3510

Downtown Studio Campus • DO-S212 • 502-3530

Rampart Range Campus • N-202 • 502-3520

Falcon Campus • FN-602 • 502-3840

Pikes Peak Community College offers students personal instruction in the areas of critical thinking, critical reading, English as a Second Language, and effective writing at all campus locations. We offer one-to-one conferencing, online tutoring, and computer assisted instruction for students enrolled in any course, not just English Composition.

Writing Center instructors can help with the writing process, topic focus, content development, organization, research strategies and documentation; and we can help students develop skill with self-editing (principles of grammar and mechanics). While we do not simply copy-edit (proofread) papers for students, we will help students learn to identify patterns of errors in their own writing, and we will help students find ways to correct those errors.

Please drop-in (or call) to make an appointment or to browse our collection of handouts covering common writing concerns. You may also e-mail us at owl@ppcc.edu. And please do check us out at www.ppcc.edu/current-students/special-assistance-programs/writing-center.

Campus Life

Centennial Campus • A-210 • 502-2522

Downtown Studio Campus • DO-N106 • 502-2538

Rampart Range Campus • S-207 • 502-2577

Activities

The Campus Activities Office directs a full schedule of cultural, wellness, arts, and topical events aimed at enriching student life on campus. Lunch hour concerts, make-overs, horoscope readings, juggling, and novelties typify activities between classes, while monthly Open Mic poetry nights, occasional music jams, and read-ins promote student self expression. Wellness and lifestyle activities include the Fitness Fair, Smoke-out, blood drives, flu shots, and personal growth focused programs. Multi-cultural events include heritage focuses on African Americans, Native Americans, and women, with special events offerings of Cinco de Mayo activities, Mariachi music, and West African dance. Current events are covered with a wide range of speakers, panels and forums. The Campus Activities Office invites your ideas and participation. Please call 719-502-2091 for more information.

Discounted tickets and selected city and state events are available to students. PPCC also has a membership to the Colorado Springs Fine Arts Center, making admission to the gallery and access to the art library free to students as well as offering discounts in the FAC gift shop. Through the Campus Life Office, students can also reserve meeting room space in the Campus Center.

Athletics

PPCC has three independent sports teams. Co-ed soccer, karate, and volleyball teams compete on recreation leagues. The club team programs are housed at the Centennial Campus in the Recreation and Sports Programming Office. For information about athletic programs, team try-outs, and a schedule of team events, call 719-502-2555.

Campus Center

Centennial Campus houses a campus center, called The Grove, where student faculty and staff can relax and build community. This facility is "home away from home" where one can find lounge area, study space, TV, free Wi-Fi, music and games. Student Government is located across the hall. Campus Life Offices are located here. The Downtown Studio, Rampart Range, and Falcon Campuses each house student space for lounges, study areas, activities, vending machines and Campus Life.

Mission Statement: Campus Life invests in student success by building community through programs, services and environments that inspire learning, promote personal growth, and foster responsible citizenship.

ID Cards

Every PPCC student needs a photo Student Identification Card. A properly validated Student ID Card enables students to use the Library to check out materials or use the computer lab or other services. It also entitles students to free or reduced admission to student plays, dances, events, and other activities.

Students may obtain a Student ID Card their first semester at PPCC at the Campus Center Info Desk at Centennial, the Downtown Studio, Rampart Range or Falcon Campuses. This ID is valid for the student's entire career at PPCC. If the ID Card is lost, students can obtain a replacement ID for a charge. Proof of identification such as a driver's license, photo ID, etc., is required for all new and replacement IDs.

Other Photo ID's. The Campus Life office will also produce special ID's for nursing practicum students, Fitness Center members, etc. upon special arrangement for a nominal charge.

Fitness Center

Centennial Campus • A-262 • 502-2555

The Fitness Center is a state-of-the-art cardiovascular/weight training facility located at the Centennial Campus. The facility has computerized bicycles and treadmills; a 12-station Super Circuit; elliptical trainers; AMTs; stair-steppers; and over a dozen muscle group machines. The Fitness Center is open six days a week. To use the Fitness Center, students must enroll in either PED 110, 111, 113, 115, 116, 210, or 211 or join the Student Wellness Program.

Recreation/Sports Clubs

The Recreation and Sports Office is in the Centennial Campus gymnasium. The gymnasium is open for recreational use by students and staff. Open gym activities include basketball, volleyball, and aerobics. The recreation program includes intramural, recreational tournaments, wellness events, and outdoor equipment rentals. The office schedules/coordinates the gymnasium, track, tennis courts, and soccer field. Club sports such as skiing, basketball, volleyball, karate, soccer, cycling, and others are available. For information, call 719-502-2555.

Student Government

Participation in Student Government is a great way to strengthen leadership skills. Student leaders work on various issues affecting students and allocate student activity fees to enhance campus life. Student Government is composed of the president, vice president, secretary, and treasurer; 12 senators; and a State Student Advisory Council representative.

Elections for senate seats are held during fall term. The executive officers are elected during spring term. All elections are now done via an online ballot, watch your student e-mail accounts for information.

Student Clubs and Organizations

More than 20 active student clubs and organizations are available on campus. Some are active relative to an academic/professional area such as Phi Theta Kappa (PTK), Phi Beta Lambda (PBL), Student Colorado Registry of Interpreters for the Deaf (SCRID), Nurses Organization (PPCCANS), Journalism Club, Student Veterans of America (SVA), etc. Others are related to activities/interests such as basketball, skiing, dance appreciation, etc. Still others are active along multicultural/ethnic interest lines, such as Asian Culture Club, Pride Alliance (GLBTA), Black Student Union, etc. Involvement in clubs and organizations is a great way to meet students, to learn and practice leadership skills, and to gain a sense of belonging and loyalty to PPCC. Please see the Student Guide publication called "The Nobody Told Me Book," or visit the Campus Life Office on any campus for more information about how to get involved with clubs and organizations.

Services for the Community

- Services for the Community.....40
- Activities and Events.....40
- The Downtown Studio Gallery40
- Economic and Workforce Development40
- International and Multicultural Education.....40
- KEPC Radio – 89.7 FM40

Services for the Community

Because we are a community college, we continually develop new ways to contribute to our community. To make education more accessible, we offer classes at a variety of locations and times. Distance learning and outreach locations make classes convenient for residents in all parts of our service area. We work with local school districts to provide educational opportunities for high school students.

Activities and Events

As a service to the community, PPCC opens all of its campus activities and events to the public, many free of charge. A sampling of public activities and events are as follows:

- African American History Month
- Back-to-School Bash
- Cinco de Mayo Events
- Family Events
- Living History Series
- Native American Heritage Events
- Social Activities
- Veteran's Day Observance
- Women's History Month

For more information, call the Campus Life Office at 719-502-2522.

The Downtown Studio Gallery

The Downtown Studio Gallery is located in the Downtown Studio Campus of Pikes Peak Community College at 100 West Pikes Peak Avenue. It is a public gallery with a multicultural emphasis. Six to eight exhibits created primarily by artists in the Pikes Peak region, including faculty and students, are offered each year, free and open to the public. Opening receptions often include music, poetry, and dance performances that enhance the theme of the show. For more information, call 719-502-4040.

Economic and Workforce Development Division

The Economic and Workforce Development Division provides Continuing Education courses for individuals and Customized Training programs for business and industry. Continuing Education offerings include occupational skill upgrade and personal enrichment courses. The workforce development unit provides quality training at competitive rates to companies that will enrich employee skills and lead to a more productive workforce. We offer the following services:

- Total training packages including customized curriculum, materials, evaluations, certificates, and pre/post testing
- Hundreds of courses in technology, business, manufacturing, construction, safety, communications, etc.
- In many cases, the ability to apply training toward a certificate or degree option
- Flexible delivery options which allow training on the employer's site, at the College, or another offsite location.
- Reasonably priced meeting, lab, and training rooms
- Official site for administration of Colorado First and Existing Industry Grants

For more information, call the Economic and Workforce Development office at 719-502-3452.

International and Multicultural Education

Our faculty, staff, and administration place a strong emphasis on the importance of international and multicultural education, and we believe it is our responsibility to meet the needs of a changing world by expanding student knowledge and experience in international perspectives. We believe that it is imperative to help develop globally and multi-culturally competent students and citizenry. The College's Strategic Plan notes the importance of "academic programs and activities that reflect the diversity of our society and encourage an understanding of global interdependence."

Pikes Peak Community College has been the recipient of six major Department of Education grants since 1992. These awards, totaling over \$800,000, coupled with substantial College support have allowed the College to pursue exceptionally strong efforts in international curriculum and international professional development for faculty; international activities for the community; and international business, industry, and educational partnerships. Pikes Peak Community College is the only community college in the United States to be twice awarded the American Council on International Intercultural Education's Achievement Award for extensive contributions to global education, in 1993 and again in 2001.

KEPC Radio

Students in the Radio and Television program at Pikes Peak Community College can be heard in Colorado Springs on 89.7 FM, 101.5 in Pueblo and 89.1 in Manitou Springs. Broadcasting in high definition (HD) with nearly 10,000 watts of power, KEPC programs provide a wide variety of music and other programming.

Throughout the semester, PPCC Radio and Television students produce many public service announcements and promotional announcements of interest to PPCC students and community members. Listeners will receive information about PPCC activities and events, many that are free and open to the public.

KEPC is on the air 24 hours a day, seven days a week. KEPC can be heard live globally on the Internet at www.ppcc.edu/KEPC/.

For more information, call 719-502-3166.

Educational Programs

Degree and Certificate Criteria.....42

Degree Eligibility42

Options for Current High School Students

Area Vocational Program (AVP).....42

Post Secondary Enrollment Options (PSEO)43

Articulation Agreements.....43

High School Student Records43

College Preparatory Programs

Purpose and Goals43

Advancing Academic Achievement.....43

English Preparatory Program43

Mathematics Preparatory Program.....43

Reading Preparatory Program44

English as a Second Language Preparatory
Program44

Alternative Delivery Methods/Distance Learning Options

Interactive Television44

PPCC Online Courses44

Video-Conference Classes44

PPCC Hybrid Courses.....44

CCC Online Courses44

Weekend College45

Independent Study Courses.....45

Open-Entry/Open-Exit Courses45

Military Programs45

Credit for Prior Learning.....45

Degree and Certificate Criteria

To receive a degree or certificate, students must satisfactorily complete the program requirements outlined in the PPCC Catalog in effect when they were first admitted to the College. If students have not attended for two semesters (excluding the summer term), they must meet the program requirements published in the catalog in effect at the time of re-enrollment. In some cases, the Vice President for Educational Services may waive this requirement and specify an alternative course of study. Students may not re-enroll in a program which has been or is in the process of being discontinued. If students take longer than five years to complete a program and the program requirements change, they will need to request a waiver from the program division to graduate under the old requirements.

Pikes Peak Community College offers Associate of Arts (AA), Associate of Science (AS), Associate of Applied Science (AAS), and Associate of General Studies (AGS) degrees and Certificates of Completion. There are day and night classes in over 120 areas of study in arts and sciences (transfer) and career and technical areas. Career and technical programs prepare students to enter the workforce after graduation. Arts and sciences (transfer) courses provide the first two years of a bachelor's degree. Additionally, courses may be taken for personal enrichment or to learn specific skills. Some career and technical programs run for 5- or 7 $\frac{1}{2}$ -week sessions, and some will accept student enrollments at any time.

Many freshman and sophomore level courses (numbered in the 100s and 200s) will transfer to four-year colleges and universities in Colorado, and a number of public and private schools outside Colorado. PPCC is a member of the GT Pathways Curriculum project, a statewide articulation process among all state community colleges, four-year colleges, and universities. Academic advising is available if students wish to transfer to another school after graduating from PPCC. Pikes Peak Community College has special transfer arrangements with many public and private four-year colleges and universities. Visit www.ppcc.edu/prospective-students/transferring-from-PPCC/ to learn more.

AA and AS students must complete all required courses with a grade of C or better in order to apply for a degree or certificate. Remedial courses and elective credits that are not required by the applicable program are not included in this requirement.

Certain courses are scheduled to be taken together as a set during one semester. Each of these courses builds on and complements the knowledge and skills learned in the other. The course description for each of these paired courses refers to the concurrent enrollment requirements.

Some programs require that a course sequence be completed. Courses in one sequence are not interchangeable with courses in the other.

College preparatory courses in English, reading, mathematics, study skills, and English as a Second Language are designed to help improve skills and facilitate success in college work. Courses numbered below 100 are developmental and normally are not accepted for transfer by other schools and normally do not count toward degree requirements at PPCC.

Independent study and selected topic courses are individually evaluated for transfer by the receiving school based on petition. Students should keep all records of the class (syllabus, tests, papers, and other projects) for evaluation by the receiving school.

Degree Eligibility

Students who receive an AGS degree may subsequently pursue an AA, AS, or AAS degree. If they have received an AAS degree, they may pursue an AA, AS or AGS degree. However, students who have completed the degree requirements for an AA or AS degree from PPCC may not then also apply for an AGS degree.

PPCC will accept 45 applicable credits toward a second degree or certificate.

Having earned an associate or higher academic degree from an accredited school generally disqualifies students from receiving an associate degree from PPCC in an identical or closely related program. However, the Vice President for Educational Services may waive this restriction.

Options for Current High School Students

Centennial Campus • A-220 • 502-3111

Area Vocational Program

High school students may enroll in the PPCC Area Vocational Program (AVP), which provides career and technical training in the program areas listed below. This program allows students to earn high school credit. At the end of a student's enrollment period, any college credit earned will be documented by the faculty and forwarded to the PPCC Enrollment Services Centers.

Occupational Programs Available

- Auto Collision Technology
- Automotive Service Technology
- Computer Aided Drafting
- Computer Information Systems/Gaming
- Criminal Justice
- Culinary Arts
- Diesel Power Technology
- Early Childhood Professions
- Fire Science Technology
- Med-Prep/Skills
- Med-Prep/Careers
- Multimedia Graphic Design
- Radio and Television
- Sign Language and Interpreter Preparation
- Welding
- Zoo Keeping

Students enroll in the Area Vocational Program as part of their daily high school schedule. School districts under contract pay the costs of this program. The Area Vocational Program delivers career and technical education that provides each student with the concepts, academic and technical competencies, career skills, attitudes, and work habits essential to gain entry-level employment following high school graduation.

Instruction is provided in a two hour and forty minute day, five-day-a-week schedule throughout the school year. Most classes are offered during the morning session though some may be offered in the afternoon as well. Instruction is provided in classrooms, laboratories, and community settings that use equipment similar to that used in business and industry. In most programs, only AVP students are enrolled; however, some classes include both secondary and post-secondary students.

All area vocational programs operated at Pikes Peak Community College are approved by the State Board for Community Colleges and Occupational Education. All AVP instructors are occupationally experienced and vocationally credentialed to teach in their area of expertise. Enrollment in AVP is completed at the high school. Contact your high school counselor or call 719-502-3111 for more information.

Post-Secondary Enrollment Options (PSEO)

PSEO is a program for college-bound students seeking degrees and certificates or students who simply want to earn college credit while still in high school. PSEO enables high school juniors and seniors to take academic college classes at PPCC and earn high school and/or college credit. Students have the opportunity to enroll in any courses for which they meet the prerequisites, except for developmental courses.

To enroll in PSEO, students must obtain permission from a parent or guardian, high school counselor, and district administrator. Some school districts have a cooperative agreement with PPCC and may reimburse the tuition for qualifying courses. PSEO students must also enroll in the College Opportunity Fund (COF). Contact your high school counselor for more information or to enroll. At PPCC, call 719-502-3111 for more information.

Articulation Agreements

High school students may earn college credits by taking career and technical education courses at their high school. Pikes Peak Community College has articulation agreements with most local school districts. Depending upon the school district, the high school, and the articulation agreement, these courses may include the areas of welding, business, computer information systems, hospitality, visual communications, electronics, early childhood education, culinary arts, computer aided drafting, auto service, auto collision, and marketing. Courses apply toward degrees and certificates at Pikes Peak Community College but may not transfer to four-year colleges and universities. For more information, call 719-502-3111.

High School Student Records

All students attending courses at PPCC are assumed to be independent, and therefore, information is not provided to parents. Students may authorize the release of any data to any person or agency by completing the "Release of Non-Directory Information" form.

For additional information on options available for current high school students, visit www.ppcc.edu/prospective-students/high-school-programs.

College Preparatory Programs

Purpose and Goals

In order to maximize student success, PPCC provides placement testing and college prep courses so students can be assured they are prepared to begin their course of study. Students enroll in college prep courses in mathematics, reading, English, and study skills (Advancing Academic Achievement courses) as prerequisites for college courses as well as for personal enrichment. Research indicates that students who need and take these courses do better in their college-level courses than they would have without them. Refer to the basic skills assessment matrix on page 13.

Advancing Academic Achievement

For students who have concerns about meeting the challenges of college academic requirements or for students who want to improve the study skills they may have learned in previous educational settings, Pikes Peak Community College provides the Academic Achievement Program. Courses in this program are designed to help students develop personalized learning strategies in the areas of time management, goal setting, note-taking, test-taking, textbook reading, memory development, and critical thinking. Students are encouraged to enroll in the appropriate study skills course prior to starting their degree or certificate programs. Students who score into two or more developmental level courses (mathematics, reading, and/or English) should select an Academic Achievement course in their first or second semester at PPCC.

AAA 090 Academic Achievement Strategies
(introduction to college study skills)

AAA 101 College 101: Student Experience

For further information about the AAA Program, please call 719-502-3600.

English Preparatory Program

College preparatory English courses cover basic writing and grammar. These courses are a good refresher for students who have not written college reports or essays. The writing courses, assigned according to placement test scores, help students to express their thoughts in complete sentences, organized paragraphs, and whole compositions. The writing courses progress in the following order:

ENG 030 Basic Writing Skills (basic grammar, usage, punctuation, sentence structure, and paragraphing)

ENG 060 Writing Fundamentals (grammar/punctuation, text interaction, paragraph structure) prerequisite for a number of general education classes.

ENG 090 Basic Composition (writing process, critical thinking, text interaction, effective dictation, and essay structure)

ENG 090 is a prerequisite for

ENG 121 English Composition I and for

ENG 131 Technical Writing I

Mathematics Preparatory Program

College preparatory mathematics courses prepare students for college-level mathematics courses or entry into many occupational programs. Enrollment is based on placement test scores or successful completion of the course prerequisite.

MAT 030 Fundamentals of Math (vocabulary, basic operations, and applications of whole numbers, fractions, and decimals)

MAT 060 Pre-Algebra (vocabulary, basic operations, and applications of fractions, ratio, proportion, percent, signed numbers, algebraic expressions, first-degree equations, and word problems)

MAT 090 Introductory Algebra (solution and application of first-degree equations, inequalities, and formulas; polynomials; factoring polynomials and solving equations by factoring; linear equations; and applications)

MAT 099 Intermediate Algebra (equations, inequalities, systems of equations, polynomials, quadratic equations, rational expressions, rational exponents, radical expressions, graphing and applications)

Reading Preparatory Program

College preparatory reading courses cover phonics, vocabulary, comprehension, rate improvement, critical thinking, and reasoning skills. Enrollment in various reading course levels is based on placement test scores.

REA 030	Basic Reading Skills (word attack strategies, vocabulary development, and comprehension)
REA 060	Foundations of Reading (vocabulary development, comprehension, skill transfer reading, rate improvement)
REA 090	College Preparatory Reading (application of basic reading comprehension skills to high-level reading, critical and analytical reading strategies, and rate improvement)

English as a Second Language Preparatory Program

Centennial Campus • A-229 • 502-3535

The English Language Institute (ELI) is located at the Centennial Campus. It is a semi-intensive English as Second Language program, designed to meet the needs of non-native English speakers. The ELI serves students who wish to improve their English reading, writing, and speaking skills. Many ELI students plan to attend an American college or university or need to improve their English skills for the workplace.

Any student who is interested in taking ELI courses must take the ELI placement exam. Non-native speakers of English whose placement level is below English 090 should take the ELI placement exam and be advised by the English Language Institute.

The English Language Institute has three levels of study—basic, intermediate, and advanced. Courses in the ELI include grammar, pronunciation, composition, reading, and conversation. Full-time students may complete coursework in the ELI in three semesters.

For more information about the English Language Institute at Pikes Peak Community College, visit our website at www.ppcc.edu or call 719-502-3535.

Basic Level

ESL 021	Basic Grammar	5
ESL 031	Basic Conversation	4
	or	
ESL 041	Basic Reading	(4) 9

Intermediate Level

ESL 022	Intermediate Grammar	5
ESL 032	Intermediate Conversation	4
	or	
ESL 042	Intermediate Reading	(4)
ESL 052	Intermediate Composition	4 13

Advanced Level

ESL 023	Advanced Grammar	5
ESL 043	Advanced Reading	4
ESL 053	Advanced Composition	4 13

Additional electives can be taken at any time after Basic level. These electives do not count toward level completion in the English Language Institute.

ESL 011	Basic Pronunciation	3
ESL 012	Intermediate Pronunciation	3

Alternative Delivery Methods/Distance Learning Options

PPCC offers a variety of non-traditional learning options for students who cannot or do not wish to take courses in a traditional classroom setting. The Distance Education program includes a wide variety of interactive television and Internet classes. Go to www.ppcc.edu/current-students and click on Distance Learning to review the options for learning from home or work.

Students who need to set their own schedules for coming to campus can take open entry/open exit courses in business and occupational areas. They can also arrange to complete coursework in specific classes through Independent Study by contacting the appropriate Division Office.

Interactive Television (Section 1TV)

Courses are broadcast live from PPCC's interactive television classroom. Students watch the class on television and call in with questions or comments, which the faculty member will answer during televised class time. Students may also attend the class as it is being taught in the interactive television classroom on the Centennial Campus. 1TV students use the same syllabus as "in-class" students.

PPCC Connect (Sections 1N1, 2N1, 3N1, etc.)

Courses may be taken using home computers to communicate electronically with faculty and other students in the "virtual classroom." Students may also use the computers at PPCC in the instructional computer labs.

Video-Conference Classes (Sections VC1, VC2, VC3, VC4)

Students from all PPCC campuses take classes together over a video-conferencing system that allows participants to see and talk to one another at different sites. Instructors make syllabi and other handouts available on a web site so that students can download and print materials as necessary.

PPCC Hybrid Classes (Sections 1H1/2H1/3H1/4H1)

Hybrid, or blended, classes combine on-campus class sessions with Internet-based course work. In most cases students will meet once a week for lecture, hands-on learning, and face-to-face group activities. Remaining assignments will be completed online. Students can access online activities from any computer connected to the Internet, including those in campus computer labs.

CCC Online (Sections C11, C21)

Courses are offered through a consortium of 13 community colleges in Colorado. Students will register as a PPCC student, but an instructor may teach the classes from any of the 13 schools. Check the website for complete information. Students may also apply appropriate CCC Online classes toward degrees at PPCC. For more information go to www.cconline.org.

Alternative delivery classes meet the same course outcomes as their traditional counterparts and are subject to the same transfer agreements. In addition, there are transfer agreements with colleges both in-state and out-of-state that offer Baccalaureate completion programs using distance/electronic technology. Among these are Regis University, Colorado; Governor's State University, Illinois; Jones International University, Colorado; Franklin University, Ohio; and Northwest Missouri State University, Missouri.

For more information, please call 719-502-3555 or e-mail to Distance. Ed@ppcc.edu.

Students on active military duty, please call 719-502-4100 or e-mail mil.programs@ppcc.edu.

Weekend College

It is possible to earn an Associate of Arts degree at Pikes Peak Community College in two years by attending college only on the weekends. PPCC Weekend College at the Downtown Studio Campus offers a variety of classes for the student who wants to earn a degree but can only attend on the weekends or for the student who just wants to pick up an extra class or two. Classes are offered Fridays in the afternoon and evening, and Saturdays throughout the day. The Weekend College experience can also be enhanced with online classes. Internet and Hybrid offerings, blended classes that allow you the flexibility of combining a traditional classroom experience with at-home Internet learning, are a perfect complement to Weekend College. For more information, call 719-502-3000.

Independent Study Courses

Extended learning options may be offered for students who cannot come to the PPCC campus or cannot attend courses that are scheduled for a standard semester. Learning options available for both regular curriculum and special contract programs include independent study.

College credit is awarded for these courses.

Students receiving financial aid are cautioned to contact the Enrollment Services Centers when registering for independent study courses.

Open-Entry/Open-Exit Courses

Open-entry/open-exit courses are designed to allow students to work at their own pace at times that are convenient for them.

A number of computer courses are offered in the open-entry/open-exit format so that students can begin a course at three different times each semester. These courses are offered at the Centennial, Downtown Studio, and Rampart Range Campuses. For more information, contact the Division of Business, Social and Behavioral Sciences at 719-502-3300.

Military Programs offers a number of computer courses in an open-entry/open-exit format. For more information, call the Peterson AFB Education Center at 719-502-4300 or the Fort Carson Education Center at 719-502-4200.

Military and Veterans Programs

Pikes Peak Community College is dedicated to serving the needs of active duty military and their family members; veterans, and their family members. We are a military friendly institution that delivers high quality education in a wide variety of career, technical and academic areas.

A comprehensive career education program is offered off campus to military personnel for resident credit. Evaluation of previous military education and training, federal government training, and work experience for the possible awarding of credit is available.

Pikes Peak Community College is a member of Service members Opportunity Colleges (SOC), a group of over 1,800 colleges and universities providing voluntary postsecondary education to members of the military throughout the world. The College awards credit for learning from appropriate military education and training experiences, facilitates the transfer of relevant course credits, and provides flexible academic residency requirements.

Service members Opportunity Colleges, developed jointly by representatives of the Armed Services, the Office of the Secretary of Defense, and a consortium of leading national higher educational associations, is co-sponsored by the American Association of Community Colleges (AACC). PPCC also has been selected by the Defense Activity for Non-Traditional Education Support (DANTES) as an approved college and is listed in the DANTES Guide to External Degree Programs. The Associate of General Studies (AGS) degree is offered in conjunction with the Credit for Prior Learning (CPL) program.

Courses for resident credit are offered at the following military installations:

Fort Carson, Colorado
Peterson Air Force Base, Colorado
United States Air Force Academy, Colorado

Veterans may be certified for educational benefits at several of the above locations.

Students on active military duty should call either the Ft. Carson office (Army) at 719-502-4200 or the Peterson AFB office (all other branches) at 719-502-4300. Please see our website at www.ppcc.edu/military for more information.

Credit for Prior Learning (CPL)

Students may earn credit for learning outside the classroom. Credit for Prior Learning must apply to a degree or certificate goal. Credit is given for the following:

- **portfolio:** learning through experiences such as reading and study, work, and on-the-job training or special classes
- **standardized testing:** a satisfactory score on nationally accepted tests such as CLEP and DANTES
- **published guide:** learning given in a nontraditional setting such as a military or industry classroom which must be evaluated in a published guide by a nationally known organization such as the American Council on Education (ACE)

PPCC evaluates prior learning through the Credit for Prior Learning program (CPL). Students may receive up to 75 percent of their total credits for all types of prior learning. For more information, stop by the Enrollment Services Center at the Centennial Campus, or call 719-502-3000.

Students who wish to receive credit for prior learning and plan to transfer to another college or university should verify these credits will transfer. Policies on awarding transfer credit vary from school to school.

3 MONTHS THAT COULD CHANGE YOUR LIFE

Here's a handy timeline that makes getting into college easy

3 MONTHS BEFORE CLASSES BEGIN

• Apply for Admission to PPCC

Apply online at www.ppcc.edu – it's FREE!

At the end of your online application, you'll get a confirmation page. Make sure to write down your Student ID Number – you'll need it. If you are a Colorado resident, make sure you apply for the College Opportunity Fund.

* Are you Active Duty Military or a dependent? If so, pick up a Green Form (Tuition Classification Form) at your military education center and submit it to the college each semester. You'll get in-state tuition and save big bucks!

• Apply for the College Opportunity Fund (COF) Stipend

If you're a Colorado resident, you save even more – the state of Colorado pays a stipend of \$68 per credit hour toward your tuition. But you have to apply! It's easy, and it takes about 4 minutes. Get your Colorado Driver's License or Colorado ID ready for reference, then go to www.collegeincolorado.org. You'll be glad you did.

*Are you Active Duty Military or a dependent? Even if your official residence is outside Colorado, you may be eligible for the COF tuition stipend! Download the COF application, complete, sign, and submit it to Enrollment Services with a copy of your Military ID.

• Apply for Financial Aid

One application is all you need! Apply online at www.fafsa.ed.gov. Have your latest Federal Income Tax Return handy, or your parents' tax return, if you're listed as a dependent. You'll need it to complete the application.

One out of every three applications is selected for verification. Make certain that you read all the correspondence you receive from PPCC and submit all required documents immediately! If you don't follow through, it could hold up your financial aid. Won't it be nice to have your financial aid in place when classes begin?

If you're applying for a student loan, don't make these common mistakes! You won't get your loan if you don't complete the Entrance Loan Counseling Session at www.MappingYourFuture.org, fill out and submit your Federal Direct Loan Acceptance Form (LNUF) to the college, and sign your Master Promissory Note at www.elmselect.com.

• Send us your transcripts

If you have attended another college or university, contact them directly and order an official transcript to be sent to the PPCC Records Office. We'll look at it for possible credit toward your PPCC degree or certificate. Have them send you a copy too – it will come in handy when you talk to your advisor, and it may give you a pass on the placement assessment process.

2 MONTHS BEFORE CLASSES BEGIN

• Take the Placement Assessment

The Placement Assessment measures your skills in Math, Reading, and English. The results will assure that you are ready to succeed in the classes you enroll in. It's just a guidepost – you can't fail! Plus, it's free, and it only takes about an hour and a half to complete. Have your S# (student ID number) and your driver's license or other photo ID ready. You'll get your scores right away.

*If you have transcripts from another college, or if your recent ACT or SAT test scores are high enough, you may not have to take the Placement Assessment. Check with the Testing Center to make sure.

• Meet Your Academic Advisor

Go to Career Planning & Advising. They'll talk to you about your academic and career goals, assign you a permanent academic advisor, and help you choose the right classes. Be sure to take your Assessment scores, ACT or SAT scores, or other college transcripts with you.

If you don't already have them, pick up a current catalog, class schedule, and "Nobody Told Me Book" student guide.

• Orientation

Complete the New Student Orientation online at www.ppcc.edu. If you are seeking an AA or AS degree, orientation is mandatory, and you won't be able to register for your classes until you complete it. Plus, it's a valuable introduction to everything you need to know to succeed in college. You'll find out about all the services and resources PPCC has available for you.

• Register for Classes

Register early to get the best selection of classes. Go to www.ppcc.edu to register online. You'll need your S# (Student ID number) and PIN.

Make sure to authorize your COF stipend when you register for classes for each semester. If you change or add any classes later, you will not need to authorize COF again for each new class. If you don't authorize it, you won't get the stipend, and your tuition will be higher.

1 MONTH BEFORE CLASSES BEGIN

• Double-check your Financial Aid status

Have you been approved? You can find out online at www.ppcc.edu. It will tell you if there are more Financial Aid documents needed to process your Financial Aid. If so, get them to the Enrollment Services Center immediately! No, don't wait – do it now!

If you're applying for a student loan, make sure you have completed all the necessary steps in the process.

• Verify your Class Schedule

Are you registered in the courses you wanted, at the right place and time? Find out online at www.ppcc.edu.

• Check your Bill

If you're a Colorado resident, make sure you are listed as in-state. Make sure that the COF stipend has been authorized and applied to your bill. Yes, you got it – do that online at www.ppcc.edu. If there's something on your bill that you don't understand, call right away to clear it up.

NOW YOU'RE READY FOR CLASS

You're officially a student. Now's the fun part! Get your books, pose for your student ID (say "cheese!"), sign up for clubs or athletics and browse through the Library.

Don't forget to check out your free PPCC email account – you'll get official bulletins from the college about important dates, special opportunities, and events, and you can chat with your instructors and classmates, too.

**Got Questions?
Call 502-2000 Today**

Degree & Program Requirements

Program Directory	48
Associate of Arts Degree–General	51
Associate of Arts Electives	52
AA Degrees and Courses of Study.....	55
Associate of Science Degree–General.....	73
Associate of Science Electives	73
AS Degrees and Courses of Study.....	74
Associate of General Studies–General	78
Associate of General Studies Electives	79
AGS Courses of Study	80
Associate of Applied Science Degrees and Certificate Programs–General	80
AAS General Education Electives	81
AAS Degrees and Certificates.....	82
Other Programs and Courses of Study.....	119

Program Directory

	AA	AS	AGS	AAS	Cert.	Course Work
Business, Social & Behavioral Sciences						
502-3300						
Accounting [ACC]				82		123
Administrative Assistant					89	
Anthropology [ANT]	55					126
Business Administration [BUS]				87		138
Business & Technology Education [BTE]						138
Business Foundations					89	
Business Transfer	57					
Cisco Certified Network Associate					91	
Computer Information Systems [CIS]				92	93	141
Computer & Networking Technology [CNG]				93	94	143
Computer Science [CSC]		75				144
Computer Web-Based [CWB]						145
Counseling [CSL]						145
Criminal Justice [CRJ]				94	95	146
Culinary Arts [CUA]				95	96	148
Culinary Arts: Baking and Pastry				96	97	
Culinary Arts: Basic Skills					97	
Culinary Arts: Food Service Management				96	97	
Customer Service				88	90	
Early Childhood Education [ECE]				98	99	155
Early Childhood [Teacher] Education	59					
Economics [ECO]						157
Education [EDU]						157
Elementary Education Teacher Preparation	59					
Emergency Management & Planning [EMP]						159
Entrepreneurship				88	90	
Ethnic Studies [ETH]						163
Executive Assistant				88		
Finance [FIN]						165
Fire Science Technology [FST]				101	101	165
Homeland Security/Emergency Management				103	103	
Hospitality [HOS]						176
International Business				88	90	
Management [MAN]				88	90	185
Marketing [MAR]				89	90	186
Paralegal [PAR]				110	111	197
Para-Professional Education	119	119	119			
Pikes Peak Regional Law Enforcement Academy [LEA]					113	181
Political Science [POS]	67					205
Psychology [PSY]	69					206
Public Security Management [PSM]						207
Real Estate [REE]					90	209
Research Survival Skills [LTN]						209
Secondary Education Teacher Preparation	120	120				
Social Services Technician [SWK]				116	116	210
Social Work Transfer	69					
Sociology [SOC]	70					210
Supervision				89	91	
Wildland Fire Science [FSW]				118		166

Program Directory

	AA	AS	AGS	AAS	Cert.	Course Work
Communications, Humanities, & Technical Studies						
502-3200						
American Culture Studies	55					
American Sign Language [ASL]						125
Arabic [ARA]						126
Architectural Engineer/Construction Management [AEC]						127
Architecture & Construction Technology				83	84	
Architectural Technology [ARC]						127
Art/Fine Art Photography [ART]	56					128
Automotive Collision Technology [ACT]				84	84	132
Automotive Service Technology [ASE]						134
Auto Motorsports Technology [AUT]					87	135
Automotive Technology				85	86	
Communication [COM]	57					139
Computer Aided Drafting [CAD]				91	92	140
Dance [DAN]	58					150
Deaf Prep [DEP]						151
Diesel Power Mechanics [DPM]				86	86	154
Electronics Technology [ELT]				99		158
Engineering Graphics Technology [EGT]						160
Facilities Maintenance Technology [FMT]				100	100	164
Foreign Languages	62					
French [FRE]						169
German [GER]						171
Heating and Air Conditioning [HVA]				100		174
History [HIS]	63					175
Humanities [HUM]	63					176
Integrated Circuit Fabrication [ICF]						177
Interior Design [IND]				103		178
Interpreter Prep Program [IPP]						179
Italian [ITA]						180
Japanese [JPN]						180
Machining [MAC]						184
Manufacturing Technology [MTE]						185
Multimedia Graphic Design [MGD]				106	106	190
Music [MUS]	66					192
Philosophy [PHI]	66					200
Professional Photography [PHO]				113		200
Pre-Engineering		119				
Radio & Television [RTV]				114	114	207
Russian [RUS]						209
Sign Language Interpreter Preparation				115	115	
Southwest Studies	70					
Spanish [SPA]						211
Technical [TEC]						212
Theatre [THE]	71					212
Welding [WEL]				117	118	214
Health, Environmental, Natural, & Physical Sciences						
502-3400						
Adventure Guide [ADG]						124
Agriculture Crops & Soils [AGY]						125
Agriculture Economics [AGE]						125
Allied Health				83		
Animal Science [ASC]						125
Astronomy [AST]						132

Program Directory

	AA	AS	AGS	AAS	Cert.	Course Work
Aviation Technology [AVT]						136
Biological Sciences		74				
Biology [BIO]						137
Chemistry [CHE]		74				139
Clinical Office Assistant					104	
Dental Assisting [DEA]				97	98	153
Emergency Medical Service [EMS]				99	100	159
Environmental Science [ENV]						163
Environmental Studies	61					
Equine Management [EQM]						163
Equine Training [EQT]						163
Farrier Science [FAS]						164
Geographical Information Systems [GIS]				102	102	169
Geography [GEO]	62					170
Geology [GEY]		75				171
Health & Wellness [HWE]						171
Health Information Technology [HIT]				102		172
Health Professional [HPR]						172
Horse Training Management [HTM]						176
Medical Assistant				104		
Medical Office Technology [MOT]				104		188
Medical Receptionist					105	
Medical Transcriptionist					105	
Meteorology [MET]						190
Natural Resource Management			80			
Natural Resources [NRE]				107		194
Nursing [NUR]				108		195
Nursing Assistant [NUA]					109	196
Occupational Safety Technician [OSH]						197
Outdoor Leadership & Recreation Technology				109	109	
Outdoor Studies						197
Pharmacy Technician [PHT]				112	112	198
Physical Education [PED]						201
Physical Education & Recreation [PER]						204
Phlebotomy					105	
Physics [PHY]		76				205
Pre-Allied Health		77				
Pre-Med Professions		77				
Radiologic Technology [RTE]						209
Science [SCI]						209
Space Science [SPS]						211
Water & Wastewater Management				117	117	
Water Quality Management [WQM]						213
Zoo Keeping Technology [ZOO]				119		215

Mathematics & Languages

502-3600 / 502-3600

Advancing Academic Achievement [AAA]						124
English [ENG]	60					161
English as a Second Language [ESL]						162
Journalism [JOU]	64					181
Literature [LIT]	65					183
Math [MAT]		76				186
Professional Writing & Communication	68					
Reading [REA]						209

Associate of Arts (AA)

The Associate of Arts degrees and Course of Study are designed for students who want a traditional liberal arts education and who intend to transfer to a four year college or university. They provide a basis of study in the areas of arts and humanities, communication, or social sciences.

Pikes Peak Community College partners with other Colorado community colleges and four-year universities to guarantee transfer of the Associate of Arts degrees and Course of Study. Adherence to the Colorado Community College System 60+60 Bachelor's Transfer Program guarantees that at least 60 hours will transfer completely, upon admission, to a Bachelor of Arts major in Colorado's public four-year institutions, where students are guaranteed to be able to finish the Bachelor of Arts degree with an additional 60 credit hours of study.

In addition to the Course of Study, Pikes Peak Community College participates in a statewide articulation agreement for the guaranteed transfer of an Associate of Art in Business, Elementary Teacher Education, and Early Childhood Teacher Education. Students should review the degree requirements of the four-year university of interest and work with their PPCC faculty advisor to ensure a smooth transfer.

To earn an Associate of Arts Degree, students must complete Colorado Community College System 60+60 Bachelor's Transfer Program outlined below. The course requirements total 60 semester credit hours, at least 35 of which must be Colorado State-Guaranteed Courses, and students must earn a C or better in each class.

I. Communication

Nine (9) credit hours

GT-CO1: ENG 121

GT-CO2: ENG 122

COM 115 or COM 125*

*This requirement is a Colorado Community College System requirement and is in addition to the State Guaranteed General Education Transfer Courses.

II. Art and Humanities

Nine (9) credit hours

Select three (3) courses, with no more than two (2) courses from any one (1) of the following categories:

GT-AH1: ART 110, ART 111, ART 112, ART 207, DAN 125, MUS 120, MUS 121, MUS 122, MUS 125, THE 105, THE 211, THE 212

GT-AH2: HUM 115, HUM 121, HUM 122, HUM 123, LIT 115, LIT 201, LIT 202, LIT 205, LIT 211, LIT 212, LIT 221, LIT 222, LIT 225, LIT 268

GT-AH3: PHI 111, PHI 112, PHI 113, PHI 114, PHI 214

GT-AH4: FRE 211, FRE 212, GER 211, GER 212, ITA 211, ITA 212, JPN 211, JPN 212, RUS 211, RUS 212, SPA 211, SPA 212

III. Mathematics

Three (3) credit hours minimum (credit hours over three (3) will be applied to the electives category).

GT-MA1: MAT 120, MAT 121, MAT 122, MAT 123, MAT 125, MAT 135, MAT 155, MAT 156, MAT 166, MAT 201, MAT 202, MAT 203, MAT 215, MAT 255, MAT 265

*Students must take both MAT 155 and MAT 156 to satisfy this requirement.

IV. Social and Behavioral Sciences

Nine (9) credit hours

Select 3 courses, at least 1 of which must be History, with no more than 2 courses from any 1 category.

GT-HI1: HIS 101, HIS 102, HIS 111, HIS 112, HIS 201, HIS 202, HIS 208, HIS 225, HIS 236, HIS 244, HIS 247, HIS 249, HIS 255, HIS 260

GT-SS1: ECO 201, ECO 202, POS 105, POS 111, POS 205, POS 225

GT-SS2: GEO 105, GEO 106

GT-SS3: ANT 101, ANT 107, ANT 111, ANT 215, ETH 200, JOU 105, PSY 101, PSY 102, PSY 205, PSY 217, PSY 226, PSY 227, PSY 235, PSY 238, PSY 249, SOC 101, SOC 102, SOC 205, SOC 215, SOC 216, SOC 231

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight (8) will be applied to the electives category).

GT-SC1: AST 101, AST 102, BIO 105, BIO 111, BIO 112, BIO 201, BIO 202, BIO 204, CHE 101, CHE 102, CHE 105, CHE 111, CHE 112, ENV 101, GEO 111, GEY 111, GEY 121, MET 150, PHY 105, PHY 111, PHY 112, PHY 211, PHY 212, SCI 155, SCI 156

*Students must take both SCI 155 and SCI 156 to satisfy this requirement.

VI. Fine Arts/Communications*

One to three (1-3) credit hours

Select one (1) to three (3) credit hours from the approved list on page 53.

*This requirement does not apply to transfer programs with state-approved articulation agreements.

VII. Computer Communication

Three (3) credit hours

CSC 105 or CSC 120

Students entering with strong computer skills have three options for meeting this requirement:

- Challenge and receive credit for CSC 105 by enrolling in an Open Entry/ Open Exit section and successfully completing with a C or higher.
- Meet the requirement through Credit for Prior Learning.
- Waive the requirement by applying to the Division of Business, Social and Behavioral Sciences. Waiving will require proof of competency via completion of a self test and a structured interview with a faculty member from the CIS or CSC department. Waiver also requires the credits be replaced by another elective from the approved elective course list.

VIII. Electives

Sixteen to eighteen (16-18) credit hours selected from the AA approved course list.

Other Requirements

- A minimum of 60 credit hours in a prescribed program of study with a cumulative grade point average of 2.0 (a C average). At least 15 of these credit hours must be earned from PPCC.
- Only six (6) elective credits are allowed in any combination of PED courses.
- Students may concentrate their study in a specialized area such as speech communication, journalism, or political science. Many "Course of Study" are included in the next section of this catalog.
- Career and technical courses, whether taken at another institution or at PPCC, are not accepted toward this degree without approval of the Vice President for Educational Services. Approval is given only when it is appropriate to the educational objectives of a student.
- Courses numbered below 100 do not apply toward degrees.

Foreign Language Note: It is advisable to verify the foreign language admissions requirements for the university/four-year college you are planning to attend. For example, many of the Colorado four-year institutions require foreign languages for admission; the CU system requires 2-3 years of high school foreign language (or equivalent 2-3 semesters at Pikes Peak Community College). Students planning to attend a Colorado four-year institution who do not have the prerequisite foreign language requirement from high school should consider enrolling in these courses in addition to the degree requirements.

Approved Elective Course List for AA Degrees and Course of Study

These courses are guaranteed to transfer as part of the 60+60 Bachelor's Degree Transfer Program. State-wide and individual college transfer agreements prescribe electives which transfer as part of those programs. Students who transfer prior to completing the AA degree are responsible for checking transfer of individual courses with the receiving four-year institution.

Communications

COM 115	Public Speaking	3
COM 125	Interpersonal Communication	3
COM 216	Principles of Speech II	3
COM 217	Group Communication	3
COM 220	Intercultural Communication	3
COM 225	Organizational Communication	3
ENG 121	English Composition I: CO1	3
ENG 122	English Composition II: CO2	3
ENG 131, 132	Technical Writing I, II	3,3
ENG 221, 222	Creative Writing I, II	3,3
ENG 226	Fiction Writing	3
ENG 227	Poetry Writing	3
ENG 230	Creative Non-Fiction	3
ENG 231	Literary Magazine	3

Arts and Humanities

ART 110	Art Appreciation: AH1	3
ART 111	Art History Ancient to Medieval: AH1	3
ART 112	Art History Renaissance to Modern: AH1	3
ART 113	History of Photography	3
ART 121, 122	Drawing I, II	3,3
ART 123, 124	Watercolor I, II	3,3
ART 131	Visual Concepts 2-D Design	3
ART 132	Visual Concepts 3-D Design	3
ART 135	Fiber Design I	3
ART 138	Film Photography I	3
ART 139	Photography II	3
ART 141, 142	Jewelry & Metal Work I, II	3,3
ART 143	Digital Photography I	3
ART 144	Nonsilver Processes	1
ART 146, 147	Stained Glass I, II	3,3
ART 150	Digital Art Foundations	3
ART 152	Mixed Media I: Digital Fine Art Techniques	3
ART 154, 155	Sculpture I, II	3,3
ART 156	Figure Drawing I	3
ART 157	Figure Painting I	3
ART 161, 162	Ceramics I, II	3,3
ART 163, 164	Handbuilt Clay I, II	3,3
ART 207	Art History - 1900 to Present: AH1	3
ART 211, 212	Painting I, II	3,3
ART 225	Printmaking I	3
ART 226	Printmaking II	3
ART 233	Color Theory	3
ART 243	Digital Photography II	3
ART 244	Digital Photo Studio	3
ART 248	Digital Darkroom	3

ART 251	Portrait Photography	3
ART 252	Landscape Photography Workshop	3
ART 264	Marketing for the Visual Arts	2
ASL 121, 122	American Sign Language I, II	5,5
DAN 105, 106	Hip Hop Dance I, II	1,1
DAN 111, 112, 113, 114	Modern Dance I-IV	1,1,1,1
DAN 121, 122, 123, 124	Jazz Dance I-IV	1,1,1,1
DAN 125	History of Dance I: AH1	3
DAN 129	Introduction to Dance	1
DAN 130	Dance Sampler	1
DAN 131, 132, 133, 134	Ballet I-IV	1,1,1,1
DAN 141, 142	Ballroom Dance I, II	1,1
DAN 151, 152	Belly Dance I, II	1,1
DAN 211	Dance Composition	3
DAN 221, 222	Dance Performance I, II	2,2
DAN 224	Dance for Musical Theatre	3
DAN 251	Belly Dance III	1
FRE 111, 112	French Language I, II	5,5
FRE 211	French Language III: AH4	3
FRE 212	French Language IV: AH4	3
GER 111, 112	German Language I, II	5,5
GER 211	German Language III: AH4	3
GER 212	German Language IV: AH4	3
HUM 103	Introduction to Film Art	3
HUM 115	World Mythology: AH2	3
HUM 121	Early Civilizations: AH2	3
HUM 122	From Medieval to Modern: AH2	3
HUM 123	The Modern World: AH2	3
HUM 131	The Arts & Cultures of Mexico	3
HUM 163	Film Criticism	3
HUM 201	Twentieth Century American Arts	3
HUM 236	North American Indian Arts	3
HUM 237	Hispanic Arts of the Southwest	3
HUM 238	Sacred Images, Sacred Spaces: Southwestern U.S.	3
HUM 241	Asian Arts & Cultures	3
ITA 111	Italian Language I	5
ITA 211	Italian Language III: AH4	3
ITA 212	Italian Language IV: AH4	3
JPN 111, 112	Japanese Language I, II	5,5
JPN 211	Japanese Language III: AH4	3
JPN 212	Japanese Language IV: AH4	3
LIT 115	Introduction to Literature: AH2	3
LIT 125	Study of the Short Story	3
LIT 201	Masterpieces of Literature I: AH2	3
LIT 202	Masterpieces of Literature II: AH2	3
LIT 205	Ethnic Literature: AH2	3
LIT 211	Survey of American Literature I: AH2	3
LIT 212	Survey of American Literature II: AH2	3
LIT 221	Survey of British Literature I: AH2	3
LIT 222	Survey of British Literature II: AH2	3
LIT 235	Science Fiction	3
LIT 246	Literature of Women	3
LIT 248	Native American Literature	3
LIT 255	Children's Literature	3
LIT 257	Literature & Film	3
LIT 268	Celtic Literature: AH2	3
MUS 100	Fundamentals of Music Theory	3
MUS 110, 111	Music Theory I, II	3,3
MUS 112	Ear Training/Sight-singing I Lab	1
MUS 113	Ear Training/Sight-singing II Lab	1
MUS 120	Music Appreciation: AH1	3
MUS 121	Music History I: AH1	3
MUS 122	Music History II: AH1	3
MUS 125	History of Jazz: AH1	3
MUS 126	History of Rock & Pop	3
MUS 131, 132, 133, 134	Music Class I-IV	2,2,2,2

MUS 141, 142, 143, 144 Private Instruction I-IV	1,1,1,1	GEO 106 Human Geography: SS2	3
MUS 151, 152, 153, 154 Ensemble I-IV	1,1,1,1	GEO 112 Physical Geography – Weather & Climate	4
MUS 210, 211 Music Theory III, IV	3,3	HIS 101 Western Civilization: Antiquity-1650: HI1	3
MUS 212, 213 Advanced Ear Training/Sight-singing Lab I, II	1,1	HIS 102 Western Civilization: 1650-Present: HI1	3
MUS 232, 233, 234 Music Class II-IV	2,2,2	HIS 111 The World: Antiquity – 1650: HI1	3
MUS 241, 242, 243, 244 Private Instruction I-IV	2,2,2,2	HIS 112 The World: 1650 – Present: HI1	3
MUS 251, 252, 253, 254 Ensemble I-IV	1,1,1,1	HIS 201 U.S. History to Reconstruction: HI1	3
PHI 111 Introduction to Philosophy: AH3	3	HIS 202 U.S. History since Civil War: HI1	3
PHI 112 Ethics: AH3	3	HIS 206 U.S. Family History & Genealogy	3
PHI 113 Logic: AH3	3	HIS 207 American Environmental History	3
PHI 114 Comparative Religion: AH3	3	HIS 208 American Indian History: HI1	3
PHI 142 New Testament	3	HIS 209 History of the American Southwest	3
PHI 214 Philosophy of Religion: AH3	3	HIS 215 Women in U.S. History	3
PHI 201 Social & Political Philosophy	3	HIS 225 Colorado History: HI1	3
RUS 111, 112 Russian Language I, II	5,5	HIS 235 History of the American West	3
RUS 211 Russian Language III: AH4	3	HIS 236 U.S. History Since 1945: HI1	3
RUS 212 Russian Language IV: AH4	3	HIS 241 History of the Pikes Peak Area	3
SPA 111, 112 Spanish Language I, II	5,5	HIS 244 History of Latin American: HI1	3
SPA 211 Spanish Language III: AH4	3	HIS 247 20th Century World History: HI1	3
SPA 212 Spanish Language IV: AH4	3	HIS 255 The Middle Ages: HI1	3
THE 105 Introduction to the Theatre Arts: AH1	5	HIS 260 U.S. Foreign Relations History: HI1	3
THE 111, 112 Acting I, II	3,3	HIS 249 History of Islamic Civilization: HI1	3
THE 115 Stage Movement for Actors	3	JOU 105 Introduction to Mass Media: SS3	3
THE 116 Technical Theatre	3	POS 105 Introduction to Political Science: SS1	3
THE 126 Auditioning for Musical Theater	3	POS 111 American Government: SS1	3
THE 130 Safety, Tools & Materials	3	POS 125 American State & Local Government	3
THE 140 Stage Dialects	1	POS 205 International Relations: SS1	3
THE 144 Scene Study	1	POS 215 Current Political Issues	3
THE 204, 205 Voice & Articulation I, II	2,2	POS 225 Comparative Government: SS1	3
THE 211 Development of Theatre I: AH1	3	PSY 101 General Psychology I: SS3	3
THE 212 Development of Theatre II: AH1	3	PSY 102 General Psychology II: SS3	3
THE 213, 214 Intermediate Acting I, II	3,3	PSY 106 Human Relations	3
THE 215 Playwriting	3	PSY 112 Psychology of Adjustment	3
THE 220, 230 Directing I, II	3,3	PSY 205 Psychology of Gender: SS3	3
Mathematics			
MAT 120 Mathematics for the Liberal Arts: MA1	4	PSY 217 Human Sexuality: SS3	3
MAT 121 College Algebra: MA1	4	PSY 226 Social Psychology: SS3	3
MAT 122 College Trigonometry: MA1	3	PSY 227 The Psychology of Death & Dying: SS3	3
MAT 123 Finite Mathematics: MA1	4	PSY 235 Human Growth & Development: SS3	3
MAT 125 Survey of Calculus: MA1	4	PSY 238 Child Development: SS3	3
MAT 135 Introduction to Statistics: MA1	3	PSY 245 Educational Psychology	3
MAT 155* Integrated Mathematics I: MA1	3	PSY 247 Child Abuse & Neglect	3
MAT 156* Integrated Mathematics II: MA1	3	PSY 249 Abnormal Psychology: SS3	3
*Both courses, MAT 155 & MAT 156, must be completed (Grade of C or higher) for guaranteed transfer.			
MAT 166 Pre-Calculus: MA1	5	PSY 265 Psychology of Personality	3
MAT 179 Computer Applications for Statistical Procedures	1	SOC 101 Introduction to Sociology I: SS3	3
MAT 201 Calculus I: MA1	5	SOC 102 Introduction to Sociology II: SS3	3
MAT 202 Calculus II: MA1	5	SOC 201 Introduction to Gerontology	3
MAT 203 Calculus III: MA1	4	SOC 205 Sociology of Family Dynamics: SS3	3
MAT 215 Discrete Mathematics: MA1	4	SOC 215 Contemporary Social Problems: SS3	3
MAT 255 Linear Algebra: MA1	3	SOC 216 Sociology of Gender: SS3	3
MAT 265 Differential Equations: MA1	3	SOC 218 Sociology of Diversity	3
Social and Behavioral Sciences			
ANT 101 Cultural Anthropology: SS3	3	SOC 223 Chicanos in a Changing Society	3
ANT 107 Introduction to Archaeology: SS3	3	SOC 231 The Sociology of Deviant Behavior: SS3	3
ANT 111 Physical Anthropology: SS3	3	SOC 237 Sociology of Death & Dying	3
ANT 211 Cultural Resource Management	3	Physical and Life Sciences	
ANT 215 Indians of North America: SS3	3	AST 101 Astronomy I: SC1	4
ANT 221, 222 Exploring Other Cultures I, II	3,3	AST 102 Astronomy II: SC1	4
ANT 225 Anthropology of Religion	3	BIO 105 Science of Biology: SC1	4
ANT 263 Anthropology of Folklore	3	BIO 111 General College Biology I w/Lab: SC1	5
ECO 201 Principles of Macroeconomics: SS1	3	BIO 112 General College Biology II w/Lab: SC1	5
ECO 202 Principles of Microeconomics: SS1	3	BIO 148 Ecology	4
ETH 200 Introduction to Ethnic Studies: SS3	3	BIO 150 Animal Biology	4
GEO 105 World Regional Geography: SS2	3	BIO 154 Plant Biology	4
		BIO 201 Human Anatomy & Physiology I: SC1	4
		BIO 202 Human Anatomy & Physiology II: SC1	4
		BIO 204 Microbiology: SC1	4
		BIO 216 Human Pathophysiology	4

CHE 101	Introduction to Chemistry I: SC1	5	DAN 211	Dance Composition	3
CHE 102	Introduction to Chemistry II: SC1	5	DAN 224	Dance for Musical Theatre	3
CHE 105	Chemistry in Context: SC1	5	ENG 221, 222	Creative Writing I, II	3,3
CHE 111	General College Chemistry I: SC1	5	ENG 226	Fiction Writing	3
CHE 112	General College Chemistry II: SC1	5	ENG 227	Poetry Writing	3
CHE 211, 212	Organic Chemistry I, II	5,5	ENG 230	Creative Nonfiction	3
CSC 126	Game Design & Development	3	ENG 231	Literary Magazine	3
CSC 150	Visual Basic Programming	3	JOU 105	Introduction to Mass Media: SS3	3
CSC 154	Introduction to MS Visual Basic.NET (OOP)	3	JOU 106	Fundamentals of Reporting	3
CSC 160, 161	Computer Science I, II: (Language)	4,4	JOU 111	Principles of Advertising	3
CSC 230	C Programming: Platform	3	JOU 121	Photojournalism	3
CSC 240	Java Programming	4,4	JOU 206	Intermediate Newswriting & Editing	3
ENV 101	Introduction to Environmental Science: SC1	4	JOU 215	Publications Production & Design	3
GEO 111	Physical Geography – Landforms: SC1	4	JOU 221, 222	Newspaper Design I, II	3,3
GEO 112	Physical Geography: Weather & Climate	4	JOU 241	Magazine Article Writing	3
GEY 111	Physical Geology: SC1	4	MUS 100	Fundamentals of Music Theory	3
GEY 121	Historical Geology: SC1	4	MUS 110	Music Theory I	3
GEY 135	Environmental Geology	3	MUS 120	Music Appreciation: AH1	4
HWE 100	Human Nutrition	3	MUS 121	Music History I: AH1	4
MET 150	General Meteorology: SC1	4	MUS 122	Music History II: AH1	4
PHY 105	Conceptual Physics: SC1	4	MUS 141, 142, 143	Private Instruction I-III	1,1,1
PHY 111	Physics: Algebra Based I w/Lab: SC1	5	MUS 151, 152, 153	Ensemble I-III	1,1,1
PHY 112	Physics: Algebra Based II w/Lab: SC1	5	THE 105	Introduction to the Theatre Arts: AH1	3
PHY 211	Physics: Calculus Based I w/Lab: SC1	5	THE 111	Acting I	3
PHY 212	Physics: Calculus Based II w/Lab: SC1	5	THE 204	Voice & Articulation I	2
SCI 155	Integrated Science I: SC1	4	THE 211	Development of Theatre I: AH1	3
SCI 156	Integrated Science II: SC1	4	THE 212	Development of Theatre II: AH1	3
			THE 215	Playwriting	3
AA Fine Art/Communication					
ART 110	Art Appreciation: AH1	3	Other Approved Electives		
ART 111	Art History Ancient to Medieval: AH1	3	EDU 221	Introduction to Education	3
ART 112	Art History Renaissance to Modern: AH1	3	PED 102	Volleyball	1
ART 115, 116	East Asian Painting I, II	3,3	PED 105	Basketball	1
ART 121, 122	Drawing I, II	3,3	PED 106	Tennis	1
ART 123, 124	Watercolor I, II	3,3	PED 110, 111	Fitness Center Activity I, II	1,1
ART 131	Visual Concepts 2-D Design	3	PED 114	Walking & Jogging	1
ART 132	Visual Concepts 3-D Design	3	PED 115	Body Sculpturing & Toning	1
ART 135	Fiber Design I	3	PED 116	Weight Training	1
ART 138	Film Photography I	3	PED 121	Step Aerobics	1
ART 139	Photography II	3	PED 138	Introduction to Winter Sports	1
ART 141, 142	Jewelry & Metal Work I, II	3,3	PED 143, 144	Tai Chi I, II	1,1
ART 143	Digital Photography I	3	PED 146	Martial Arts	1
ART 146, 147	Stained Glass I, II	3,3	PED 147, 148	Yoga I, II	1,1
ART 150	Digital Art Foundations I	3	PED 153	Hiking	1
ART 152	Mixed Media I: Digital Fine Art Techniques	3	PED 210, 211	Fitness Center Activity III, IV	1,1
ART 154, 155	Sculpture I, II	3,3			
ART 156	Figure Drawing I	3			
ART 157	Figure Painting I	3			
ART 161, 162	Ceramics I, II	3,3			
ART 163, 164	Handbuilt Clay I, II	3,3			
ART 207	Art 1900 to the Present: AH1	3			
ART 211, 212	Painting I, II	3,3			
ART 225	Printmaking I	3			
ART 226	Printmaking II	3			
ART 233	Color Theory	3			
COM 115	Public Speaking	3			
COM 125	Interpersonal Communication	3			
COM 216	Principles of Speech II	3			
COM 217	Group Communication	3			
COM 220	Intercultural Communication	3			
COM 225	Organizational Communication	3			
DAN 111, 112, 113	Modern Dance I-III	1,1,1			
DAN 121, 122, 123	Jazz Dance I-III	1,1,1			
DAN 125	History of Dance: AH1	3			
DAN 131, 132, 133	Ballet I-III	1,1,1			
DAN 141, 142	Ballroom Dance I, II	1,1			
DAN 151, 152	Belly Dance I, II	1,1			

Associate of Arts Degrees and Courses of Study

American Culture Studies

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- REA 090

An Ethnic Studies Emphasis will explore and compare the experiences of American ethnic groups (such as African Americans, Latino/as, Asian Americans, Native Americans, Arab Americans and European Americans) at the local and national level. This program will encourage students to think globally and reach beyond our American borders. It will also help us know more about the diverse sociocultural experiences of ethnic/ racial/ diverse minority and majority groups through the mediums of history, literature, art, culture, politics, and society in the U.S. and global contexts.

I. Communications

Nine (9) credit hours. See page 51 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours: select three (3) courses; with no more than two (2) courses from any one (1) of the categories. See page 51 for complete list of required courses.

III. Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). See page 51 for complete list of required courses.

IV. Social and Behavioral Sciences

Nine (9) credit hours: select three (3) courses; one (1) must be a HIS course with no more than two (2) courses from any one (1) category. See page 51 for complete list of required courses.

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 51 for complete list of required courses.

VI. Communication Studies/Fine Arts

One to three (1-3) credit hours. See page 51 for complete list of required courses.

VII. Computer Communication

Three (3) credits. See page 51 for options to meet this requirement.

VIII. Electives

Sixteen-eighteen (16-18) credits selected from the AA approved course list. See page 52 for complete list of approved electives.

Suggested Courses

ANT 101	Cultural Anthropology: SS3	3
ANT 215	Indians of North America: SS3	3
ANT 221	Exploring Other Cultures I	3
ANT 222	Exploring Other Cultures II	3
ANT 225	Anthropology of Religion	3
COM 220	Intercultural Communication	3
EDU 232	Literacy in the Multicultural Classroom	3
ETH 200	Introduction to Ethnic Studies: SS3	3
FOL	Foreign Language	5
GEO 105	World Regional Geography: SS2	3
GEO 106	Human Geography: SS2	3
HIS 208	American Indian History: HI1	3

HIS 249	History of Islamic Civilization: HI1	3
HUM 131	The Arts & Cultures of Mexico	3
HUM 236	North American Indian Arts	3
HUM 237	Hispanic Arts of the American Southwest	3
HUM 238	Sacred Images, Sacred Spaces: Southwestern U.S.	3
HUM 241	Asian Arts & Cultures	3
LIT 205	Ethnic Literature: AH2	3
LIT 248	Native American Literature	3
MUS 126	History of Rock & Pop	3
PHI 114	Comparative Religion: AH3	3
PHI 115	Religions of the West	3
PHI 116	Religions of the East	3
PHI 250	Eastern Wisdom	3
POS 205	International Relations: SS1	3
SOC 218	Sociology of Diversity	3

Total Credit Hours

60

Anthropology

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- REA 090

Anthropology imparts a global, comparative, and historical (evolutionary) approach to human studies. Its subject is cultural diversity and biological variation among humans both contemporary and ancient. It seeks to answer who we are, where we come from, what is learned, and what is instinctual. Anthropology is divided into two major categories: cultural and physical. Cultural anthropology tests the accuracy of beliefs about human behavior. Physical anthropology seeks accuracy of beliefs about human biological nature and development. Specializations in anthropology include archaeology, linguistics, cultural resource management, forensics, paleontology, medical anthropology, and counseling among others. In any professional career, it is increasingly important to have a concrete understanding of human behavior in a cultural context. Anthropology offers that understanding.

I. Communications

Nine (9) credit hours. See page 51 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours: select three (3) courses; with no more than two (2) courses from any one (1) of the categories. See page 51 for complete list of required courses.

III. Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

MAT 120	Mathematics for the Liberal Arts: MA1	4
MAT 121	College Algebra: MA1	4
MAT 125	Survey of Calculus: MA1	4
MAT 135	Introduction to Statistics: MA1	3
MAT 201	Calculus I: MA1	5

IV. Social and Behavioral Sciences

Nine (9) credit hours: select three (3) courses; one (1) must be a HIS course with no more than two (2) courses from any one (1) category. See page 51 for complete list of required courses.

Suggested Courses

ANT 101	Cultural Anthropology: SS3	3
ANT 107	Introduction to Archeology: SS3	3
ANT 111	Physical Anthropology: SS3	3
HIS 101	Western Civilization: Antiquity-1650: HI1	3
HIS 102	Western Civilization: 1650-Present: HI1	3

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

AST 101	Astronomy I: SC1	4
AST 102	Astronomy II: SC1	4
BIO 111	General College Biology I w/Lab: SC1	5
BIO 112	General College Biology II w/Lab: SC1	5
CHE 101	Introduction to Chemistry I: SC1	5
CHE 102	Introduction to Chemistry II: SC1	5
CHE 111	General College Chemistry I: SC1	5
CHE 112	General College Chemistry II: SC1	5
GEY 111	Physical Geology: SC1	4
GEY 112	Historical Geology: SC1	4
PHY 111	Physics: Algebra Based I w/Lab: SC1	5
PHY 112	Physics: Algebra Based II w/Lab: SC1	5
PHY 211	Physics: Calculus Based I w/Lab: SC1	5
PHY 212	Physics: Calculus Based II w/Lab: SC1	5

VI. Communication Studies/Fine Arts

One to three (1-3) credit hours. See page 51 for complete list of required courses.

VII. Computer Communication

Three (3) credits. See page 51 for options to meet this requirement.

VIII. Electives

Sixteen (16) credits selected from the AA approved course list. See page 52 for complete list of approved electives.

Suggested Courses

ANT 101	Cultural Anthropology: SS3	3
ANT 107	Introduction to Archaeology: SS3	3
ANT 111	Physical Anthropology: SS3	3
ANT 211	Cultural Resource	3
ANT 215	Indians of North America: SS3	3
ANT 218	Archaeology of the Bible	3
ANT 221	Exploring Other Cultures I	3
ANT 222	Exploring Other Cultures II	3
ANT 280	Southwest Field Exploration	2
ECO 201	Principles of Macroeconomics: SS1	3
GEO 105	World Regional Geography: SS2	3
POS 105	Introduction to Political Science: SS1	3
PSY 101	General Psychology I: SS3	3
PSY 102	General Psychology II: SS3	3
SOC 101	Introduction to Sociology I: SS3	3
SOC 102	Introduction to Sociology II: SS3	3

Total Credit Hours **60**

Art/Fine Art Photography

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 030
- REA 090

The human being is a creative animal. The fountainhead of creativity lies in the imagination, which manifests itself in the projection of images. Art, then, is the language in images by which man communicates ideas and concepts of the self, others, and the universe. This program is

designed to allow students to discover and develop themselves and their creativity in such mediums as drawing, painting, watercolor, and ceramics.

I. Communications

Nine (9) credit hours. See page 51 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours: select three (3) courses; with no more than two (2) courses from any one (1) of the categories. See page 51 for complete list of required courses.

Suggested Courses**Category 1 (GT-AH1) choose two**

ART 111	Art History Ancient to Medieval: AH1	3
ART 112	Art History Renaissance to Modern: AH1	3
ART 207	Art History: 1900 – Present: AH1	3

Category 2 (GT-AH2)

HUM 123	The Modern World: AH2	3
---------	-----------------------	---

III. Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

MAT 120	Mathematics for the Liberal Arts: MA1	4
---------	---------------------------------------	---

IV. Social and Behavioral Sciences

Nine (9) credit hours: select three (3) courses; one (1) must be a HIS course with no more than two (2) courses from any one (1) category. See page 51 for complete list of required courses.

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

AST 101	Astronomy I: SC1	4
GEY 111	Physical Geology: SC1	4

VI. Communication Studies/Fine Arts

One to three (1-3) credit hours. See page 51 for complete list of required courses.

Suggested Courses

ART 115	East Asian Painting I	3
ART 116	East Asian Painting II	3
ART 121	Drawing I	3
ART 122	Drawing II	3
ART 123	Watercolor I	3
ART 124	Watercolor II	3
ART 131	Visual Concepts 2-D Design	3
ART 132	Visual Concepts 3-D Design	3
ART 135	Fiber Design I	3
ART 138	Film Photography I	3
ART 139	Photography II	3
ART 141	Jewelry & Metal Work I	3
ART 142	Jewelry & Metal Work II	3
ART 143	Digital Photography I	3
ART 154	Sculpture I	3
ART 155	Sculpture II	3
ART 156	Figure Drawing I	3
ART 157	Figure Painting I	3
ART 161	Ceramics I	3
ART 162	Ceramics II	3
ART 163	Handbuilt Clay I	3
ART 164	Handbuilt Clay II	3
ART 211	Painting I	3
ART 212	Painting II	3

ART 225	Printmaking I	3
ART 226	Printmaking II	3
ART 233	Color Theory	3
ART 252	Landscape Photography Workshop	2

VII. Computer Communication

Three (3) credits. See page 51 for options to meet this requirement.

VIII. Electives

Sixteen to eighteen (16-18) credits selected from the AA approved course list. See page 52 for complete list of approved electives.

Suggested Courses

ART 121	Drawing I	3
ART 122	Drawing II	3
	or	
ART 156	Figure Drawing I	(3)
ART 131	Visual Concepts 2-D Design	3
ART 132	Visual Concepts 3-D Design	3
ART 207	Art History – 1900 to Present: AH1	3

Total Credit Hours **60**

Business Transfer

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

The Associate of Arts Business Option is the result of a State wide articulation agreement between the Colorado Community College System and the four-year colleges and universities. Students completing the following 60 hours will transfer in 100 percent of their classes and start as an entering junior at the four-year school. Please consult with your faculty advisor for the proper sequence of classes.

State Articulated Track

I. Communications

Nine (9) credit hours

COM 115	Public Speaking	3
ENG 121	English Composition I: CO1	3
ENG 122	English Composition II: CO2	3

II. Art and Humanities

Six (6) credit hours: select two state guaranteed courses on page 51.

III. Mathematics

Eight (8) credit hours

MAT 121	College Algebra: MA1	4
	or	
MAT 123	Finite Mathematics: MA1	(4)
MAT 125	Survey of Calculus: MA1	4

IV. Social and Behavioral Sciences

Nine (9) credit hours. One state guaranteed History course listed on page 51 and

ECO 201	Principles of Macroeconomics: SS1	3
ECO 202	Principles of Microeconomics: SS1	3

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 51 for complete list of courses.

VI. Business Requirements

ACC 121	Accounting Principles I	4
ACC 122	Accounting Principles II	4

BUS 115	Introduction to Business	3
BUS 216	Legal Environment of Business	3
BUS 217	Business Communication & Report Writing	3
BUS 226	Business Statistics	3

Total Credit Hours **60**

Communication

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 030
- REA 090

The Communication program is focused on helping our students develop many different communication skills. Students take classes that guide them in developing effective verbal and nonverbal behaviors for public speaking, group participation, work-related projects and presentations, and interpersonal communication. Employment possibilities include the following areas: business, customer service and support, government, education, law, corporate communication/training, radio and television, sales, personnel, entertainment, and religious leadership.

I. Communications

Nine (9) credit hours. See page 51 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours: select three (3) courses; with no more than two (2) courses from any one (1) of the categories. See page 51 for complete list of required courses.

III. Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

MAT 120	Mathematics for the Liberal Arts: MA1	4
MAT 121	College Algebra: MA1	4

IV. Social and Behavioral Sciences

Nine (9) credit hours: select three (3) courses; one (1) must be a HIS course with no more than two (2) courses from any one (1) category. See page 51 for complete list of required courses.

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 51 for complete list of required courses.

VI. Communication Studies/Fine Arts

One to three (1-3) credit hours

See page 51 for complete list of required courses.

COM 115	Public Speaking	3
COM 125	Interpersonal Communication	3
COM 216	Advanced Public Speaking	3
COM 217	Group Communication	3
COM 220	Intercultural Communication	3
COM 225	Organizational Communication	3

VII. Computer Communication

Three (3) credits. See page 51 for options to meet this requirement.

VIII. Electives

Sixteen (16) credits selected from the AA approved course list. See page 52 for complete list of approved electives.

Suggested Courses

HIS 201	U.S. History to Reconstruction: HI1	3
HIS 202	U.S. History since Civil War: HI1	3
Any JOU prefix courses		
Any THE prefix courses		

Total Credit Hours**60**

Dance

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 060
- REA 090

Dance is an art and a celebration. According to Colorado dancer Erick Hawkins, "Dance is a metaphor for existence. All body movement contributes to the moment-to-moment wonder of living." In dance classes, students become familiar with the customs of various national and world cultures by learning their dances. Students discover how to work within groups and how to express their own individuality. Students may study dance for enrichment, fitness and to complete an associate of arts degree with an emphasis on dance. Six forms of dance are offered in addition to courses in history, choreography and performance.

I. Communications

Nine (9) credit hours. See page 51 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours: select three (3) courses; with no more than two (2) courses from any one (1) of the categories. See page 51 for complete list of required courses.

Suggested Courses**Category 1 (GT-AH1)**

MUS 120	Music Appreciation: AH1	3
MUS 121	Music History I: AH1	3
MUS 122	Music History II: AH1	3

Category 2 (GT-AH2)

HUM 122	From Medieval to Modern: AH2	3
HUM 123	The Modern World: AH2	3

Category 3 (GT-AH3)

PHI 111	Introduction to Philosophy: AH3	3
PHI 112	Ethics: AH3	3

III. Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

MAT 120	Mathematics for the Liberal Arts: MA1	4
MAT 121	College Algebra: MA1	4
MAT 135	Introduction to Statistics: MA1	3

IV. Social and Behavioral Sciences

Nine (9) credit hours: select three (3) courses; one (1) must be a HIS course with no more than two (2) courses from any one (1) category. See page 51 for complete list of required courses.

Suggested Courses**Category 3 (GT-SS3)**

ANT 101	Cultural Anthropology: SS3	3
ANT 111	Physical Anthropology: SS3	3
PSY 101	General Psychology I: SS3	3
PSY 102	General Psychology II: SS3	3

Category 4 (GT-HI1)

HIS 102	Western Civilization: 1650 – Present: HI1	3
HIS 201	U.S. History to Reconstruction: HI1	3

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 51 for complete list of required courses.

Required Courses

BIO 111	General College Biology I w/Lab: SC1	5
BIO 112	General College Biology II w/Lab: SC1	5

VI. Communication Studies/Fine Arts

One to three (1-3) credit hours. See page 51 for complete list of required courses.

Suggested Courses

ART 121	Drawing I	3
DAN 111	Modern Dance I	1
DAN 112	Modern Dance II	1
DAN 113	Modern Dance III	1
DAN 121	Jazz I	1
DAN 122	Jazz II	1
DAN 123	Jazz III	1
DAN 125	History of Dance I: AH1	3
DAN 131	Ballet I	1
DAN 132	Ballet II	1
DAN 133	Ballet III	1
DAN 141	Ballroom Dance I	1
DAN 151	Belly Dance	1
DAN 211	Dance Composition	3
THE 111	Acting I	3

VII. Computer Communication

Three (3) credits. See page 51 for options to meet this requirement.

VIII. Electives

Sixteen-eighteen (16-18) credits selected from the AA approved course list. See page 52 for complete list of approved electives.

Suggested Courses

ART 121	Drawing I	3
ART 156	Figure Drawing I	3
DAN 111	Modern Dance I	1
DAN 112	Modern Dance II	1
DAN 113	Modern Dance III	1
DAN 121	Jazz I	1
DAN 122	Jazz II	1
DAN 123	Jazz III	1
DAN 125	History of Dance I: AH1	3
DAN 131	Ballet I	1
DAN 132	Ballet II	1
DAN 133	Ballet III	1
DAN 141	Ballroom Dance I	1
DAN 151	Belly Dance	1
DAN 152	Belly Dance II	1
DAN 211	Dance Composition	3
DAN 221	Dance Performance I	2
PED 143	Tai Chi I	1
PED 147	Yoga I	1
THE 111	Acting I	3

Total Credit Hours**60**

Early Childhood [Teacher] Education

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

The Associate of Arts Early Childhood [Teacher] Education option is the result of a State wide articulation agreement between the Colorado Community College System and the four-year colleges and universities. Students completing the following 60 hours will transfer in 100% of their classes and start as an entering junior at the following four-year schools: Colorado State University (Fort Collins), University of Northern Colorado, Metro State, Fort Lewis, Adams State, and Mesa State. Please consult with your faculty advisor for the proper sequence of classes.

State Articulated Track

I. Communications

Nine (9) credit hours

COM 115	Public Speaking	3
ENG 121	English Composition I: CO1	3
ENG 122	English Composition II: CO2	3

II. Art and Humanities

Six (6) credit hours

ART 110	Art Appreciation: AH1	3
	or	
MUS 120	Music Appreciation: AH1	(3)
	and	
LIT 115	Introduction to Literature: AH2	3
	or	
LIT 255	Children's Literature	(3)

III. Mathematics

Six (6) credit hours. Choose one track below

Track 1

MAT 120	Mathematics for the Liberal Arts: MA1	4
	or	
MAT 121	College Algebra: MA1	(4)
MAT 135	Introduction to Statistics: MA1	3

Track 2

MAT 155	Integrated Mathematics I: MA1	3
MAT 156	Integrated Mathematics II: MA1	3

IV. Social and Behavioral Sciences

Nine (9) credit hours

GEO 105	World Regional Geography: SS2	3
HIS 201	U.S. History to Reconstruction: HI1	3
POS 111	American Government: SS1	3

V. Physical and Life Sciences

Eight (8) credit hours. Choose one track

Track 1

GEY 111	Physical Geology: SC1	4
	and	
BIO 105	Science of Biology: SC1	4
	or	
BIO 111	General College Biology I w/Lab: SC1	(5)

Track 2

CHE 101	Introduction to Chemistry I: SC1	5
	or	
CHE 111	General College Chemistry I: SC1	(5)
	or	
PHY 105	Conceptual Physics: SC1	(4)
	or	
PHY 111	Physics: Algebra Based I w/Lab: SC1	(5)

Track 3

SCI 155	Integrated Science I: SC1	4
SCI 156	Integrated Science II: SC1	4

VI. Early Childhood Requirements

Sixteen (16) credit hours

ECE 101	Introduction to Early Childhood Education	3
ECE 102	Intro to Early Childhood Education Lab Techniques	3
ECE 205	Nutrition, Health & Safety	3
ECE 238	Child Growth & Development	4
ECE 241	Administration: Human Relations for Early Childhood Education	3

VII. Electives

Six (6) credit hours to be determined by home and transfer institution.

Total Credit Hours **60**

Elementary Education [Teacher] Preparation

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

Elementary Education Teacher Preparation allows students to complete a transferable associate of arts degree preparing them for transfer to a four-year college or university in Colorado where they can complete their Bachelor's degree and teaching credential in two additional years. Students identify a major and transfer institution prior to enrolling for courses and must meet with their faculty advisor before registering for classes to insure transferability of courses to their chosen institution/major.

State Articulated Track

I. Communications

Nine (9) credit hours

COM 115	Public Speaking	3
ENG 121	English Composition I: CO1	3
ENG 122	English Composition II: CO2	3

II. Art and Humanities

Three (3) credit hours

LIT 115	Introduction to Literature: AH2	3
	or	
LIT 201	Masterpieces of Literature I: AH2	(3)
	or	
LIT 202	Masterpieces of Literature II: AH2	(3)

III. Mathematics

Six (6) credit hours

MAT 155	Integrated Mathematics I: MA1	3
MAT 156	Integrated Mathematics II: MA1	3

IV. Social and Behavioral Sciences

Nine (9) credit hours	
GEO 105	World Regional Geography: SS2 3
HIS 201	U.S. History to Reconstruction: HI1 3
POS 111	American Government: SS1 3

V. Physical and Life Sciences

Eight (8) credit hours	
SCI 155	Integrated Science I: SC1 4
SCI 156	Integrated Science II: SC1 4

VI. Education Requirements

Six (6) credit hours	
EDU 221	Introduction to Education 3
PSY 238	Child Development: SS3 3

VII. Electives

Nineteen (19) credit hours to be determined by discipline and transfer institution.

Total Credit Hours 60

English

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- REA 090

To major in English in the new millennium is to do more than select a profession; it is to identify one's vocation. Whether students decide someday to specialize in rhetoric and composition, literary criticism, or creative writing, or to become journalists, songwriters, screenwriters, or teachers of English, they will learn to promote literacy and thoughtful dissent in contemporary society. They will learn that connections between life and literature are basic to living in and understanding a complex global community.

English majors interested in education, literature, or journalism should contact their four-year transfer institution for recommendations concerning elective courses.

I. Communications

Nine (9) credit hours. See page 51 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours: select three (3) courses; with no more than two (2) courses from any one (1) of the categories. See page 51 for complete list of required courses.

Suggested Courses**Category 1 (GT-AH1)**

ART 110	Art Appreciation: AH1 3
ART 111	Art History Ancient to Medieval: AH1 3
ART 112	Art History Renaissance to Modern: AH1 3
MUS 120	Music Appreciation: AH1 3
MUS 121	Music History I: AH1 3
MUS 122	Music History II: AH1 3
THE 105	Introduction to Theatre Arts: AH1 3
THE 211	Development of Theatre I: AH1 3
THE 212	Development of Theatre II: AH1 3

Category 2 (GT-AH2)

LIT 115	Introduction to Literature: AH2 3
LIT 201	Masterpieces of Literature I: AH2 3
LIT 202	Masterpieces of Literature II: AH2 3
LIT 221	Survey of British Literature I: AH2 3
LIT 222	Survey of British Literature II: AH2 3

Category 3 (GT-AH3)

PHI 111	Introduction to Philosophy: AH3 3
PHI 112	Ethics: AH3 3
PHI 113	Logic: AH3 3

III. Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

MAT 120	Mathematics for the Liberal Arts: MA1 4
---------	---

IV. Social and Behavioral Sciences

Nine (9) credit hours: select three (3) courses; one (1) must be a HIS course with no more than two (2) courses from any one (1) category. See page 51 for complete list of required courses.

Suggested Courses**Category 1 (GT-S1)**

ECO 201	Principles of Macroeconomics: SS1 3
ECO 202	Principles of Microeconomics: SS1 3
POS 105	Introduction to Political Science: SS1 3
POS 111	American Government: SS1 3

Category 2 (GT-SS2)

GEO 105	World Geography: SS2 3
---------	------------------------

Category 3 (GT-SS3)

ANT 101	Cultural Anthropology: SS3 3
ANT 111	Physical Anthropology: SS3 3
PSY 101	General Psychology I: SS3 3
PSY 102	General Psychology II: SS3 3
SOC 101	Introduction to Sociology I: SS3 3
SOC 102	Introduction to Sociology II: SS3 3

Category 4 (GT-HI1)

HIS 101	Western Civilization: Antiquity – 1650: HI1 3
HIS 102	Western Civilization: 1650 – Present: HI1 3
HIS 201	U.S. History to Reconstruction: HI1 3
HIS 202	U.S. History since Civil War: HI1 3

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 51 for complete list of required courses.

VI. Communication Studies/Fine Arts

One to three (1-3) credit hours. See page 51 for complete list of required courses.

VII. Computer Communication

Three (3) credits. See page 51 for options to meet this requirement.

VIII. Electives

Sixteen-eighteen (16-18) credits selected from the AA approved course list. See page 52 for complete list of approved electives.

Suggested Courses

ENG 221	Creative Writing I 3
ENG 222	Creative Writing II 3
*FOL 211	Foreign Language III (as appropriate) 3
*FOL 212	Foreign Language IV (as appropriate) 3
HUM 115	World Mythology: AH2 3
HUM 121	Early Civilizations: AH2 3
HUM 122	From Medieval to Modern: AH2 3
HUM 123	The Modern World: AH2 3
LIT 125	Study of the Short Story 3
LIT 211	Survey of American Literature I: AH2 3
LIT 212	Survey of American Literature II: AH2 3
LIT 246	Literature of Women 3

LIT 248	Native American Literature	3
LIT 257	Literature & Film	3
LIT 268	Celtic Literature: AH2	3

Total Credit Hours 60

*FOL is a standard course prefix. Each specific foreign language has its own prefix, for example, SPA = Spanish.

Environmental Studies

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- REA 090

Environmental Studies is an interdisciplinary program intended to provide liberal and practical education in the science and culture of critical, contemporary environmental issues. This track includes courses from over fifteen different departments. Most environmental studies track courses are incorporated into already existing tracks in math and sciences, the humanities, and social sciences. This program is composed of required common curriculum and some specially designed courses, introducing students to the basics of those physical, natural, and social sciences related to the environment and to human interaction within the natural world.

I. Communications

Nine (9) credit hours. See page 51 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours: select three (3) courses; with no more than two (2) courses from any one (1) of the categories. See page 51 for complete list of required courses.

Suggested Courses

Category 1 (GT-AH1)

ART 110	Art Appreciation: AH1	3
ART 111	Art History Ancient to Medieval: AH1	3
ART 112	Art History Renaissance to Modern: AH1	3
MUS 120	Music Appreciation: AH1	3

Category 2 (GT-AH2)

LIT 115	Introduction to Literature: AH2	3
---------	---------------------------------	---

Category 3 (GT-AH3)

PHI 111	Introduction to Philosophy: AH3	3
PHI 112	Ethics: AH3	3

III. Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

MAT 120	Mathematics for the Liberal Arts: MA1	4
MAT 121	College Algebra: MA1	4
MAT 125	Survey of Calculus: MA1	4
MAT 135	Introduction to Statistics: MA1	3
MAT 201	Calculus I: MA1	5

IV. Social and Behavioral Sciences

Nine (9) credit hours: select three (3) courses; one (1) must be a HIS course with no more than two (2) courses from any one (1) category. See page 51 for complete list of required courses.

Suggested Courses

Category 1 (GT-S1)

POS 105	Introduction to Political Science: SS1	3
---------	--	---

Category 2 (GT-SS2)

GEO 105	World Geography: SS2	3
---------	----------------------	---

Category 3 (GT-SS3)

ANT 101	Cultural Anthropology: SS3	3
ANT 107	Introduction to Archaeology: SS3	3
ANT 111	Physical Anthropology: SS3	3

Category 4 (GT-H11)

HIS 201	U.S. History to Reconstruction: HI1	3
HIS 202	U.S. History since Civil War: HI1	3
HIS 208	American Indian History: HI1	3
HIS 225	Colorado History: HI1	3

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 51 for complete list of required courses.

BIO 105	Science of Biology: SC1	4
BIO 111	General College Biology I w/Lab: SC1	5
BIO 112	General College Biology II w/Lab: SC1	5
CHE 101	Introduction to Chemistry I: SC1	5
GEY 111	Physical Geology: SC1	4
GEY 121	Historical Geology: SC1	4
PHY 111	Physics: Algebra Based I w/Lab: SC1	5
PHY 112	Physics: Algebra Based II w/Lab: SC1	5
PHY 211	Physics: Calculus Based I w/Lab: SC1	5

VI. Communication Studies/Fine Arts

One to three (1-3) credit hours. See page 51 for complete list of required courses.

VII. Computer Communication

Three (3) credits. See page 51 for options to meet this requirement.

VIII. Electives

Sixteen-eighteen (16-18) credits selected from the AA approved course list. See page 52 for complete list of approved electives.

Suggested Courses

ANT 101	Cultural Anthropology: SS2	3
ANT 107	Introduction to Archaeology: SS3	3
ANT 111	Physical Anthropology: SS3	3
ANT 211	Cultural Resource Management	3
ANT 215	Indians of North America: SS3	3
ANT 218	Archaeology of the Bible	3
ANT 221	Exploring Other Cultures I	3
ANT 222	Exploring Other Cultures II	3
ANT 280	Southwest Field Exploration	2
ART 121	Drawing I	3
BIO 148	Basic Ecology	4
BIO 149	Plant Taxonomy	4
BIO 150	Animal Biology	4
BIO 204	Microbiology: SC1	4
COM 214	Natural Resource Interpretation	3
GEO 111	Physical Geography – Landforms: SC1	4
HIS 207	American Environmental History	3
HIS 209	History of the American Southwest	3
HIS 235	History of the American West	3
HIS 241	History of the Pikes Peak Region	3
JOU 121	Photojournalism	3
LIT 211	Survey of American Literature I: AH2	3
LIT 212	Survey of American Literature II: AH2	3
POS 125	American State and Local Government	3

Total Credit Hours

60

Foreign Language

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- REA 090

PPCC's foreign language programs are built around the standards put forth by the American Council on the Teaching of Foreign Languages (ACTFL). The goals of those standards are that students communicate with others in the language they are studying, both in and outside the classroom; that they learn about and experience the cultures of other languages; that they make connections between the language they are learning and other disciplines; that they make comparisons between their native language and culture and the language and culture they are learning; and that they become active in communities of speakers of the language they are learning. Foreign language study is compatible with study in all other disciplines, especially law enforcement, health professions, education, social and behavioral sciences, business, journalism, and art history.

Students who have studied French, German, or Spanish in high school or who have lived in a country where one of those languages is spoken should take a placement test before enrolling in a course in that language. All native speakers of a language other than English must have permission of a full-time foreign language faculty member before enrolling in a course in their native language.

Students considering a major in a foreign language should be aware that first-year language courses do not count toward credit-hour requirements for a major or minor in most four-year institutions.

I. Communications

Nine (9) credit hours. See page 51 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours: select three (3) courses; with no more than two (2) courses from any one (1) of the categories. See page 51 for complete list of required courses.

III. Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). See page 51 for complete list of required courses.

IV. Social and Behavioral Sciences

Nine (9) credit hours: select three (3) courses; one (1) must be a HIS course with no more than two (2) courses from any one (1) category. See page 51 for complete list of required courses.

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category).

VI. Communication Studies/Fine Arts

One to three (1-3) credit hours. See page 51 for complete list of required courses.

VII. Computer Communication

Three (3) credits. See page 51 for options to meet this requirement.

VIII. Electives

Sixteen-eighteen (16-18) credits selected from the AA approved course list. See page 52 for complete list of approved electives.

Suggested Courses

FOL 111	Foreign Language I*	5
FOL 112	Foreign Language II*	5
FOL 211	Foreign Language III*	3
FOL 212	Foreign Language IV*	3
		3

Total Credit Hours

60

*FOL is a standard course prefix. Each specific foreign language has its own prefix, for example, SPA = Spanish.

Geography

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

Geography means, from its Greek origin, "to describe the earth." It is the scientific description, analysis, and explanation of spatial variations of the earth, answering questions of location and place. Geography is divided into two major fields: physical and cultural. Physical geography describes all phenomena of land, sea, and air at the surface of the earth. It focuses on processes that influence surface events, involving energy systems and environmental subsystems and materials. Cultural geography is the scientific study of the human-land relationship. It explores how humans impact the land, sea, and air and how they are influenced by the same. A background in geography lends itself to many professional fields including cartography, natural resource conservation, remote sensing and satellite imagery, geology, GIS (Geographic Information Systems), economics, community planning, historic preservation and resource analysis, and meteorology.

I. Communications

Nine (9) credit hours. See page 51 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours: select three (3) courses; with no more than two (2) courses from any one (1) of the categories. See page 51 for complete list of required courses.

III. Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). See page 51 for complete list of required courses.

MAT 135 Introduction to Statistics: MA1 3

IV. Social and Behavioral Sciences

Nine (9) credit hours: select three (3) courses; one (1) must be a HIS course with no more than two (2) courses from any one (1) category. GEO 105 and GEO 106 are recommended for Geography majors. See page 51 for complete list of required courses.

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category).

GEO 111 Physical Geography – Landforms: SC1 4

GEY 111 Physical Geology: SC1 4

MET 150 General Meteorology: SC1 4

VI. Communication Studies/Fine Arts

One to three (1-3) credit hours. See page 51 for complete list of required courses.

VII. Computer Communication

Three (3) credits. See page 51 for options to meet this requirement.

VIII. Electives

Sixteen-eighteen (16-18) credits selected from the AA approved course list. See page 52 for complete list of approved electives.

Suggested Courses

ANT 111 Physical Anthropology: SS3	3
GEO 106 Human Geography: SS2	3
GEO 111 Physical Geography – Landforms: SC1	4
GEO 112 Physical Geography – Weather & Climate Science Elective	4
	<u>2</u>

Total Credit Hours **60**

History

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- REA 090

History is collecting and analyzing the record of what past life was like, why events occurred, and how those events led to later and present circumstances. Historians may specialize in particular time periods; communities, states, countries, or regions; aspects of life such as society, politics, economics, the military, diplomacy, science, and culture; or groups in society such as farmers and workers, women and families, or racial and ethnic minorities. Careers for historians include teaching, research, and writing; law, politics, and government; and applied or public history such as historical editing and publishing, interpreting in museums and management at historic sites, archival records collection analysis, and historical consulting for public and private agencies. Without understanding our past, how can we hope to comprehend the present, let alone the future?

I. Communications

Nine (9) credit hours. See page 51 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours: select three (3) courses; with no more than two (2) courses from any one (1) of the categories. See page 51 for complete list of required courses.

III. Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

MAT 120 Mathematics for the Liberal Arts: MA1	4
---	---

IV. Social and Behavioral Sciences

Nine (9) credit hours: select three (3) courses; one (1) must be a HIS course with no more than two (2) courses from any one (1) category. Select two (2) Pathways History courses. See page 51 for complete list of required courses.

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category).

Suggested Courses

AST 101 Astronomy I: SC1	4
AST 102 Astronomy II: SC1	4
GEY 111 Physical Geology: SC1	4
GEY 121 Historical Geology: SC1	4

VI. Communication Studies/Fine Arts

One to three (1-3) credit hours. See page 51 for complete list of required courses.

VII. Computer Communication

Three (3) credits. See page 51 for options to meet this requirement.

VIII. Electives

Sixteen-eighteen (16-18) credits selected from the AA approved course list. See page 52 for complete list of approved electives.

Suggested Courses

Also especially recommended are any electives in ANT, GEO, LIT, PHI, POS, or SOC

GEO 105 World Regional Geography: SS2	3
HIS 101 Western Civilization: Antiquity-1650: HI1	3
HIS 102 Western Civilization: 1650-Present: HI1	3
HIS 111 The World: Antiquity-1650: HI1	3
HIS 112 The World: 1650-Present: HI1	3
HIS 201 U.S. History to Reconstruction: HI1	3
HIS 202 U.S. History since Civil War: HI1	3
HIS 206 U.S. Family History & Genealogy	3
HIS 207 American Environmental History	3
HIS 208 American Indian History: HI1	3
HIS 209 History of the American Southwest	3
HIS 215 Women in U.S. History	3
HIS 225 Colorado History: HI1	3
HIS 235 History of the American West	3
HIS 236 U.S. History Since 1945: HI1	3
HIS 241 History of the Pikes Peak Region	3
HIS 244 History of Latin America: HI1	3
HIS 247 20th Century World History: HI1	3
HIS 249 History of Islamic Civilization: HI1	3
HIS 255 The Middle Ages: HI1	3
HIS 260 U.S. Foreign Relations History: HI1	3
HUM 121 Early Civilizations: AH2	3
HUM 122 From Medieval to Modern: AH2	3
HUM 123 The Modern World: AH2	<u>3</u>

Total Credit Hours **60**

Humanities

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 030
- REA 090

Humanities is the study of human beings through their creations. Students study paintings, sculpture, architecture, music, literature, and philosophy to discover the nature of humankind and the values held by those living during a particular historical period. Students learn to look at the concerns of other cultures and to reassess their own values. Humanities majors may later specialize in any of the fine arts, literature, and philosophy or in the history of the arts of a particular period or country. Survey courses include the study of the arts of Asia, Africa, Latin America, and ethnic American groups.

Students not meeting a course prerequisite must have instructor permission to enroll.

I. Communications

Nine (9) credit hours. See page 51 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours: select three (3) courses; with no more than two (2) courses from any one (1) of the categories. See page 51 for complete list of required courses.

Required Courses

Category 2 (GT-AH2)

HUM 122 From Medieval to Modern: AH2	3
HUM 123 The Modern World: AH2	3

Category 3 (GT-AH3)

PHI 111 Introduction to Philosophy: AH3	3
---	---

III. Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

MAT 120	Mathematics for the Liberal Arts: MA1	4
MAT 121	College Algebra: MA1	4
MAT 135	Introduction to Statistics: MA1	3

IV. Social and Behavioral Sciences

Nine (9) credit hours: select three (3) courses; one (1) must be a HIS course with no more than two (2) courses from any one (1) category. See page 51 for complete list of required courses.

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 51 for complete list of required courses.

VI. Communication Studies/Fine Arts

One to three (1-3) credit hours. See page 51 for complete list of required courses.

Suggested Courses

ART 121	Drawing I	3
ART 138	Film Photography I	3
DAN 111	Modern Dance I	1
DAN 121	Jazz I	1
DAN 125	History of Dance I: AH1	3
DAN 131	Ballet I	1
DAN 151	Belly Dance	1
DAN 224	Dance for Musical Theatre I	3
THE 111	Acting I	3

VII. Computer Communication

Three (3) credits. See page 51 for options to meet this requirement.

VIII. Electives

Sixteen-eighteen (16-18) credits selected from the AA approved course list. See page 52 for complete list of approved electives.

Suggested Courses

ANT 101	Cultural Anthropology: SS3	3
DAN 111	Modern Dance I	1
DAN 125	History of Dance I: AH1	3
DAN 131	Ballet I	1
HUM 115	World Mythology: AH2	3
HUM 121	Early Civilizations: AH2	3
HUM 131	Arts & Cultures of Mexico	3
HUM 236	North American Indian Arts	3
HUM 238	Sacred Images, Sacred Places: Southwestern U. S.	3
LIT 115	Introduction to Literature: AH2	3
LIT 201	Masterpieces of Literature I: AH2	3
LIT 205	Ethnic Literature: AH2	3
PED 143	Tai Chi	1
PED 147	Yoga I	1

Total Credit Hours **60**

Journalism

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- REA 090

From the early days of our nation, the Founding Fathers realized the importance of a free press. Through the Civil Rights Movement and our present Information Age, journalism has played a vital role in our nation's well-being. Journalists witness and record our lives. Journalism also makes a great partner for those pursuing other careers. It is

learning how to write and then developing an expertise in a cognate area, such as business, science, law, the performing arts, literature, and the social and behavioral sciences.

Many of our authors, including Ernest Hemingway, Tom Clancy, Erma Bombeck, Edna Buchanan, Dave Barry, Mary Brody, Katherine Anne Porter and Stephen King, began their careers as reporters. Photojournalists, as well as reporters, have served as historians by recording messages and providing images for future generations.

Journalism studies at PPCC focus on the study of mass media, reporting and magazine writing. Students will learn to interview, research and write features, newspaper and magazine articles, headlines, news releases, and advertisements. Courses in digital photography are also available for PPCC journalism students. If interest is sufficient, students can develop their design skills by working on the online school newspaper, The Pikes Peak News. Along with specific journalism courses, journalism students are encouraged to gain a general education background and start a portfolio of their work. After completing the journalism program at PPCC, students transferring to four-year colleges have a variety of career writing and mass communication options to pursue.

Students enrolled in the PPCC journalism program can earn an associate of arts degree. The majority of our journalism courses are guaranteed transfer to any state four-year college or university. We recommend that you consult with your faculty advisor to choose the journalism courses that fit the emphasis you are interested in, i.e. news/editorial, advertising/public relations, multimedia.

I. Communications

Nine (9) credit hours. See page 51 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours: select three (3) courses; with no more than two (2) courses from any one (1) of the categories. See page 51 for complete list of required courses.

Required Courses**Category 1 (GT-AH1)**

ART 111	Art History Ancient to Medieval: AH1	3
ART 112	Art History Renaissance to Modern: AH1	3
MUS 120	Music Appreciation: AH1	3
MUS 121	Music History I: AH1	3
MUS 122	Music History II: AH1	3
THE 105	Introduction to Theatre Arts: AH1	3

Category 2 (GT-AH2)

HUM 121	Early Civilizations: AH2	3
HUM 122	From Medieval to Modern: AH2	3
HUM 123	The Modern World: AH2	3
LIT 115	Introduction to Literature: AH2	3
LIT 201	Masterpieces of Literature I: AH2	3
LIT 202	Masterpieces of Literature II: AH2	3

Category 3 (GT-AH3)

PHI 111	Introduction to Philosophy: AH3	3
PHI 112	Ethics: AH3	3

III. Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

MAT 120	Mathematics for the Liberal Arts: MA1	4
MAT 135	Introduction to Statistics: MA1	3

IV. Social and Behavioral Sciences

Nine (9) credit hours: select three (3) courses; one (1) must be a HIS course with no more than two (2) courses from any one (1) category. See page 51 for complete list of required courses.

Suggested Courses**Category 1 (GT-SS1)**

ECO 201	Principles of Macroeconomics: SS1	3
ECO 202	Principles of Microeconomics: SS1	3
POS 105	Introduction to Political Science: SS1	3
POS 111	American Government: SS1	3

Category 2 (GT-SS2)

GEO 105	World Regional Geography: SS2	3
---------	-------------------------------	---

Category 3 (GT-SS3)

SOC 102	Introduction to Sociology II: SS3	3
---------	-----------------------------------	---

Category 4 (GT-HI1)

HIS 101	Western Civilization: Antiquity–1650: HI1	3
HIS 102	Western Civilization: 1650–Present: HI1	3
HIS 201	U.S. History to Reconstruction: HI1	3
HIS 202	U.S. History since Civil War: HI1	3

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 51 for complete list of required courses.

VI. Communication Studies/Fine Arts

One to three (1-3) credit hours. See page 51 for complete list of required courses.

Suggested Courses

ART 143	Digital Photography I	3
COM 125	Interpersonal Communication	3
COM 220	Intercultural Communication	3
COM 225	Organizational Communication	3
ENG 221	Creative Writing I	3
ENG 131	Technical Writing I	3
ENG 230	Creative Nonfiction	3
ENG 231	Literary Magazine	3
JOU 106	Fundamentals of Reporting	3
JOU 121	Photojournalism	3
JOU 241	Magazine Article Writing	3

VII. Computer Communication

Three (3) credits. See page 51 for options to meet this requirement.

VIII. Electives

Sixteen-eighteen (16-18) credits selected from the AA approved course list. See page 52 for complete list of approved electives.

Suggested Courses

JOU 105	Introduction to Mass Media: SS3	3
JOU 106	Fundamentals of Reporting	3
JOU 206	Intermediate Newswriting & Editing	3
JOU 241	Magazine Article Writing	3
JOU 280	Internship	3

Total Credit Hours **60**

Literature

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- REA 090

To major in English in the new millennium is to do more than select a profession; it is to identify one's vocation. Whether students decide someday to specialize in rhetoric and composition, literary criticism, or creative writing, or to become journalists, songwriters, screenwriters, or teachers of English, they will learn to promote literacy and thoughtful dissent in contemporary society. They will learn that connections between life and literature are basic to living in and understanding a complex global community.

I. Communications

Nine (9) credit hours. See page 51 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours: select three (3) courses; with no more than two (2) courses from any one (1) of the categories. See page 51 for complete list of required courses.

Suggested Courses**Category 2 (GT-AH2)**

LIT 201	Masterpieces of Literature I: AH2	3
LIT 202	Masterpieces of Literature II: AH2	3
LIT 221	Survey of British Literature I: AH2	3
LIT 222	Survey of British Literature II: AH2	3

Category 3 (GT-AH3)

PHI 111	Introduction to Philosophy: AH3	3
---------	---------------------------------	---

III. Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

MAT 120	Mathematics for the Liberal Arts: MA1	4
---------	---------------------------------------	---

IV. Social and Behavioral Sciences

Nine (9) credit hours: select three (3) courses; one (1) must be a HIS course with no more than two (2) courses from any one (1) category. See page 51 for complete list of required courses.

Suggested Courses**Category 1 (GT-S1)**

POS 111	American Government: SS1	3
---------	--------------------------	---

Category 2 (GT-SS2)

GEO 105	World Geography: SS2	3
---------	----------------------	---

Category 3 (GT-SS3)

ANT 101	Cultural Anthropology: SS3	3
PSY 101	General Psychology I: SS3	3

Category 4 (GT-HI1)

HIS 101	Western Civilization: Antiquity–1650: HI1	3
HIS 102	Western Civilization: 1650–Present: HI1	3
HIS 201	U.S. History to Reconstruction: HI1	3
HIS 202	U.S. History since Civil War: HI1	3

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 51 for complete list of required courses.

VI. Communication Studies/Fine Arts

One to three (1-3) credit hours. See page 51 for complete list of required courses.

VII. Computer Communication

Three (3) credits. See page 51 for options to meet this requirement.

VIII. Electives

Sixteen-eighteen (16-18) credits selected from the AA approved course list. See page 52 for complete list of approved electives.

Suggested Courses

HUM 115	World Mythology: AH2	3
HUM 121	Early Civilizations: AH2	3
HUM 122	From Medieval to Modern: AH2	3
HUM 123	The Modern World: AH2	3
LIT 115	Introduction to Literature: AH2	3
LIT 125	Study of the Short Story	3
LIT 205	Ethnic Literature: AH2	3

LIT 211	Survey of American Literature I: AH2	3
LIT 212	Survey of American Literature II: AH2	3
LIT 246	Literature of Women	3
LIT 248	Native American Literature	3
Total Credit Hours		60

Music

Associate of Arts Course of Study

Recommended basic skills are:

- ENG 090
- MAT 030
- REA 090

Music, as all of the arts, is an expression and transcendence of the human experience. Music courses serve as an introduction into the examination of sound as a vibrant art form as well as to provide training in performance and composition. The Music Department's offerings of humanities and performance classes are open to all students beginning through advanced. Consultation with the program director is recommended for course placement while consultation with the program director is required for applied music study.

I. Communications

Nine (9) credit hours. See page 51 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours: select three (3) courses; with no more than two (2) courses from any one (1) of the categories. See page 51 for complete list of required courses.

III. Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). See page 51 for complete list of required courses.

IV. Social and Behavioral Sciences

Nine (9) credit hours: select three (3) courses; one (1) must be a HIS course with no more than two (2) courses from any one (1) category. See page 51 for complete list of required courses.

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 51 for complete list of required courses.

VI. Communication Studies/Fine Arts

One to three (1-3) credit hours. See page 51 for complete list of required courses.

VII. Computer Communication

Three (3) credits. See page 51 for options to meet this requirement.

VIII. Electives

Sixteen-eighteen (16-18) credits selected from the AA approved course list. See page 52 for complete list of approved electives.

Suggested Courses

JOU 105	Introduction to Mass Media: SS3	3
LIT 115	Introduction to Literature: AH2	3
MUS 100	Fundamentals of Music	3
MUS 110	Music Theory I	3
MUS 111	Music Theory II	3
MUS 112	Ear Training/Sight-singing I Lab	1
MUS 113	Ear Training/Sight-singing II Lab	1
MUS 120	Music Appreciation: AH1	3
MUS 121	Music History I: AH1	3
MUS 122	Music History II: AH1	3
MUS 125	History of Jazz: AH1	3
MUS 126	History of Rock & Pop	3
MUS 131	Music Class I	2

MUS 132	Music Class II	2
MUS 141	Private Instruction I	1
MUS 142	Private Instruction II	1
MUS 151	Ensemble I	1
MUS 152	Ensemble II	1
MUS 241	Private Instruction I	2
MUS 242	Private Instruction II	2
MUS 251	Ensemble I	1
MUS 252	Ensemble II	1
PHI 111	Introduction to Philosophy: AH3	3
THE 111	Acting I	3
THE 112	Acting II	3
Total Credit Hours		60

Philosophy

Associate of Arts Course of Study

Recommended basic skills standards are:

- ENG 121
- REA 090

People are selling more than consumer goods in the world today. The market place of ideas contains competing political ideologies, religious beliefs and different value systems. Philosophy equips individuals to make lucid choices amid this ever-changing world, and gives them the intellectual strength to defend what they do and what they believe.

Philosophy fearlessly explores the big questions. What is the meaning of life? What is my purpose in living? What is the nature of happiness? Is there a God? How do I decide what is right and wrong? What is the nature of reality and of human consciousness? Are there limits to what can be known? Will a machine ever duplicate the mind? Why do we need government and what should be its role?

Fields that usually require philosophy are law, economics, government, politics, environmental policy, and theology.

I. Communications

Nine (9) credit hours. See page 51 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours: select three (3) courses; with no more than two (2) courses from any one (1) of the categories. See page 51 for complete list of required courses.

Suggested Courses

Category 1 (GT-AH1)

ART 110	Art Appreciation: AH1	3
ART 111	Art History Ancient to Medieval: AH1	3
ART 112	Art History Renaissance to Modern: AH1	3
MUS 120	Music Appreciation: AH1	3
THE 211	Development of Theatre I: AH1	3
THE 212	Development of Theatre II: AH1	3

Category 2 (GT-AH2)

HUM 121	Early Civilizations: AH2	3
HUM 122	From Medieval to Modern: AH2	3
HUM 123	The Modern World: AH2	3
LIT 201	Masterpieces of Literature I: AH2	3
LIT 202	Masterpieces of Literature II: AH2	3

Category 3 (GT-AH3)

PHI 111	Introduction to Philosophy: AH3	3
PHI 113	Logic: AH3	3

III. Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

MAT 120	Mathematics for the Liberal Arts: MA1	4
MAT 135	Introduction to Statistics: MA1	3

IV. Social and Behavioral Sciences

Nine (9) credit hours: select three (3) courses; one (1) must be a HIS course with no more than two (2) courses from any one (1) category. See page 51 for complete list of required courses.

Suggested Courses**Category 1 (GT-SS1)**

ECO 201	Principles of Macroeconomics: SS1	3
ECO 202	Principles of Microeconomics: SS1	3
POS 111	American Government: SS1	3

Category 2 (GT-SS2)

GEO 105	World Geography: SS2	3
---------	----------------------	---

Category 3 (GT-SS3)

ANT 101	Cultural Anthropology: SS3	3
ANT 111	Physical Anthropology: SS3	3
PSY 101	General Psychology I: SS3	3
PSY 102	General Psychology II: SS3	3
SOC 101	Introduction to Sociology I: SS3	3
SOC 102	Introduction to Sociology II: SS3	3

Category 4 (GT-HI1)

HIS 101	Western Civilization: Antiquity–1650: HI1	3
HIS 102	Western Civilization: 1650–Present: HI1	3

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

AST 102	Astronomy II: SC1	4
BIO 105	Science of Biology: SC1	4
BIO 111	General College Biology I w/Lab: SC1	5
GEY 121	Historical Geology: SC1	4

VI. Communication Studies/Fine Arts

One to three (1-3) credit hours

See page 51 for complete list of required courses.

VII. Computer Communication

Three (3) credits. See page 51 for options to meet this requirement.

VIII. Electives

Sixteen-eighteen (16-18) credits selected from the AA approved course list. See page 52 for complete list of approved electives for remaining course options in this category.

Suggested Courses

LIT 115	Introduction to Literature: AH2	3
PHI 112	Ethics: AH3	3
PHI 114	Comparative Religion: AH3	3
PHI 214	Philosophy of Religion: AH3	3
POS 105	Introduction to Political Science: SS1	3

Total Credit Hours**60****Photography-see Art****Political Science****Associate of Arts Course of Study**

Recommended basic skills standards are

- ENG 090
- REA 090

Political Science is the study of government: what it is, what it does, and how and why. Political scientists are interested in government at every level: local, county, state, regional, national, and international. Many of them specialize in one general area of political science such as political theory, U.S. political institutions and processes, comparative political institutions and processes, or international relations and organizations. Some specialize in a particular type of political institution or in the politics of a specific era.

I. Communications

Nine (9) credit hours. See page 51 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours: select three (3) courses; with no more than two (2) courses from any one (1) of the categories. See page 51 for complete list of required courses.

Suggested Courses**Category 2 (GT-AH2)**

HUM 121	Early Civilizations: AH2	3
LIT 115	Introduction to Literature: AH2	3

Category 3 (GT-AH3)

PHI 111	Introduction to Philosophy: AH3	3
---------	---------------------------------	---

III. Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

MAT 120	Mathematics for the Liberal Arts: MA1	4
---------	---------------------------------------	---

IV. Social and Behavioral Sciences

Nine (9) credit hours: select three (3) courses; one (1) must be a HIS course with no more than two (2) courses from any one (1) category. See page 51 for complete list of required courses.

Suggested Courses**Category 1 (GT-SS1)**

POS 105	Introduction to Political Science: SS1	3
POS 111	American Government: SS1	3

Category 4 (GT-HI1)

HIS 101	Western Civilization: Antiquity–1650: HI1	3
---------	---	---

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

GEY 111	Physical Geology: SC1	4
GEY 121	Historical Geology: SC1	4

VI. Communication Studies/Fine Arts

One to three (1-3) credit hours. See page 51 for complete list of required courses.

Suggested Courses

JOU 105	Introduction to Mass Media: SS3	3
---------	---------------------------------	---

VII. Computer Communication

Three (3) credits. See page 51 for options to meet this requirement.

CSC 105	Computer Literacy	3
---------	-------------------	---

VIII. Electives

Sixteen-eighteen (16-18) credits selected from the AA approved course list. See page 52 for complete list of approved electives.

Suggested Courses

POS 125	State & Local Government	3
POS 205	International Relations: SS1	3
POS 215	Current Political Issues: SS1	3
Plus 10 hours of any approved elective		<u>10</u>

Total Credit Hours 60

Professional Writing & Communication

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

Professional writing is the integration of creativity, technology, and problem solving. The ability to communicate in a variety of formats to a variety of audiences for a variety of purposes is a widely sought skill in the marketplace. Students who pursue an emphasis in professional writing particularly when coupled with another major or minor will be highly competitive for careers in education, business and the arts.

Professional Writing majors interested in technical writing, creative writing or journalism should contact their four-year transfer institution for recommendations concerning elective courses. Please note that some four-year colleges will only accept one technical writing or creative writing course in transfer.

I. Communications

Nine (9) credit hours. See page 51 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours: select three (3) courses; with no more than two (2) courses from any one (1) of the categories. See page 51 for complete list of required courses.

Suggested Courses**Category 1 (GT-AH1)**

ART 110	Art Appreciation: AH1	3
ART 111	Art History Ancient to Medieval: AH1	3
ART 112	Art History Renaissance to Modern: AH1	3
THE 105	Introduction to Theater Arts: AH1	3

Category 2 (GT-AH2)

HUM 121	Early Civilizations: AH2	3
HUM 122	From Medieval to Modern: AH2	3
HUM 123	The Modern World: AH2	3
LIT 115	Introduction to Literature: AH2	3
LIT 201	Masterpieces of Literature I: AH2	3
LIT 202	Masterpieces of Literature II: AH2	3
LIT 221	British Literature I: AH2	3
LIT 222	British Literature II: AH2	3

Category 3 (GT-AH3)

PHI 111	Introduction to Philosophy: AH3	3
PHI 112	Ethics: AH3	3
PHI 113	Logic: AH3	3

III. Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). See page 51 for complete list of required courses.

IV. Social and Behavioral Sciences

Nine (9) credit hours: select three (3) courses; one (1) must be a HIS course with no more than two (2) courses from any one (1) category. See page 51 for complete list of required courses.

Suggested Courses**Category 1 (GT-SS1)**

ECO 201	Principles of Macroeconomics: SS1	3
ECO 202	Principles of Microeconomics: SS1	3

Category 3 (GT-SS3)

JOU 105	Introduction to Mass Media: SS3	3
PSY 101	General Psychology I: SS3	3
PSY 102	General Psychology II: SS3	3
SOC 101	Introduction to Sociology I: SS3	3
SOC 102	Introduction to Sociology II: SS3	3

Category 4 (GT-HI1)

HIS 101	Western Civilization: Antiquity–1650: HI1	3
HIS 102	Western Civilization: 1650–Present: HI1	3
HIS 201	U.S. History to Reconstruction: HI1	3
HIS 202	U.S. History since Civil War: HI1	3

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 51 for complete list of required courses.

VI. Communication Studies/Fine Arts

One to three (1-3) credit hours. See page 51 for complete list of required courses.

Suggested Courses

COM 217	Group Communication	3
COM 220	Intercultural Communication	3
COM 225	Organizational Communication	3
ENG 221	Creative Writing I	3
ENG 222	Creative Writing II	3
ENG 230	Creative Nonfiction	3
ENG 231	Literary Magazine	3
JOU 106	Fundamentals of Reporting	3
JOU 241	Magazine Article Writing	3

VII. Computer Communication

Three (3) credits. See page 51 for options to meet this requirement.

VIII. Electives

Sixteen-eighteen (16-18) credits selected from the AA approved course list. See page 52 for complete list of approved electives.

Suggested Courses

ENG 131	Technical Writing I	3
ENG 132	Technical Writing II	3
ENG 221	Creative Writing I	3
ENG 222	Creative Writing II	3
ENG 227	Poetry Writing	3
ENG 230	Creative Non-Fiction	3
ENG 231	Literary Magazine	3
JOU 105	Introduction to Mass Media: SS3	3
JOU 106	Fundamentals of Reporting	3
JOU 241	Magazine Article Writing	<u>3</u>

Total Credit Hours 60

Psychology

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- REA 090

Psychologists study the behavior of individuals and groups and often help individuals achieve satisfactory personal adjustments. Their work includes varied activities such as teaching in colleges and universities, counseling and psychotherapy, psychological testing, planning and conducting training programs for workers, performing basic and applied research, advising on psychological methods and theories, and administering psychology programs in hospitals, clinics, research laboratories, etc. Students pursuing a bachelor's degree in psychology can fulfill lower division requirements at Pikes Peak Community College. Students should note that graduate degrees are required for most professional positions in psychology.

NOTE: Psychology majors are advised to complete PSY 101 and PSY 102.

I. Communications

Nine (9) credit hours. See page 51 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours: select three (3) courses; with no more than two (2) courses from any one (1) of the categories. See page 51 for complete list of required courses.

Suggested Courses

Category 2 (GT-AH2)

LIT 115 Introduction to Literature: AH2 3

Category 3 (GT-AH3)

PHI 111 Introduction to Philosophy: AH3 3

PHI 112 Ethics: AH3 3

III. Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

MAT 121 College Algebra: MA1 4

IV. Social and Behavioral Sciences

Nine (9) credit hours: select three (3) courses; one (1) must be a HIS course with no more than two (2) courses from any one (1) category. See page 51 for complete list of required courses.

Suggested Courses

Category 3 (GT-SS3)

PSY 101 General Psychology I: SS3 3

PSY 102 General Psychology II: SS3 3

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

BIO 111 General College Biology I w/Lab: SC1 5

BIO 112 General College Biology II w/Lab: SC1 5

VI. Communication Studies/Fine Arts

One to three (1-3) credit hours. See page 51 for complete list of required courses.

VII. Computer Communication

Three (3) credits. See page 51 for options to meet this requirement.

VIII. Electives

Sixteen (16) credits selected from the AA approved course list. See page 52 for complete list of approved electives.

Suggested Courses

ANT 101 Cultural Anthropology: SS3 3

PSY 112 Psychology of Adjustment 3

PSY 205 Psychology of Gender: SS3 3

PSY 217 Human Sexuality: SS3 3

PSY 226 Social Psychology: SS3 3

PSY 227 The Psychology of Death & Dying: SS3 3

PSY 235 Human Growth & Development: SS3 3

PSY 238 Child Development: SS3 3

PSY 245 Educational Psychology 3

PSY 247 Child Abuse & Neglect 3

PSY 249 Abnormal Psychology: SS3 3

PSY 265 Psychology of Personality 3

SOC 101 Introduction to Sociology I: SS3 3

SOC 102 Introduction to Sociology II: SS3 3

Total Credit Hours 60

Social Work Transfer

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 060
- REA 090

This program provides the first two years for transfer students who wish to pursue a career in social work or the human services field. Because of different requirements at four-year institutions, it is important that students work with advisors.

NOTE: Colorado State University–Pueblo has specific program requirements for transfer; consult your program advisor for specifics.

NOTE: To be employed in the social work field it is expected that you will be able to pass background checks. This will include fingerprinting for the Colorado Bureau of Investigation and a Central Registry Inquiry.

I. Communications

Nine (9) credit hours. See page 51 for list of required courses.

II. Art and Humanities

Nine (9) credit hours: select three (3) courses; with no more than two (2) courses from any one (1) of the categories. See page 51 for complete list of required courses.

III. Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

MAT 135 Introduction to Statistics: MA1 3

IV. Social and Behavioral Sciences

Nine (9) credit hours: select three (3) courses; one (1) must be a HIS course with no more than two (2) courses from any one (1) category. See page 51 for complete list of required courses.

Suggested Courses

Category 3 (GT-SS3)

PSY 101 General Psychology I: SS3 3

SOC 101 Introduction to Sociology I: SS3 3

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

BIO 105 Science of Biology: SC1 4

VI. Communication Studies/Fine Arts

One to three (1-3) credit hours. See page 51 for complete list of required courses.

VII. Computer Communication

Three (3) credits. See page 51 for options to meet this requirement.

VIII. Electives

Sixteen-eighteen (16-18) credits selected from the AA approved course list. See page 52 for complete list of approved electives.

Suggested Courses

SWK 100 Introduction to Social Work 3

SWK 201 Human Behavior in the Social Environment I 3

SWK 202 Human Behavior in the Social Environment II 3

SWK 205 Social Welfare in the U.S. 3

SWK 222 Introduction to Social Work Practice 3

Total Credit Hours 60

SWK courses must be taken for the Colorado State University - Pueblo Social Work Program and count toward electives. SWK courses require paperwork from your advisor to be used in an AA degree. SWK courses transfer to Colorado State University–Pueblo Social Work Program.

In addition to the SWK courses, you must select one to three (1-3) credits from the AA Approved Course electives list on page 52.

Sociology

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- REA 090

Sociology is a systematic study of society which includes people in groups, cultures and subcultures, the socialization process, social organization, social institutions (political, religious, educational, economic, etc.), social stratifications, social change, race and ethnic relations, human ecology, and social problems. As an intellectual discipline, it deals with developing scientific and reliable knowledge about human social relationships in group life. Courses are designed to increase personal awareness of the social environment, to prepare for interpersonal relationships in careers, and to equip students for further studies in sociology.

I. Communications

Nine (9) credit hours. See page 51 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours: select three (3) courses; with no more than two (2) courses from any one (1) of the categories. See page 51 for complete list of required courses.

III. Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

MAT 120 Mathematics for the Liberal Arts: MA1 4

MAT 121 College Algebra: MA1 4

IV. Social and Behavioral Sciences

Nine (9) credit hours: select three (3) courses; one (1) must be a HIS course with no more than two (2) courses from any one (1) category. See page 51 for complete list of required courses.

Suggested Courses**Category 1 (GT-SS1)**

POS 105 Introduction to Political Science: SS1 3

POS 111 American Government: SS1 3

Category 2 (GT-SS2)

GEO 105 World Geography: SS2 3

Category 3 (GT-SS3)

ANT 101 Cultural Anthropology: SS3 3

SOC 101 Introduction to Sociology I: SS3 3

SOC 102 Introduction to Sociology II: SS3 3

Category 4 (GT-HI1)

HIS 201 U.S. History to Reconstruction: HI1 3

HIS 202 U.S. History since Civil War: HI1 3

HIS 247 20th Century World History: HI1 3

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 51 for complete list of required courses.

VI. Communication Studies/Fine Arts

One to three (1-3) credit hours. See page 51 for complete list of required courses.

VII. Computer Communication

Three (3) credits. See page 51 for options to meet this requirement.

VIII. Electives

Sixteen-eighteen (16-18) credits selected from the AA approved course list. See page 52 for complete list of approved electives.

Suggested Courses

ANT 101 Cultural Anthropology: SS3 3

ETH 200 Introduction to Ethnic Studies: SS3 3

PSY 101 General Psychology I: SS3 3

PSY 102 General Psychology II: SS3 3

SOC 201 Introduction to Gerontology 3

SOC 205 Sociology of Family Dynamics: SS3 3

SOC 215 Contemporary Social Problems: SS3 3

SOC 216 Sociology of Gender: SS3 3

SOC 218 Sociology of Diversity 3

SOC 220 Sociology of Religion: SS3 3

SOC 223 Chicanos in a Changing Society 3

SOC 231 The Sociology of Deviant Behavior: SS3 3

SOC 237 Sociology of Death & Dying 3

Any Foreign Language 5

Total Credit Hours 60

Southwest Studies

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 030
- REA 090

The Southwest Studies program provides an interdisciplinary view of different social, cultural, artistic, and environmental aspects of the regions of the Southwest.

I. Communications

Nine (9) credit hours. See page 51 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours: select three (3) courses; with no more than two (2) courses from any one (1) of the categories. See page 51 for complete list of required courses.

III. Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

MAT 120	Mathematics for the Liberal Arts: MA1	4
MAT 121	College Algebra: MA1	4
MAT 135	Introduction to Statistics: MA1	3

IV. Social and Behavioral Sciences

Nine (9) credit hours: select three (3) courses; one (1) must be a HIS course with no more than two (2) courses from any one (1) category. See page 51 for complete list of required courses.

Suggested Courses

Category 2 (GT-SS2)		
GEO 105	World Geography: SS2	3

Category 3 (GT-SS3)

ANT 101	Cultural Anthropology: SS3	3
---------	----------------------------	---

Category 4 (GT-HI1)

HIS 102	Western Civilization: 1650–Present: HI1	3
HIS 201	U.S. History to Reconstruction: HI1	3

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

BIO 105	Science of Biology: SC1	4
BIO 111	General College Biology I w/Lab: SC1	5
GEY 111	Physical Geology: SC1	4
GEY 121	Historical Geology: SC1	4

VI. Communication Studies/Fine Arts

One to three (1-3) credit hours. See page 51 for complete list of required courses.

ART 121	Drawing I	3
ART 138	Film Photography I	3
DAN 125	History of Dance I: AH1	3
DAN 141	Ballroom Dance I	1

VII. Computer Communication

Three (3) credits. See page 51 for options to meet this requirement.

VIII. Electives

Sixteen-eighteen (16-18) credits selected from the AA approved course list. See page 52 for complete list of approved electives.

Suggested Courses

ANT 101	Cultural Anthropology: SS3	3
ANT 107	Introduction to Archeology: SS3	3
ANT 111	Physical Anthropology: SS3	3
HIS 209	History of the American Southwest	3
HIS 225	Colorado History: HI1	3
HUM 131	Arts & Cultures of Mexico	3
HUM 236	North American Indian Arts	3
HUM 237	Hispanic Arts of Southwest	3
HUM 238	Sacred Images, Sacred Spaces	3
LIT 205	Ethnic Literature: AH2	3
SPA 111	Spanish I	5
SPA 112	Spanish II	5
SPA 211	Spanish III: AH4	3
SPA 212	Spanish IV: AH4	3

Total Credit Hours **60**

Speech-see Communication

Theatre

Associate of Arts Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 030
- REA 090

Along with music and dance, drama is one of the oldest forms of human expression. As Aristotle stated: "Imitation is natural to man" so mankind, by means of creating staged productions, has expressed this desire to mirror the actions of others. Theatre courses introduce students to the theatre as an art form and provide basic training in acting and production activities.

I. Communications

Nine (9) credit hours. See page 51 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours: select three (3) courses; with no more than two (2) courses from any one (1) of the categories. See page 51 for complete list of required courses.

Suggested Courses

Category 1 (GT-AH1)

ART 112	Art History Renaissance to Modern: AH1	3
THE 211	Development of Theatre I: AH1	3
THE 212	Development of Theatre II: AH1	3

III. Mathematics

Three (3) credit hours minimum (credit hours over three [3] will be applied to the electives category). See page 51 for complete list of required courses.

Suggested Courses

MAT 120	Mathematics for the Liberal Arts: MA1	4
MAT 135	Introduction to Statistics: MA1	3

IV. Social and Behavioral Sciences

Nine (9) credit hours: select three (3) courses; one (1) must be a HIS course with no more than two (2) courses from any one (1) category. See page 51 for complete list of required courses.

Suggested Courses

Category 3 (GT-SS3)

ANT 101	Cultural Anthropology: SS3	3
PSY 101	General Psychology I: SS3	3
PSY 102	General Psychology II: SS3	3
SOC 101	Introduction to Sociology I: SS3	3
SOC 102	Introduction to Sociology II: SS3	3

Category 4 (GT-HI1)

HIS 101	Western Civilization: Antiquity–1650: HI1	3
HIS 102	Western Civilization: 1650–Present: HI1	3
HIS 201	U.S. History to Reconstruction: HI1	3
HIS 202	U.S. History since Civil War: HI1	3

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 51 for complete list of required courses.

VI. Communication Studies/Fine Arts

One to three (1-3) credit hours. See page 51 for complete list of required courses.

VII. Computer Communication

Three (3) credits. See page 51 for options to meet this requirement.

VIII. Electives

Sixteen-eighteen (16-18) credits selected from the AA approved course list. See page 52 for complete list of approved electives.

Suggested Courses

HUM 121	Early Civilizations: AH2	3
HUM 122	From Medieval to Modern: AH2	3
HUM 123	The Modern World: AH2	3
MUS 120	Music Appreciation: AH1	3
THE 105	Introduction to Theatre Arts: AH1	3
THE 111	Acting I	3
THE 112	Acting II	3
THE 115	Stage Movement for Actors	3
THE 116	Technical Theatre	3
THE 126	Auditioning for Musical Theater	3
THE 130	Safety, Tools & Materials	3
THE 140	Stage Dialects	1
THE 144	Scene Study	1
THE 181	Internship	1-3
THE 182	Internship	1-3
THE 183	Internship	1-3
THE 204	Voice & Articulation I	2
THE 205	Voice & Articulation II	2
THE 211	Development of Theatre I: AH1	3
THE 214	Intermediate Acting II	3
THE 215	Playwriting	3
THE 218	Readers Theatre	3
THE 220	Directing I	3
THE 230	Directing II	3

Total Credit Hours 60

Associate of Science Degree (AS)

The Associate of Science degree is designed for students who want an emphasis in natural sciences, mathematics, computer science, pre-engineering, and allied health and intend to transfer to four-year colleges and universities.

To earn the Associate of Science Degree, students must complete the following course requirements for a total of 60 semester credit hours, at least 36 of which must be Colorado State-Guaranteed Courses.

I. Communication

Nine (9) credit hours

GT-CO1: ENG 121

GT-CO2: ENG 122

COM 115 or COM 125*

*This requirement is a Colorado Community College System requirement and is in addition to the State Guaranteed General Education Transfer Courses.

II. Art and Humanities

Nine (9) credit hours

Select three (3) courses, with no more than two (2) courses from any one (1) of the following categories:

GT-AH1: ART 110, ART 111, ART 112, ART 207, DAN 125, MUS 120, MUS 121, MUS 122, MUS 125, THE 105, THE 211, THE 212

GT-AH2: HUM 115, HUM 121, HUM 122, HUM 123, LIT 115, LIT 201, LIT 202, LIT 205, LIT 211, LIT 212, LIT 221, LIT 222, LIT 225, LIT 268

GT-AH3: PHI 111, PHI 112, PHI 113, PHI 114, PHI 214

GT-AH4: FRE 211, FRE 212, GER 211, GER 212, ITA 211, ITA 212, JPN 211, JPN 212, RUS 211, RUS 212, SPA 211, SPA 212

III. Mathematics

Three (3) credit hours minimum (credit hours over three (3) will be applied to the electives category).

GT-MA1: MAT 121, MAT 122, MAT 125, MAT 166, MAT 201, MAT 202, MAT 203, MAT 215, MAT 255, MAT 265

IV. Social and Behavioral Sciences

Nine (9) credit hours

Select 3 courses, at least 1 of which must be History, with no more than 2 courses from any 1 category.

GT-HI1: HIS 101, HIS 102, HIS 111, HIS 112, HIS 201, HIS 202, HIS 208, HIS 225, HIS 236, HIS 244, HIS 247, HIS 249, HIS 255, HIS 260

GT-SS1: ECO 201, ECO 202, POS 105, POS 111, POS 205, POS 225

GT-SS2: GEO 105, GEO 106

GT-SS3: ANT 101, ANT 107, ANT 111, ANT 215, JOU 105, PSY 101, PSY 102, PSY 205, PSY 217, PSY 226, PSY 227, PSY 235, PSY 238, PSY 249, SOC 101, SOC 102, SOC 205, SOC 215, SOC 216, SOC 231

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight (8) will be applied to the electives category).

GT-SC1: AST 101, AST 102, BIO 111, BIO 112, BIO 201, BIO 202, BIO 204, CHE 111, CHE 112, ENV 101, GEO 111, GEY 111, GEY 121, MET 150, PHY 111, PHY 112, PHY 211, PHY 212, PHY 211, PHY 212

VI. Computer Communication (3 credits)

Choose three (3) credits from CSC 105, CSC 120, or any generally transferable CSC course.

Students entering with strong computer skills have three options for meeting this requirement:

- Challenge and receive credit for CSC 105 by enrolling in an Open Entry/ Open Exit section and successfully completing with a C or higher.
- Meet the requirement through Credit for Prior Learning.
- Waive the requirement by applying to the Division of Business, Social and Behavioral Sciences. Waiving will require proof of competency via completion of a self test and a structured interview with a faculty member from the CSC department. Waiver also requires the credits be replaced by another elective from the approved elective course list.

VII. Electives

Eighteen (18) credits selected from the AS approved course list.

Other Requirements

- A minimum of 60 credit hours in a prescribed program of study with a cumulative grade point average of 2.0 (a C average). At least 15 of these credit hours must be earned from PPCC.
- Only six (6) elective credits are allowed in any combination of PED courses.
- Students may concentrate their study in a specialized area such as biological sciences, chemistry, or pre-engineering. Many "Course of Study" are included in the next section of this catalog.
- Career and technical courses, whether taken at another institution or at PPCC, are not accepted toward this degree without approval of the vice president for educational services. Approval is given only when it is appropriate to the educational objectives of a student.
- Courses numbered below 100 do not apply toward degrees.

Foreign Language Note: It is advisable to verify the foreign language admissions requirements for the university/four-year college you are planning to attend. For example, many of the Colorado four-year institutions require foreign languages for admission; the CU system requires 2-3 years of high school foreign language (or equivalent 2-3 semesters at Pikes Peak Community College). Students planning to attend a Colorado four-year institution who do not have the prerequisite foreign language requirement from high school should consider enrolling in these courses in addition to the degree requirements.

Approved Elective Course List for AS Degrees

These courses are guaranteed to transfer as part of the 60+60 Bachelor's Degree Transfer Program. State-wide and individual college transfer agreements prescribe electives which transfer as part of those programs. Students who transfer prior to completing the AS degree are responsible for checking transfer of individual courses with the receiving four-year institution.

Eighteen (18) credits must be selected from the following list of Mathematics and Science courses to complete the Associate of Science Degree

Mathematics

MAT 121	College Algebra: MA1	4
MAT 122	College Trigonometry: MA1	3
MAT 125	Survey of Calculus: MA1	4
MAT 166	Pre-Calculus: MA1	5
MAT 201	Calculus I: MA1	5
MAT 202	Calculus II: MA1	5
MAT 203	Calculus III: MA1	4
MAT 215	Discrete Mathematics: MA1	4
MAT 255	Linear Algebra: MA1	3
MAT 265	Differential Equations: MA1	3

Science

AST 101	Astronomy I: SC1	4
BIO 111	General College Biology I w/Lab: SC1	5
BIO 112	General College Biology II w/Lab: SC1	5
BIO 201	Human Anatomy & Physiology I: SC1	4
BIO 202	Human Anatomy & Physiology II: SC1	4
BIO 204	Microbiology: SC1	4
BIO 216	Human Pathophysiology	4
CHE 111	General Chemistry I: SC1	5
CHE 112	General Chemistry II: SC1	5
CHE 211	Organic Chemistry I: SC1	5
CHE 212	Organic Chemistry II: SC1	5
CSC 120	Problem Solving with (Software Package)	3
CSC 126	Game Design & Development	3
CSC 150	Visual Basic Programming	3
CSC 154	Introduction to MS Visual Basic.NET (OOP)	3
CSC 160, 161	Computer Science I, II (Language)	4,4
CSC 225	Computer Organization/Asmby Lang Programming	4
CSC 230	C Programming: Platform	3
CSC 240	Java Programming	3
GEO 111	Physical Geography – Landforms: SC1	4
GEO 112	Physical Geography – Weather & Climate	4
GEY 111	Physical Geology: SC1	4
GEY 121	Historical Geology: SC1	4
PHY 111	Physics: Algebra Based I w/Lab: SC1	5
PHY 112	Physics: Algebra Based II w/Lab: SC1	5
PHY 211	Physics: Calculus Based I w/Lab: SC1	5
PHY 212	Physics: Calculus Based II w/Lab: SC1	5

IV. Social and Behavioral Sciences

Nine (9) credit hours: select one (1) HIS course and two (2) courses out of two (2) categories. See page 73 for complete list of required courses.

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 73 for complete list of required courses.

Suggested Courses

BIO 111	General College Biology I w/Lab: SC1	5
BIO 112	General College Biology II w/Lab: SC1	5

VI. Computer Communication

Three (3) credits. See page 73 for complete list of required courses and options to meet this requirement.

Suggested Courses

CSC 120	Problem Solving with (Software Package)	3
---------	---	---

VII. Electives

Eighteen (18) credits selected from the AS approved course list. See page 73 for complete list of approved electives.

Suggested Courses

BIO	200-Level Science Elective	5
CHE 111	General College Chemistry I: SC1	5
CHE 112	General College Chemistry II: SC1	5
	Science Elective	<u>1</u>

Total Credit Hours**60**

Associate of Science Courses of Study

Biological Sciences

Associate of Science Course of Study

Recommended basic skills standards are

- ENG 060
- MAT 090
- REA 090

The study of biological sciences prepares one for a variety of fields including the traditional ones—biology teacher, doctor, nurse, or conservationist. New fields have developed in several life science areas such as paramedicine, cellular biology, wildlife management, and forestry. Other fields, which may require a modified program, include agriculture, allied health, natural resources management, and home economics. It is strongly recommended that students consult with an advisor for the specific requirements in these fields.

I. Communications

Nine (9) credit hours. See page 73 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours. See page 73 for complete list of required courses.

III. Mathematics

Three (3) credit hours minimum (credit hours over three (3) will be applied to the electives category). See page 73 for complete list of required courses.

Suggested Courses

MAT 121	College Algebra: MA1	4
---------	----------------------	---

Chemistry

Associate of Science Course of Study

Recommended basic skills standards are

- ENG 060
- MAT 090
- REA 090

Chemistry is one of the most diverse sciences. A chemist can study in a wide range of areas such as nuclear chemistry, biochemistry of life, chemistry of inorganic and/or organic compounds, the theory of chemical processes, and chemistry of the environment. There are many career opportunities relating to chemistry such as teaching, industrial processes, medical science, criminology, metallurgy, food processing, pharmacology, geochemistry, and environmental sciences.

I. Communications

Nine (9) credit hours. See page 73 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours. See page 73 for complete list of required courses.

III. Mathematics

Three (3) credit hours minimum (credit hours over three (3) will be applied to the electives category). See page 73 for complete list of required courses.

Suggested Courses

MAT 201	Calculus I: MA1	4
---------	-----------------	---

IV. Social and Behavioral Sciences

Nine (9) credit hours: select one (1) HIS course and two (2) courses out of two (2) categories. See page 73 for complete list of required courses.

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 73 for complete list of required courses.

Suggested Courses

CHE 111	General College Chemistry I: SC1	5
CHE 112	General College Chemistry II: SC1	5

VI. Computer Communication

Three (3) credits. See page 73 for complete list of required courses and options to meet this requirement.

Suggested Courses

CSC 120	Problem Solving with (Software Package)	3
---------	---	---

VII. Electives

Eighteen (18) credits selected from the AS approved course list. See page 73 for complete list of approved electives.

Suggested Courses

CHE 211	Organic Chemistry I: SC1	5
CHE 212	Organic Chemistry II: SC1	5
PHY 211	Physics: Calculus Based I w/Lab: SC1	5

Total Credit Hours **60**

Computer Science

Associate of Science Course of Study

Recommended basic skills standards are

- ENG 060
- MAT 090
- REA 090

This program prepares students for transfer to a four-year school to obtain a baccalaureate degree. Individual courses are needed by students who wish to use the computer to solve problems in engineering, mathematics, sciences, and social sciences leading toward careers in telecommunications, computer design, and computer applications within various science and engineering fields. These courses are also of interest to people who are striving to master their personal computers.

I. Communications

Nine (9) credit hours. See page 73 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours. See page 73 for complete list of required courses.

III. Mathematics

Three (3) credit hours minimum (credit hours over three (3) will be applied to the electives category). See page 73 for complete list of required courses.

Suggested Courses

Note: It is recommended that transfer students take MAT 201.

MAT 121	College Algebra: MA1	4
MAT 201	Calculus I: MA1	4

IV. Social and Behavioral Sciences

Nine (9) credit hours: select one (1) HIS course and two (2) courses out of two (2) categories. See page 73 for complete list of required courses.

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 73 for complete list of required courses.

Suggested Courses

Note: It is recommended that transfer students take PHY 211 and PHY 212

BIO 111	General College Biology I w/Lab: SC1	5
BIO 112	General College Biology II w/Lab: SC1	5
CHE 111	General College Chemistry I: SC1	5

CHE 112	General College Chemistry II: SC1	5
PHY 111	Physics: Algebra Based I w/Lab: SC1	5
PHY 112	Physics: Algebra Based II w/Lab: SC1	5
PHY 211	Physics: Calculus Based I w/Lab: SC1	5
PHY 212	Physics: Calculus Based II w/Lab: SC1	5

VI. Computer Communication

Three (3) credits. See page 73 for complete list of required courses and options to meet this requirement. CSC 105 Computer Literacy cannot be applied toward the Computer Science degree.

Suggested Courses

CSC 120	Problem Solving with (Software Package)	3
Or any programming language		3-4

VII. Electives

Eighteen (18) credits selected from the AS approved course list. See page 73 for complete list of approved electives.

Suggested Courses

CSC 125	Programming for the Internet	3
CSC 150	Visual Basic Programming	3
CSC 154	Introduction to MS Visual Basic .NET (OOP)	3
CSC 160	Computer Science I: (Language)	4
CSC 161	Computer Science II: (Language)	4
CSC 225	Computer Architecture/Assembly Lang Programming	4
CSC 230	C Programming: Platform	3

One of the following. Not the same language as student used in CSC 160

CSC 233	Object Oriented Programming in C++	3
CSC 236	C# Programming	4
CSC 240	Java Programming	3

Total Credit Hours **60**

Geology

Associate of Science Course of Study

Recommended basic skills standards are

- ENG 060
- MAT 090
- REA 090

This program provides basic preparation in geology for students planning to transfer at the junior level. A study of geology leads to careers in a variety of sub-disciplines such as earth science teaching, petroleum geology, economic geology, mining geology, paleontology, and construction geology. Because of the location of the college in the southern Rockies, field experience is emphasized in all of the offerings.

I. Communications

Nine (9) credit hours. See page 73 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours. See page 73 for complete list of required courses.

III. Mathematics

Three (3) credit hours minimum (credit hours over three (3) will be applied to the electives category). See page 73 for complete list of required courses.

Suggested Courses

MAT 121	College Algebra: MA1	4
---------	----------------------	---

IV. Social and Behavioral Sciences

Nine (9) credit hours: select one (1) HIS course and two (2) courses out of two (2) categories. See page 73 for complete list of required courses.

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 73 for complete list of required courses.

Suggested Courses

GEY 111	Physical Geology: SC1	4
GEY 121	Historical Geology: SC1	4

VI. Computer Communication

Three (3) credits. See page 73 for complete list of required courses and options to meet this requirement.

Suggested Courses

CSC 120	Problem Solving with (Software Package)	3
---------	---	---

VII. Electives

Eighteen (18) credits selected from the AS approved course list. See page 73 for complete list of approved electives.

Suggested Courses

CHE 111	General College Chemistry I: SC1	5
CHE 112	General College Chemistry II: SC1	5
GEO 111	Physical Geography–Landforms: SC1	4
GEO 112	Physical Geography–Weather & Climate	4

Total Credit Hours 60

Mathematics

Associate of Science Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

An understanding of mathematics is necessary for the study of many disciplines such as psychology, business, biology, computer science, engineering, physics, chemistry, and statistics. Students should consult with advisors to ensure that they study the proper curriculum for their respective discipline.

I. Communications

Nine (9) credit hours. See page 73 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours. See page 73 for complete list of required courses.

III. Mathematics

Three (3) credit hours minimum (credit hours over three (3) will be applied to the electives category). See page 73 for complete list of required courses.

Suggested Courses

MAT 201	Calculus I: MA1	5
---------	-----------------	---

IV. Social and Behavioral Sciences

Nine (9) credit hours: select one (1) HIS course and two (2) courses out of two (2) categories. See page 73 for complete list of required courses.

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 73 for complete list of required courses.

Suggested Courses

PHY 211	Physics: Calculus Based I w/Lab: SC1	5
PHY 212	Physics: Calculus Based II w/Lab: SC1	5

VI. Computer Communication

Three (3) credits. See page 73 for complete list of required courses and options to meet this requirement.

Suggested Courses

CSC 160	Computer Science I: (Language)	4
---------	--------------------------------	---

VII. Electives

Eighteen (18) credits selected from the AS approved course list. See page 73 for complete list of approved electives.

Suggested Courses

MAT 202	Calculus II: MA1	5
MAT 203	Calculus III: MA1	4
MAT 215	Discrete Mathematics: MA1	4
	or	
MAT 265	Differential Equations: MA1	(3)
MAT 255	Linear Algebra: MA1	3

Total Credit Hours 60

Physics

Associate of Science Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 099
- REA 090

Physics is concerned with the nature of energy and matter, space and time. The laws of physics govern everything in the universe from the tiniest bit of matter to the largest star. Physics is a prerequisite to any in-depth study of the sciences and technologies. It leads to careers in engineering, astronomy, astronautics, medical research, geophysics, meteorology, and biophysics. This program provides the necessary background for transfer to a four-year school.

I. Communications

Nine (9) credit hours. See page 73 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours. See page 73 for complete list of required courses.

III. Mathematics

Three (3) credit hours minimum (credit hours over three (3) will be applied to the electives category). See page 73 for complete list of required courses.

Suggested Courses

MAT 201	Calculus I: MA1	5
---------	-----------------	---

IV. Social and Behavioral Sciences

Nine (9) credit hours: select one (1) HIS course and two (2) courses out of two (2) categories. See page 73 for complete list of required courses.

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 73 for complete list of required courses.

Suggested Courses

PHY 211	Physics: Calculus-Based I w/Lab: SC1	5
PHY 212	Physics: Calculus Based II w/Lab: SC1	5

VI. Computer Communication

Three (3) credits. See page 73 for complete list of required courses and options to meet this requirement.

Suggested Courses

CSC 160	Computer Science I: (Language)	4
---------	--------------------------------	---

VII. Electives

Eighteen (18) credits selected from the AS approved course list. See page 73 for complete list of approved electives.

Suggested Courses

CHE 111	General College Chemistry I: SC1	5
CSC 161	Computer Science II: (Language)	4
MAT 202	Calculus II: MA1	5
MAT 203	Calculus III: MA1	4

Total Credit Hours **60**

Pre-Allied Health

Associate of Science Course of Study

Recommended basic skills standards are

- ENG 060
- MAT 090
- REA 090

The degree options are designed for students applying to programs at four-year schools in Colorado for medical technology and physical therapy. These emphasize physiology, anatomy, chemistry, and physics. Either one or two years may be used for transfer credit to other schools. As specific requirements may vary among different schools, students are encouraged to consult catalogs of the colleges to which they plan to apply. Programs should be planned with academic advisors prior to beginning classes. A recommended transfer track for pre-nursing is also available. While not necessarily resulting in an AS degree, the track does offer the equivalent of the course work of the first two years for transfer to four-year nursing schools in Colorado.

I. Communications

Nine (9) credit hours. See page 73 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours. See page 73 for complete list of required courses.

III. Mathematics

Three (3) credit hours minimum (credit hours over three (3) will be applied to the electives category). See page 73 for complete list of required courses.

Suggested Courses

MAT 121	College Algebra: MA1	4
---------	----------------------	---

IV. Social and Behavioral Sciences

Nine (9) credit hours: select one (1) HIS course and two (2) courses out of two (2) categories. See page 73 for complete list of required courses.

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 73 for complete list of required courses.

Suggested Courses

BIO 111	General College Biology I w/Lab: SC1	5
PHY 111	Physics: Algebra Based I w/Lab: SC1	5

VI. Computer Communication

Three (3) credits. See page 73 for complete list of required courses and options to meet this requirement.

Suggested Courses

CSC 120	Problem Solving with (Software Package)	3
---------	---	---

VII. Electives

Eighteen (18) credits selected from the AS approved course list. See page 73 for complete list of approved electives.

Suggested Courses

BIO 201	Human Anatomy & Physiology I: SC1	4
BIO 202	Human Anatomy & Physiology II: SC1	4
BIO 204	Microbiology: SC1	4
CHE 111	General College Chemistry I: SC1	5

Total Credit Hours **60**

Physical Therapy Emphasis

VI. Electives

Twenty-one (21) credits selected from the AS approved course list.

BIO 201	Human Anatomy & Physiology I: SC1	4
BIO 202	Human Anatomy & Physiology II: SC1	4
CHE 111	General College Chemistry I: SC1	5
CSC 120	Problem Solving with (Software Package)	3
Science Elective		3

Total Credit Hours **60**

Pre-Nursing Emphasis

VI. Electives

Twenty-one (21) credits selected from the AS approved course list.

BIO 201	Human Anatomy & Physiology I: SC1	4
BIO 202	Human Anatomy & Physiology II: SC1	4
BIO 204	Microbiology: SC1	4
CSC 120	Problem Solving with (Software Package)	3
Science Elective		1

Total Credit Hours **60**

Pre-Med Professions

Associate of Science Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

Health professions are necessary to provide comprehensive health care to all types of people. This program is designed to meet the needs of students who wish to go into professional health care positions in dentistry, medicine, veterinary medicine, pharmacy, and chiropractic.

I. Communications

Nine (9) credit hours. See page 73 for complete list of required courses.

II. Art and Humanities

Nine (9) credit hours. See page 73 for complete list of required courses.

III. Mathematics

Three (3) credit hours minimum (credit hours over three (3) will be applied to the electives category). See page 73 for complete list of required courses.

Suggested Courses

MAT 201	Calculus I: MA1	5
---------	-----------------	---

IV. Social and Behavioral Sciences

Nine (9) credit hours: select one (1) HIS course and two (2) courses out of two (2) categories. See page 73 for complete list of required courses.

V. Physical and Life Sciences

Eight (8) credit hours: select two (2) courses (credits over eight [8] will be applied to the electives category). See page 73 for complete list of required courses.

Suggested Courses

BIO 111	General College Biology I w/Lab: SC1	5
PHY 111	Physics: Algebra Based I w/Lab: SC1	5

VI. Computer Communication

Three (3) credits. See page 73 for complete list of required courses and options to meet this requirement.

Suggested Courses

CSC 120	Problem Solving with (Software Package)	3
---------	---	---

VII. Electives

Eighteen (18) credits selected from the AS approved course list. See page 73 for complete list of approved electives.

Suggested Courses

CHE 111	General College Chemistry I: SC1	5
CHE 112	General College Chemistry II: SC1	5
PHY 112	Physics: Algebra Based II w/Lab: SC1	5
Science Elective		<u>3</u>

Total Credit Hours**60**

Associate of General Studies Degree (AGS)

The Associate of General Studies degree provides an educational plan for the student to create a personalized program. It allows the blending of both career and technical and transfer courses without the constraints of specialization. Transferability of the AGS depends upon the courses taken and the receiving institution. Courses must not be developmental.

Requirements

- 60 credit hours of course work acceptable toward the degree.
- 30 credits of general education with 15 credits from State-guaranteed courses.
- A cumulative grade point average of 2.0 (a C average).
- At least 15 of these credit hours must be earned from PCC.
- Students consult with an advisor and select 30 semester hours of open electives. Electives may include general education courses and/or career and technical courses.

I. Communications (minimum 3 credit hours)

ENG 121	English Composition I: CO1	3
	or	
ENG 131	Technical Writing I	3

II. Art and Humanities (minimum 3 credit hours)

ART 110	Art Appreciation: AH1	3
ART 111	Art History Ancient to Medieval: AH1	3
ART 112	Art History Renaissance to Modern: AH1	3
ART 113	History of Photography	3
ART 144	Nonsilver Processes	1
DAN 125	History of Dance I: AH1	3
FRE 111,112	French Language I, II	5,5
FRE 211	French Language III: AH4	3
FRE 212	French Language IV: AH4	3
GER 111,112	German Language I, II	5,5
GER 211	German Language III: AH4	3
GER 212	German Language IV: AH4	3
HUM 115	World Mythology: AH2	3
HUM 121	Early Civilizations: AH2	3
HUM 122	From Medieval to Modern: AH2	3
HUM 123	The Modern World: AH2	3
ITA 211	Italian Language III: AH4	3
ITA 212	Italian Language IV: AH4	3
JPN 111,112	Japanese Language I, II	5,5
LIT 115	Introduction to Literature: AH2	3
LIT 125	Study of the Short Story	3
LIT 201	Masterpieces of Literature I: AH2	3
LIT 202	Masterpieces of Literature II: AH2	3
LIT 211	Survey of American Literature I: AH2	3
LIT 212	Survey of American Literature II: AH2	3
LIT 221	Survey of British Literature I: AH2	3
LIT 222	Survey of British Literature II: AH2	3
LIT 268	Celtic Literature: AH2	3
MUS 120	Music Appreciation: AH1	3
MUS 121	Music History I: AH1	3
MUS 122	Music History II: AH1	3
PHI 111	Introduction to Philosophy: AH3	3
PHI 112	Ethics: AH3	3
PHI 113	Logic: AH3	3
PHI 114	Comparative Religions: AH3	3
PHI 214	Philosophy of Religion: AH3	3
RUS 111,112	Russian Language I, II	5,5
SPA 111,112	Spanish Language I, II	5,5

SPA 211	Spanish Language III: AH4	3
SPA 212	Spanish Language IV: AH4	3
THE 105	Introduction to the Theatre Arts: AH1	3
THE 211	Development of Theatre I: AH1	3
THE 212	Development of Theatre II: AH1	3
III. Mathematics (minimum 3 credit hours)		
MAT 107	Career Mathematics	3
MAT 108	Technical Mathematics	4
MAT 112	Financial Mathematics	3
MAT 121	College Algebra: MA1	4
MAT 123	Finite Mathematics: MA1	3
MAT 125	Survey of Calculus: MA1	4
MAT 135	Introduction to Statistics: MA1	3
MAT 120	Mathematics for Liberal Arts: MA1	4
MAT 201	Calculus I: MA1	5
MAT 202	Calculus II: MA1	5
IV. Social and Behavioral Sciences (minimum 3 credit hours)		
ANT 101	Cultural Anthropology: SS3	3
ANT 107	Introduction to Archaeology: SS3	3
ANT 111	Physical Anthropology: SS3	3
COM 115	Public Speaking	3
COM 125	Interpersonal Communication	3
COM 217	Group Communication	3
COM 225	Organizational Communication	3
ECO 201	Principles of Macroeconomics: SS1	3
ECO 202	Principles of Microeconomics: SS1	3
FIN 106	Consumer Economics	3
GEO 105	World Regional Geography: SS2	3
GEO 106	Human Geography: SS2	3
GEO 111	Physical Geography—Landforms: SC1	4
GEO 112	Physical Geography—Weather & Climate	4
HIS 101	Western Civilization: Antiquity—1650: HI1	3
HIS 102	Western Civilization: 1650—Present: HI1	3
HIS 111	The World: Antiquity—1650: HI1	3
HIS 112	The World: 1650—Present: HI1	3
HIS 201	U.S. History to Reconstruction: HI1	3
HIS 202	U.S. History since Civil War: HI1	3
HIS 208	American Indian History: HI1	3
HIS 225	Colorado History: HI1	3
HIS 236	U.S. History Since 1945: HI1	3
HIS 244	History of Latin America: HI1	3
HIS 247	20th Century World History: HI1	3
HIS 249	History of Islamic Civilization: HI1	3
HIS 255	The Middle Ages: HI1	3
HIS 260	U.S. Foreign Relations History: HI1	3
JOU 105	Introduction to Mass Media: SS3	3
POS 105	Introduction to Political Science: SS1	3
POS 111	American Government: SS1	3
POS 125	American State & Local Government	3
POS 205	International Relations: SS1	3
PSY 101	General Psychology I: SS3	3
PSY 102	General Psychology II: SS3	3
PSY 105	Psychology of Workplace Relationships	3
PSY 106	Human Relations	3
PSY 112	Psychology of Adjustment	3
PSY 226	Social Psychology: SS3	3
SOC 100	Principles of Practical Sociology	3
SOC 101	Introduction to Sociology I: SS3	3
SOC 102	Introduction to Sociology II: SS3	3
SOC 205	Sociology of Family Dynamics: SS3	3
SOC 215	Contemporary Social Problems: SS3	3
SOC 218	Sociology of Diversity	3
SOC 231	The Sociology of Deviant Behavior: SS3	3

V. Physical and Life Sciences (minimum 3 credit hours)

AST 101	Astronomy I: SC1	4
AST 102	Astronomy II: SC1	4
BIO 105	Science of Biology: SC1	4
BIO 111	General College Biology I w/Lab: SC1	5
BIO 112	General College Biology II w/Lab: SC1	5
BIO 201	Human Anatomy & Physiology I: SC1	4
BIO 202	Human Anatomy & Physiology II: SC1	4
CHE 101	Introduction to Chemistry I: SC1	5
CHE 102	Introduction to Chemistry II: SC1	5
CHE 111	General College Chemistry I: SC1	5
CHE 112	General College Chemistry II: SC1	5
GEY 135	Environmental Geology	3
GEY 111	Physical Geology: SC1	4
GEY 121	Historical Geology: SC1	4
HWE 100	Human Nutrition	3
PHY 111	Physics: Algebra Based I w/Lab: SC1	5
PHY 112	Physics: Algebra Based II w/Lab: SC1	5
PHY 211	Physics: Calculus Based I w/Lab: SC1	5
PHY 212	Physics: Calculus Based II w/Lab: SC1	5

Additional General Education Electives

BUS 115	Introduction to Business	3
CIS 115	Introduction to Computer Information Systems	3
CIS 118	Introduction to PC Applications	3
CSC 105	Computer Literacy	3
ENG 122	English Composition II: CO2	3
MAT 112	Financial Mathematics	3
Electives (30 credit hours)		

These may include courses from general education courses, AA or AS electives, and/or career and technical courses. The selected courses must not be developmental.

Associate of General Studies Courses of Study

Natural Resource Management

Associate of General Studies Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

This Course of Study offers the student the basic two years of coursework for a Natural Resource or Wildlife Biology major. Because these majors vary at the university level, it is important that the student coordinate courses with the four year institution to which they plan to transfer.

Communications

COM 115	Public Speaking	3
ENG 121	English Composition I: CO1	3
ENG 122	English Composition II: CO2	3

Art and Humanities

Choose nine (9) credit hours from AA or AS approved courses		
Mathematics		
MAT 121	College Algebra: MA1	4

Social and Behavioral Sciences

ECO 202	Principles of Microeconomics: SS1	3
Choose six (6) credit hours from AA or AS approved courses		

Physical and Life Sciences

BIO 111	General College Biology I w/Lab: SC1	5
BIO 148	Basic Ecology	4
CHE 101	Introduction to Chemistry I: SC1	5

General Education

CSC 105	Computer Literacy	3
or		
CSC 120	Problem Solving with (Software Package)	(3)
Electives Choose twelve (12) credit hours from following list		

Total Credit Hours **60**

Natural Resource Management Electives

AGY 240	Introduction to Soil Science	4
BIO 150	Animal Biology	4
BIO 154	Biology of Plants	4
GEY 111	Physical Geology: SC1	4
NRE 100	Foundation of Forestry	3
NRE 205	Wildlife & Fisheries Principles	3
NRE 204	Range Management & Restoration	4
NRE 211	Environmental Policies & Economics	3
NRE 212	Ecosystem Management	3

Associate of Applied Science Degree (AAS) and Certificates of Achievement

The two-year AAS degree provides career skills to enable students to enter the job market after graduation, retrain in a new career, or upgrade employment skills. Occupational courses are designed to meet these needs instead of transferring to four-year institutions; however, many four-year institutions accept some of these courses. Check with the other college or university if planning to transfer these courses.

Occupational training is available in fewer than two years through our certificate programs. Certificates of Achievement are awarded for several types of training outlined in the next section of this catalog. Certificate programs vary in length from one to three academic terms.

AAS Requirements

1. A minimum of 60 credit hours in a prescribed program of study with a cumulative grade point average of 2.0 (a C average). At least 15 of these credit hours must be earned from PPCC. See specific degree program for additional requirements.
2. A minimum of 15 credit hours (of the 60 total) of general education courses from list will be chosen by the faculty for specific degrees.
3. Degree is intended to prepare students to enter skilled and/or paraprofessional occupations and is not intended for transfer toward a baccalaureate degree; however, some courses may transfer to some institutions. Academic advisors should be consulted for further information.
4. Courses used as electives in meeting degree requirements and taken in addition to those courses specified in a particular program are not accepted toward this degree without approval of the chief instructional officer. Approval is given only when it is appropriate to the educational objectives of a student.
5. A maximum of four (4) credit hours in any combination of PED activity courses.
6. Specific degree requirements are listed with each program in the next section of this catalog.
7. Courses numbered below 100 normally may not apply toward degrees.

Certificates of Achievement Requirements

1. Satisfactory completion of a prescribed program of study with a cumulative grade point average of 2.0 (a C average).
2. A minimum of six (6) credit hours in the area of specialization earned from PPCC for programs requiring six (6) hours or more.
3. Courses numbered below 100 normally may not apply toward certificate.

General Education Electives for AAS Degrees and Certificates

These courses are approved as meeting the general education electives requirements for the AAS degree.

I. Communication

COM 115	Public Speaking	3
COM 125	Interpersonal Communication	3
COM 217	Group Communication	3
COM 225	Organizational Communication	3
ENG 115	Technical English & Communication	3
ENG 121	English Composition I: CO1	3
ENG 122	English Composition II: CO2	3
ENG 131, 132	Technical Writing I, II	3,3

II. Art and Humanities

ARA 111	Arabic Language I	5
ART 110	Art Appreciation: AH1	3
ART 111	Art History Ancient to Medieval: AH1	3
ART 112	Art History Renaissance to Modern: AH1	3
ART 113	History of Photography	3
ART 144	Nonsilver Processes	1
ASL 121, 122	American Sign Language I, II	5,5
DAN 125	History of Dance I: AH1	3
FRE 101	Conversational French	3
FRE 111, 112	French Language I, II	5,5
FRE 211	French Language III: AH4	3
FRE 212	French Language IV: AH4	3
GER 111, 112	German Language I, II	5,5
GER 211	German Language III: AH4	3
GER 212	German Language IV: AH4	3
HUM 103	Introduction to Film Art	3
HUM 115	World Mythology: AH2	3
HUM 121	Early Civilizations: AH2	3
HUM 122	From Medieval to Modern: AH2	3
HUM 123	The Modern World: AH2	3
ITA 111, 112	Italian Language I, II	5,5
ITA 211	Italian Language III: AH4	3
ITA 212	Italian Language IV: AH4	3
JPN 101	Conversational Japanese I	3
JPN 111, 112	Japanese Language I, II	5,5
JPN 211	Japanese Language III: AH4	3
JPN 212	Japanese Language IV: AH4	3
LIT 115	Introduction to Literature: AH2	3
LIT 125	Study of the Short Story	3
LIT 201	Masterpieces of Literature I: AH2	3
LIT 202	Masterpieces of Literature II: AH2	3
LIT 205	Ethnic Literature: AH2	3
LIT 211	Survey of American Literature I: AH2	3
LIT 212	Survey of American Literature II: AH2	3
LIT 221	Survey of British Literature I: AH2	3
LIT 222	Survey of British Literature II: AH2	3
LIT 268	Celtic Literature: AH2	3
MUS 100	Fundamentals of Music	3
MUS 105	Introduction to Electronic/Computer Music	3
MUS 120	Music Appreciation: AH1	3
MUS 121	Music History I: AH1	3
MUS 122	Music History II: AH1	3
PHI 111	Introduction to Philosophy: AH3	3
PHI 112	Ethics: AH3	3
PHI 113	Logic: AH3	3
PHI 114	Comparative Religions: AH3	3
PHI 214	Philosophy of Religion: AH3	3
RUS 111, 112	Russian Language I, II	5,5
RUS 211	Russian Language III: AH4	3
RUS 212	Russian Language IV: AH4	3
SPA 101, 102	Conversational Spanish I, II	3,3
SPA 109	Spanish for Travelers	2
SPA 111, 112	Spanish Language I, II	5,5
SPA 115	Spanish for the Professional I	3
SPA 211	Spanish Language III: AH4	3
SPA 212	Spanish Language IV: AH4	3
THE 105	Introduction to Theatre Arts: AH1	3

III. Mathematics and Physical and Life Sciences

AST 101	Astronomy I: SC1	4
AST 102	Astronomy II: SC1	4
BIO 105	Science of Biology: SC1	4
BIO 106	Basic Anatomy & Physiology	4
BIO 111	General College Biology I w/Lab: SC1	5
BIO 112	General College Biology II w/Lab: SC1	5
BIO 148	Basic Ecology	4
BIO 201	Human Anatomy & Physiology I: SC1	4
BIO 202	Human Anatomy & Physiology II: SC1	4
BIO 204	Microbiology: SC1	4
CHE 101	Introduction to Chemistry I: SC1	5
CHE 102	Introduction to Chemistry II: SC1	5
CHE 111	General College Chemistry I: SC1	5
CHE 112	General College Chemistry II: SC1	5
ENV 101	Introduction to Environmental Science: SC1	4
GEY 111	Physical Geology: SC1	4
GEY 121	Historical Geology: SC1	4
GEY 135	Environmental Geology	3
HWE 100	Human Nutrition	3
HWE 103	Community First Aid & CPR	1
MAT 103	Math for Clinical Calculations	3
MAT 107	Career Math	3
MAT 108	Technical Mathematics	4
MAT 109	Geometry	3
MAT 111	Technology Lab for Algebra	1
MAT 112	Financial Mathematics	3
MAT 121	College Algebra: MA1	4
MAT 135	Introduction to Statistics: MA1	3
MAT 155	Integrated Mathematics I: MA1	3
MAT 156	Integrated Mathematics II: MA1	3
PHY 101	Basic Physics	4
PHY 111	Physics: Algebra Based I w/Lab: SC1	5
PHY 112	Physics: Algebra Based II w/Lab: SC1	5

IV. Social and Behavioral Sciences

ANT 101	Cultural Anthropology: SS3	3
ANT 107	Introduction to Archaeology: SS3	3
ANT 111	Physical Anthropology: SS3	3
ANT 215	Indians of North America	3
ANT 221, 222	Exploring Other Cultures I, II	3,3
ANT 225	Anthropology of Religion	3
ECO 201	Principles of Macroeconomics: SS1	3
ECO 202	Principles of Microeconomics: SS1	3
GEO 105	World Regional Geography: SS2	3
GEO 106	Human Geography: SS2	3
GEO 111	Physical Geography–Landforms: SC1	4
HIS 101	Western Civilization: Antiquity–1650: HI1	3
HIS 102	Western Civilization: 1650–Present: HI1	3
HIS 111	The World: Antiquity–1650: HI1	3
HIS 112	The World: 1650–Present: HI1	3
HIS 201	U.S. History to Reconstruction: HI1	3
HIS 202	U.S. History since Civil War: HI1	3
HIS 208	American Indian History: HI1	3
HIS 225	Colorado History: HI1	3
HIS 249	History of Islamic Civilization: HI1	3
HIS 255	The Middle Ages: HI1	3
HIS 260	U.S. Foreign Relations History: HI1	3
HIS 236	U.S. History Since 1945: HI1	3
HIS 247	20th Century World History: HI1	3
JOU 105	Introduction to Mass Media: SS3	3
POS 105	Introduction to Political Science: SS1	3
POS 111	American Government: SS1	3
POS 125	American State & Local Government	3
POS 205	International Relations: SS1	3
POS 215	Current Political Issues	3
PSY 100	Psychology of Workplace Relationships	3

PSY 101	General Psychology I: SS3	3	BUS 115	Introduction to Business	3
PSY 102	General Psychology II: SS3	3	BUS 216	Legal Environment of Business	3
PSY 106	Human Relations	3	BUS 217	Business Communications & Report Writing	<u>3</u>
PSY 112	Psychology of Adjustment	3			36
PSY 235	Human Growth & Development: SS3	3	Total Credit Hours		60-61
SOC 100	Principles of Practical Sociology	3	Other Electives		
SOC 101	Introduction to Sociology I: SS3	3	Choose 9-10 hours from the following courses		
SOC 102	Introduction to Sociology II: SS3	3	ACC 212	Intermediate Accounting II	4
SOC 205	Sociology of Family Dynamics: SS3	3	ACC 216	Governmental & not-for-profit Accounting	3
SOC 218	Sociology of Diversity	3	ACC 287	Cooperative Education	3
SOC 223	Chicanos in a Changing Society	3	BUS 226	Business Statistics	3
SOC 231	The Sociology of Deviant Behavior: SS3	3	CIS 135	Complete PC Word Processing	3
Other General Electives			CWB 221	Technology Foundations for E-Commerce	3
BUS 115	Introduction to Business	3	ECO 202	Principles of Microeconomics: SS1	3
CIS 115	Introduction to Computer Information Systems	3	FIN 201	Principles of Finance	3
CIS 118	Introduction to PC Applications	3	MAN 226	Principles of Management	3
PER 128	Introduction to Recreation	2	MAR 216	Principles of Marketing	3

Associate of Applied Sciences Degree Programs and Certificates

Accounting

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 060
- REA 090

Graduates of this program are prepared to enter an accounting career. Accountants work for business, industry, and various governmental agencies.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Courses

CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
COM 115	Public Speaking	3
ECO 201	Principles of Macroeconomics: SS1	3
ENG 121	English Composition I: CO1	3
or		
ENG 131	Technical Writing I	(3)
MAT 112	Financial Mathematics	<u>3</u>
		15

Other Course Requirements

ACC 115	Payroll Accounting	3
ACC 121	Accounting Principles I	4
ACC 122	Accounting Principles II	4
ACC 125	Computerized Accounting	3
ACC 131	Income Tax	3
ACC 135	Spreadsheet Applications for Accounting	3
or		
CIS 155	PC Spreadsheet Concepts	(3)
ACC 211	Intermediate Accounting I	4
ACC 226	Cost Accounting	3

Certificate

The accounting certificate program is designed to allow students to become proficient in using the computer for basic bookkeeping and spreadsheet applications. Students will also be prepared to accomplish normal office procedures.

Required Courses

ACC 115	Payroll Accounting	3
ACC 121	Accounting Principles I	4
ACC 122	Accounting Principles II	4
ACC 125	Computerized Accounting	3
ACC 135	Spreadsheet Applications for Accounting	3
or		
CIS 155	PC Spreadsheet Concepts	(3)
BUS 115	Introduction to Business	3
CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
MAT 112	Financial Mathematics	3
Elective	Choose three to four (3-4)	<u>3-4</u>

Total Credit Hours

29-30

Electives

Choose 3-4 hours from the following courses		
ACC 131	Income Tax	3
BTE 100	Computer Keyboarding	1
BTE 108	Ten-Key by Touch	1
BUS 217	Business Communication & Report Writing	3
CIS 135	Complete PC Word Processing	3
COM 115	Public Speaking	3
ENG 121	English Composition I: CO1	3
or		
ENG 131	Technical Writing I	(3)
FIN 106	Consumer Economics	3
MAN 116	Principles of Supervision	3

Allied Health

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

This degree program is intended to introduce students to a variety of potential career paths in allied health. Students will complete certifications in several areas including: CNA, Phlebotomy & EMT-Basic. Students are given the opportunity to progress to higher levels of study in multiple medical fields.

General Education Courses

CIS 118	Introduction to PC Applications	3
	or	
CSC 105	Computer Literacy	(3)
COM 125	Interpersonal Communication	3
	or	
COM 225	Organizational Communication	(3)
ENG 121	English Composition	3
	or	
ENG 131	Technical Writing I	(3)
MAT 107	Career Math	3
PSY 101	General Psychology I: SS3	3
SPA 115	Spanish for the Professional I: Medical	3
		<u>18</u>

Other Course Requirements

EMS 125	EMT Basic	9
EMS 170	EMT Basic Clinical	1
HPR 101	Customer Service in Healthcare	2
HPR 102	CPR for Professionals	0.5
HPR 112	Phlebotomy	4
HPR 113	Advanced Phlebotomy	4
HPR 140	Orientation to Health Careers (Leadership)	6
HPR 178	Medical Terminology	2
HPR 208	Advanced Medical Terminology	2
MOT 125	Basic Medical Sciences I	3
MOT 133	Basic Medical Sciences II	3
MOT 135	Basic Medical Sciences III	3
NUA 101	Certified Nurse Aide Health Care Skills	4
NUA 170	Nurse Assistant Clinical Experience	1
NUA 171	Advanced Nurse Aide Clinical	1
		<u>45.5</u>

Total Credit Hours 63.5

Architecture & Construction Technology

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

This program prepares students to be technical assistants in architectural or construction firms or to be building product representatives assisting architects, engineers, contractors, manufacturers, and other professionals connected with the building industry.

All students should schedule appointments with Architectural and Construction Technology program advisors before enrolling in class.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Courses

CIS 118	Introduction to PC Applications	3
	or	
CSC 105	Computer Literacy	(3)
ENG 121	English Composition I: CO1	3
	or	
ENG 131	Technical Writing I	(3)
MAT 107	Career Math	3
	or	
MAT 121	College Algebra: MA1	(4)
PSY 100	Psychology of Workplace Relationships	3
	or	
PSY 101	General Psychology I: SS3	(3)
HIS 101	Western Civilization: Antiquity-1650: HI1	3
	or	
ART 110	Art Appreciation: AH1	(3)
	or	
MUS 120	Music Appreciation: AH1	<u>(3)</u>
		15

Course requirements for all emphasis areas

AEC 218	Sustainable Building Systems	3
ARC 101	Introduction to Architectural Drawing	5
ARC 102	Residential Architecture	5
ARC 104	Architectural Drawing Theory	4
ARC 105	Architectural Building Materials I	2
ARC 111	Architectural Technology Theory	2
ARC 114	Building Service Systems I	2
ARC 117	Presentation Drawings & Models	3
ARC 223	Introduction to Building Codes	3
ARC 224	Construction Contracts & Management	3
CAD 121	Intermediate CAD II	<u>3</u>
		35

Emphasis Areas

Architectural

Students choosing this option are trained to be paraprofessionals in architectural, engineering, and construction offices with primary skills of architectural drawing and construction assembly technology.

ARC 201	Architectural Drawing III	5
ARC 202	Architectural Drawing IV	5
ARC 208	Architectural Building Materials II	3
ARC 211	Building Service Systems II	2
ARC 227	Architectural Structures	5
CAD 224	Revit	<u>3</u>
		23

Total Hours for Architectural Degree Emphasis 73

Construction

Students choosing this option will primarily work for a construction company in an administrative capacity doing estimating, scheduling, project management, construction assembly technology, and job-site problem solving.

AEC 220	Surveying	3
AEC 226	Construction Scheduling	3
ARC 208	Architectural Building Materials II	3
ARC 211	Building Service Systems II	2
ARC 222	Estimating & Print Reading	5
ARC 227	Architectural Structures	<u>5</u>
		21

Total Hours for Construction Degree Emphasis 71

Product Representative

Students choosing this business-oriented option will learn basic selling and marketing techniques. Other items covered include estimating, bid submittals, and furnishing technical information to professionals in the building industry.

ARC 208	Architectural Building Materials II	3
ARC 211	Building Service Systems II	2
ARC 222	Estimating & Print Reading	5
BUS 115	Introduction to Business	3
BUS 216	Legal Environment of Business	3
BUS 217	Business Communication & Report Writing	3
MAR 111	Principles of Sales	3
MAR 216	Principles of Marketing	3
		<u>3</u>
		25

Total Hours for Product Rep. Degree Emphasis **75**

Certificates

Basic Drafting

ARC 101	Introduction to Architectural Drawing	5
ARC 104	Architectural Drawing Theory	4
		<u>4</u>
		9

CAD Professional Upgrade

CAD 121	Intermediate CAD II	3
CAD 224	Revit	3
		<u>3</u>
		6

Construction Professional Upgrade

AEC 220	Surveying	3
AEC 226	Construction Scheduling	3
ARC 222	Estimating & Print Reading	5
		<u>5</u>
		11

Intermediate Drafting

ARC 101	Introduction to Architectural Drawing	5
ARC 102	Residential Architecture	5
ARC 104	Architectural Drawing Theory	4
CAD 121	Intermediate CAD II	3
		<u>3</u>
		17

Automotive Collision Technology

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 060
- MAT 030
- REA 090

This program prepares students to enter into, or upgrade skills in, auto collision repair. Students have the opportunity to develop skills in non-structural metal repair, structural repair, and all aspects of refinishing. Students who complete a certificate program are prepared to enter into a specific area of the collision repair industry. The degree program provides students with a broader background and training in all areas of auto collision repair. Students completing either a degree or certificate program should have little difficulty in finding employment. The program utilizes late-model vehicles for training purposes and is certified by the National Institute for Automotive Service Excellence (ASE).

Students must provide their own work clothes and hand tools. A complete set of collision repair tools should be purchased before job entry.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Additionally, students should work with a program faculty advisor to ensure that they are taking the correct classes for their program.

General Education Courses

CIS 118	Introduction to PC Applications	3
COM 225	Organizational Communication	3
MAT 107	Career Math	3
	General Education Electives from approved list on page 81	6
		<u>6</u>
		15

Automotive Collision Technology Courses

ACT 101	Intro to Auto Collision Technology	4
ACT 111	Metal Welding & Cutting I	3
ACT 121	Non-Structural Repair Preparation	3
ACT 122	Panel Repair & Replacements	3
ACT 123	Metal Finishing & Body Filling	3
ACT 131	Structural Damage Diagnosis	3
ACT 132	Structural Damage Repair	3
ACT 142	Surface Preparation I	2
ACT 143	Spray Equipment Operation	2
ACT 144	Refinishing I	2
ACT 151	Plastics & Adhesives I	1
ACT 180	Automotive Collision Repair Internship Level I	4
ACT 181	Automotive Collision Repair Level II Internship	4
ACT 211	Metal Welding & Cutting II	2
ACT 221	Movable Glass & Hardware	2
ACT 231	Advanced Structural Damage Diagnosis & Repair	3
ACT 232	Fixed Glass	2
ACT 241	Paint Defects – Causes & Cures	3
ACT 242	Surface Preparation II	2
ACT 243	Refinishing II	2
ACT 244	Final Detail	2
ACT 251	Plastics & Adhesives II	1
		<u>1</u>
		56

Total Credit Hours **71**

Certificates

Automotive Plastics Repair Technician

ACT 101	Intro to Automotive Collision Technology	4
ACT 121	Non-Structural Repair Preparation	3
ACT 151	Plastics & Adhesives I	1
ACT 242	Surface Preparation II	2
ACT 243	Refinishing II	2
ACT 251	Plastics & Adhesives II	1
		<u>1</u>
		13

Total Credit Hours **13**

Non-Structural Repair Technician

ACT 101	Intro to Auto Collision Technology	4
ACT 111	Metal Welding & Cutting I	3
ACT 121	Non-Structural Repair Preparation	3
ACT 122	Panel Repair & Replacements	3
ACT 123	Metal Finishing & Body Filling	3
ACT 180	Automotive Collision Repair Internship Level I	4
ACT 211	Metal Welding & Cutting II	2
ACT 221	Movable Glass & Hardware	2
		<u>2</u>
		24

Total Credit Hours **24**

Refinish Prep Technician

ACT 101	Intro to Automotive Collision Technology	4
ACT 142	Surface Preparation I	2
ACT 143	Spray Equipment Operation	2
ACT 144	Refinishing I	2
ACT 244	Final Detail	2

Total Credit Hours 12

Refinish Technician

ACT 181	Auto Collision Repair Level II Internship	4
ACT 241	Paint Defects – Causes & Cures	3
ACT 242	Surface Preparation II	2
ACT 243	Refinishing II	2

Total Credit Hours 11

R & I Technician

ACT 101	Introduction to Auto Collision Technology	4
ACT 121	Non-Structural Repair Preparation	3
ACT 221	Movable Glass & Hardware	2

Total Credit Hours 9

Structural Repair Technician

ACT 131	Structural Damage Diagnosis	3
ACT 132	Structural Damage Repair	3
ACT 231	Advanced Structural Damage Diagnosis & Repair	3
ACT 232	Fixed Glass	2

Total Credit Hours 11

Automotive Technology

Associate of Applied Science Degree

Recommended basic skills standards are:

- AAA 090
- ENG 060
- MAT 030
- REA 090

The Automotive and Diesel Technology programs lead to an interesting and challenging career in the repair, service, sales, and supply fields. Three degrees are offered in this program: Automotive Technology, Diesel Technology, and Automotive Technology with a Diesel emphasis. The Automotive Technology Degree has a specific focus on automotive service and repair. The Diesel Technology Degree has a specific focus on the repair and service of heavy duty diesel powered vehicles. The Automotive Technology/Diesel emphasis focus is on light duty diesel powered vehicles. i.e.; automotive diesel and light trucks. Students also have the option to pursue a variety of automotive and diesel certificates. Students also have the option to pursue a Motorsports Certificate. Motorsports courses are offered on a limited basis at this time during the summer semester only.

Students entering this program should exhibit the following qualities: mechanical aptitude, ability to read and follow detailed instructions, enjoy precision work and problem solving.

Students are required to provide appropriate work clothing, safety glasses, and a basic set of hand tools. (See automotive program advisors for specifics)

General Education Courses

CIS 118	Introduction to PC Applications	3
COM 225	Organizational Communication	3
MAT 107	Career Math	3
General Education Electives from approved list on page 81		6

15

*Elective hours must meet general education requirements. See list of approved general education courses. Students must consult with advisors for selection of elective courses to enhance their employability.

Automotive Technology

ASE 102	Introduction to the Automotive Shop	2
ASE 110	Brakes I	3
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 130	General Engine Diagnosis	2
ASE 132	Ignition System Diagnosis & Repair	2
ASE 134	Automotive Emissions	2
ASE 140	Suspension & Steering I	3
ASE 150	Automotive U-joint & Axle Shaft Service	2
ASE 151	Automotive Manual Transmission/Transaxles & Clutches	2
ASE 152	Differentials & 4WD/AWD Service	2
ASE 160	Automotive Engine Removal & Installation	1
ASE 161	Engine, Disassembly, Diagnosis & Assembly	5
ASE 210	Brakes II	3
ASE 221	Auto/Diesel Body Electrical	4
ASE 231	Auto/Diesel Computers	2
ASE 233	Fuel Injection & Exhaust Systems	4
ASE 235	Driveability Diagnosis	1
ASE 240	Suspension & Steering II	3
ASE 265	Heating & Air Conditioning	5
ASE 250	Automatic Transmission/Transaxle Service	1

Total Hours for Automotive Technology Degree Emphasis 68

Automotive Technology/Diesel

ASE 110	Brakes I	3
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 132	Ignition System Diagnosis & Repair	2
ASE 140	Suspension & Steering I	3
ASE 151	Automotive Manual Transmission/Transaxles & Clutches	2
ASE 161	Engine, Disassembly, Diagnosis & Assembly	5
ASE 210	Brakes II	3
ASE 231	Auto/Diesel Computers	2
ASE 233	Fuel Injection & Exhaust Systems	4
ASE 240	Suspension & Steering II	3
ASE 265	Heating & Air Conditioning	5
DPM 100	Introduction to Diesel Mechanics	2
DPM 101	Diesel Shop Orientation	2
DPM 103	Diesel Engines I	4
DPM 106	Fuel Injection	3
DPM 107	Fundamentals of Four-Wheel & Front-Wheel Drive	4
DPM 203	Diesel Engines II	4
DPM 210	Air Induction & Engine Analysis	1
DPM 222	H/D Lighting & Instrumentation	4

Total Hours for Automotive Technology/Diesel Degree Emphasis 75

Diesel Technology

Associate of Applied Science Degree

Recommended basic skills standards are:

- AAA 090
- ENG 060
- MAT 060
- REA 090

This program prepares students for entry level positions in the field of heavy duty diesel vehicle repair and parts supply. Areas of emphasis are engine repair, fuel supply and management, suspension and brakes, hydraulic systems operation, and lighting and instrumentation. The program provides students with a broad foundation in the diesel repair field employers are looking for.

Students entering this program should exhibit the following qualities: mechanical aptitude, ability to read and follow instructions as outlined in service repair manuals, and enjoy precision work and problem solving. Students must provide appropriate work clothing, safety glasses, and a basic set of hand tools. Please meet with your advisor to get the required hand tool list.

Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Courses

CIS 118	Introduction to PC Applications	3
COM 225	Organizational Communication	3
MAT 107	Career Math	3
General Education Electives from approved list on page 81		<u>6</u>
		15

Other Course Requirements

ASE 265	Heating & Air Conditioning	5
DPM 100	Introduction to Diesel Mechanics	2
DPM 101	Diesel Shop Orientation	2
DPM 103	Diesel Engines I	4
DPM 105	Heavy Duty Powertrains I	3
DPM 106	Diesel Fuel Systems	3
DPM 121	Hydraulic Systems I	3
DPM 122	Hydraulic Systems II	3
DPM 140	H/D Steering & Suspension I	3
DPM 203	Diesel Engines II	4
DPM 205	Heavy Duty Powertrains II	3
DPM 206	Heavy Duty Brake Systems I	3
DPM 207	Heavy Duty Brake Systems II	3
DPM 210	Diesel Air Induction	1
DPM 222	H/D Lighting & Instrumentation	4
DPM 240	H/D Steering & Suspension II	<u>3</u>
		49

Total Credit Hours **64**

Certificates

Air Conditioning & Heating

ASE 102	Introduction to the Automotive Shop	2
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 265	Heating & Air Conditioning	<u>5</u>

Total Credit Hours **11**

Automotive Brakes

ASE 102	Introduction to the Automotive Shop	2
ASE 110	Brakes I	3
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 210	Brakes II	<u>3</u>

Total Credit Hours **12**

Automotive Electricity

ASE 102	Introduction to the Automotive Shop	2
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 220	Specialized Electronics Training	2
ASE 221	Auto/Diesel Body Electrical	4
ASE 231	Auto/Diesel Computers	<u>2</u>

Total Credit Hours **14**

Automotive Parts

Pending State Approval

ASE 102	Introduction to the Auto Shop	2
ASE 110	Brakes I	3
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 132	Ignition System Diagnosis & Repair	2
ASE 134	Automotive Emissions	2
ASE 140	Suspension & Steering I	3
ASE 150	Automotive U-Joint & Axle Shaft Service	2
ASE 151	Manual Transmission/Transaxles & Clutches	2
ASE 152	Differentials & 4WD/AWD Service	2
ASE 160	Automotive Engine Removal & Installation	1
ASE 161	Engine, Disassembly, Diagnosis & Assembly	5
ASE 201	Parts Management	1
ASE 210	Brakes II	3
ASE 221	Auto/Diesel Body Electrical	4
ASE 231	Auto/Diesel Computers	2
ASE 233	Fuel Injection & Exhaust	4
ASE 240	Suspension & Steering II	3
ASE 265	Heating & Air Conditioning	<u>5</u>

Total Credit Hours **50**

Automotive Technology

ASE 102	Introduction to the Automotive Shop	2
ASE 110	Brakes I	3
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 132	Ignition System Diagnosis & Repair	2
ASE 134	Automotive Emissions	2
ASE 140	Suspension & Steering I	3
ASE 150	Automotive U-joint & Axle Shaft Service	2
ASE 151	Automotive Manual Transmission/Transaxles & Clutches	2
ASE 152	Differentials & 4WD/AWD Service	2
ASE 160	Automotive Engine Removal & Installation	1
ASE 161	Engine, Disassembly, Diagnosis & Assembly	5
ASE 210	Brakes II	3
ASE 220	Specialized Electronics Training	2
ASE 221	Auto/Diesel Body Electrical	4
ASE 231	Auto/Diesel Computers	2
ASE 233	Fuel Injection & Exhaust Systems	4
ASE 240	Suspension & Steering II	3
ASE 265	Heating & Air Conditioning	<u>5</u>

Total Credit Hours **51**

Automatic Transmissions

ASE 102	Introduction to the Automotive Shop	2
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 250	Automatic Transmission/Transaxle Service	1
ASE 251	Automatic Transmission/Transaxle Diagnosis & Assemblies	5
Total Credit Hours		12

Diesel Engine Performance

DPM 100	Introduction to Diesel Mechanics	2
DPM 101	Diesel Shop Orientation	2
DPM 106	Fuel Injection	3
DPM 210	Air Induction & Engine Analysis	1
DPM 222	H/D Lighting & Instrumentation	4
Total Credit Hours		12

Diesel Engine Repair

ASE 160	Engine Removal & Installation	1
DPM 100	Introduction to Diesel Mechanics	2
DPM 101	Diesel Shop Orientation	2
DPM 103	Diesel Engines I	4
DPM 203	Diesel Engines II	4
Total Credit Hours		13

Diesel Fuel Injection

ASE 120	Basic Automotive Electricity	2
DPM 100	Introduction to Diesel Mechanics	2
DPM 101	Diesel Shop Orientation	2
DPM 106	Fuel Injection	3
Total Credit Hours		9

Engine Performance

ASE 102	Introduction to the Automotive Shop	2
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 130	General Engine Diagnosis	2
ASE 132	Ignition System Diagnosis & Repair	2
ASE 134	Automotive Emissions	2
ASE 160	Automotive Engine Removal & Installation	1
ASE 161	Engine, Disassembly, Diagnosis & Assembly	5
ASE 220	Specialized Electronics Training	2
ASE 221	Auto/Diesel Body Electrical	4
ASE 231	Auto/Diesel Computers	2
ASE 233	Fuel Injection & Exhaust Systems	4
ASE 235	Driveability Diagnosis	1
Total Credit Hours		31

Gasoline Engine Repair

ASE 102	Introduction to the Automotive Shop	2
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 160	Automotive Engine Removal & Installation	1
ASE 161	Engine, Disassembly, Diagnosis & Assembly	5
Total Credit Hours		12

Manual Drivetrain

ASE 102	Introduction to the Automotive Shop	2
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 150	Automotive U-joint & Axle Shaft Service	2
ASE 151	Automotive Manual Transmission/Transaxles & Clutches	2
ASE 152	Differentials & 4WD/AWD Service	2
Total Credit Hours		12

Motorsports Technology

ACT 111	Metal Welding & Cutting I	3
ACT 161	Automotive Graphics & Design	3
AUT 105	Introduction to Motorsports Technology	2
AUT 108	Racing Vehicle Systems	2
AUT 109	Suspension & Chassis Design	2
AUT 110	High Performance Suspension & Chassis Setup	4
AUT 116	High Performance Brake Systems	2
AUT 118	High Performance Power Trains	2
AUT 119	High Performance Electrical & Fuel Systems	2
AUT 127	High Performance Lubrication & Cooling Systems	2
AUT 128	High Performance Engine Design, Blueprinting & Testing	4
AUT 136	Introduction to Racecar Body Fabrication	2
AUT 137	Introduction to Racecar Chassis Fabrication	2
Total Credit Hours		32

Suspension and Steering

ASE 102	Introduction to the Automotive Shop	2
ASE 120	Basic Automotive Electricity	2
ASE 123	Battery, Starting, & Charging	2
ASE 140	Suspension & Steering I	3
ASE 240	Suspension & Steering II	3
Total Credit Hours		12

Business Administration

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 090
- REA 090

Students may select from various programs to meet their specific career goals. Certificate programs can be completed in one year or less in the areas of Administrative Assistant, Business Foundations, Customer Service, Entrepreneurship, International Business, Management, Marketing, Real Estate, and Supervision.

Two-year associate of applied science degrees are available in several emphasis areas as detailed in the following section of this catalog. Transfer degrees intended to prepare the student for transfer to four-year institutions are also offered. Business students interested in transferring to a four-year university should refer to the Associate of Arts Degree in Business on page 57.

Faculty advisors are available to assist students in evaluating the various options. Call 502-3300 at the Centennial Campus or 502-3215 at the Rampart Range Campus for program information or to schedule a personal appointment with a program faculty advisor.

This degree program is designed for students who wish to pursue a career in business with a specific area of emphasis.

Students must also have demonstrated proficiency equivalent to the completion of BTE 100.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Requirements

CIS 118	Introduction to PC Applications	3
COM 115	Public Speaking	3
ECO 201	Principles of Macroeconomics: SS1	3
	or	
ECO 202	Principles of Microeconomics: SS1	(3)
ENG 121	English Composition I	3
MAT 112	Financial Mathematics	3
		<u>3</u>
		15

Business Foundation course requirements for all emphasis areas

ACC 101	Fundamentals of Accounting	3
	or	
ACC 121	Accounting Principles I	(4)
BUS 105	Business Orientation	.5
BUS 115	Introduction to Business	3
FIN 106	Consumer Economics	3
MAN 117	Time Management	1
MAN 128	Human Relations in Organizations	3
MAR 160	Customer Service	3
		<u>3</u>
		16.5-17.5

NOTE: Completion of the 31.5-32.5 hours in General Education and Business Foundation courses earns the student a Business Foundations Certificate.

Emphasis Areas**Customer Service**

The Customer Service Emphasis is designed to prepare the student for entry-level positions in business and governmental organizations that require customer contact roles, leading to customer satisfaction and the improved image of the organization.

BUS 181	Internship	3
BUS 216	Legal Environment of Business	3
BUS 217	Business Communication & Report Writing	3
COM 125	Interpersonal Communications	3
MAN 116	Principles of Supervision	3
MAN 200	Human Resource Management I	3
MAN 226	Principles of Management	3
MAN 246	Critical Issues in Marketing & Management	3
MAR 111	Principles of Sales	3
MAR 216	Principles of Marketing	3
		<u>3</u>
		30

Total Credit Hours for Customer Service Emphasis 61.5 - 62.5**Entrepreneurship**

The Entrepreneurship Emphasis is designed for those who either wish to start up their own business or have an existing business they want to further develop. It provides students with an understanding of small business and its place within the U.S. economy and society. The program focuses on the fundamental factors concerned with the establishment and successful operation of small business including financing and sources of funds; organizing the business and establishing policies; learning characteristics necessary for business success; and examining the future prospects of small business on both a national and international level. The curriculum requires direct student involvement in the understanding and analysis of various approaches and situations in buying, selling, and operating different kinds of business investments.

BUS 216	Legal Environment of Business	3
BUS 217	Business Communications & Report Writing	3
FIN 201	Principles of Finance	3
MAN 200	Human Resource Management I	3
MAN 216	Small Business Management	3

MAN 226	Principles of Management	3
MAN 240	Strategic Management	3
MAR 111	Principles of Sales	3
MAR 216	Principles of Marketing	3
MAR 249	Strategic Marketing	3
		<u>3</u>
		30

Total Credit Hours for Entrepreneurship Emphasis 61.5 - 62.5**Executive Assistant**

The Executive Assistant Emphasis is designed to prepare students to become office professionals in entry-level positions that require skills in computer technology, communication skills, customer service, and office applications.

BTE 102	Keyboarding Applications I	2
BTE 108	Ten-Key by Touch	1
BTE 111	Keyboarding Speedbuilding I	2
BTE 166	Business Editing Skills	3
BUS 217	Business Communications & Report Writing	3
CIS 107	Voice Recognition: Dragon	1
CIS 135	Complete PC Word Processing	3
CIS 155	PC Spreadsheets Concepts	3
CIS 165	Complete Presentation Graphics	3
MAN 246	Critical Issues in Marketing & Management	3
Electives	Choose six (6) hours from list below	6
		<u>6</u>
		30

Total Credit Hours for Executive Assistant**Emphasis****61.5 - 62.5****Executive Assistant Emphasis Electives**

ACC 115	Payroll Accounting	3
ACC 125	Computerized Accounting	3
CIS 124	Introduction to Operating Systems	3
CIS 145	Complete PC Database Complete	3
CWB 110	Complete Web Authoring: HTML	3
MAN 116	Principles of Supervision	3
MAN 200	Human Resource Management	3

International Business

The International Business Emphasis is designed for students who would like to become familiar with operating businesses in the international environment.

BUS 203	Introduction to International Business	3
BUS 216	Legal Environment of Business	3
BUS 217	Business Communication & Report Writing	3
BUS 226	Business Statistics	3
FOL 111	Foreign Language I	5
MAN 226	Principles of Management	3
MAN 240	Strategic Management	3
MAR 216	Principles of Marketing	3
MAR 240	International Marketing	3
		<u>3</u>
		29

*FOL is a standard course prefix. Each specific foreign language has its own prefix, for example, SPA = Spanish.

Total Credit Hours for International Business Emphasis**60.5 - 61.5****Management**

The Management Emphasis is designed for those students whose career path or occupational goal includes working in a corporate organizational structure as a manager of a particular department or functional area.

BUS 181	Internship	3
	or	
MAN 116	Principles of Supervision	(3)
BUS 216	Legal Environment of Business	3
BUS 217	Business Communications & Report Writing	3
BUS 226	Business Statistics	3
FIN 201	Principles of Finance	3
MAN 200	Human Resource Management I	3
MAN 226	Principles of Management	3
MAN 240	Strategic Management	3
MAN 246	Critical Issues in Marketing & Management	3
MAR 216	Principles of Marketing	3
		<u>30</u>

Total Credit Hours for Management Emphasis 61.5 - 62.5

Marketing

The Marketing Emphasis is designed to prepare students for entry level and management training positions in advertising, marketing, purchasing, retailing, and sales. Cooperative/Internships are an integral part of the program emphasis. In addition to the Business Foundations courses, the student must complete the following:

BUS 181	Internship	3
BUS 216	Legal Environment of Business	3
BUS 217	Business Communication & Report Writing	3
MAN 226	Principles of Management	3
MAN 246	Critical Issues in Marketing & Management	3
MAR 111	Principles of Sales	3
MAR 216	Principles of Marketing	3
MAR 220	Principles of Advertising	3
MAR 249	Strategic Marketing	3
Electives	Choose three (3) hours from list below	3
		<u>30</u>

Total Credit Hours for Marketing Emphasis 61.5 - 62.5

Marketing Emphasis Electives

BUS 182	Internship	3
MAN 216	Small Business Management	3

NOTE: Program advisors may approve additional elective choices.

Supervision

The Supervision Emphasis is designed for those students who are primarily interested in the supervisory or operational level of management in a small business or corporate entity. Skills, attitudes, and knowledge gained are based on effective first-level management needs. BUS 181 Internship I is an integral part of this emphasis area.

BUS 216	Legal Environment of Business	3
BUS 217	Business Communication & Report Writing	3
MAN 116	Principles of Supervision	3
MAN 200	Human Resource Management I	3
MAN 226	Principles of Management	3
MAN 246	Critical Issues in Marketing & Management	3
Electives	Choose twelve (12) hours from list below	<u>12</u>
		<u>30</u>

Total Credit Hours for Supervision Emphasis 61.5 - 62.5

Supervision Emphasis Electives

BUS 181	Internship	3
MAN 240	Strategic Management	3
MAR 111	Principles of Sales	3
MAR 249	Strategic Marketing	3
PSY 112	Psychology of Adjustment	3

NOTE: Program advisors may approve additional elective choices.

Certificates

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 060
- REA 090

Administrative Assistant

This certificate program is designed to prepare students to become office professionals in entry-level positions that require skills in computer technology, communication skills, customer service, and office applications.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

BTE 102	Keyboarding Applications I	2
BTE 108	Ten-Key by Touch	1
BTE 111	Keyboarding Speedbuilding I	2
BTE 166	Business Editing Skills	3
BUS 217	Business Communications & Report Writing	3
CIS 107	Voice Recognition: Dragon	1
CIS 135	Complete PC Word Processing	3
CIS 155	PC Spreadsheets Concepts	3
CIS 165	Complete Presentation Graphics	3
MAN 246	Critical Issues in Marketing & Management	3
Electives	Choose six (6) hours from list below	<u>6</u>

Total Credit Hours 30

Administrative Assistant Electives

ACC 115	Payroll Accounting	3
ACC 125	Computerized Accounting	3
CIS 124	Introduction to Operating Systems	3
CIS 145	Complete PC Database Complete	3
CWB 110	Complete Web Authoring: HTML	3
MAN 116	Principles of Supervision	3
MAN 200	Human Resource Management	3
MAR 160	Customer Service	3

Business Foundations

This certificate will allow students exposure to most of the major areas of business. Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

ACC 101	Fundamentals of Accounting	3
	or	
ACC 121	Accounting Principles I	(4)
BUS 105	Business Orientation	.5
BUS 115	Introduction to Business	3
CIS 118	Introduction to PC Applications	3
COM 115	Public Speaking	3
FIN 106	Consumer Economics	3
MAN 116	Principles of Supervision	3
MAN 117	Time Management	1
MAN 128	Human Relations in Organizations	3
MAR 111	Principles of Sales	3
MAR 160	Customer Service	3
MAT 112	Financial Mathematics	<u>3</u>

Total Credit Hours 31.5 - 32.5

Customer Service

The certificate prepares the student for both internal and external Customer Service analysis in Industry and Governmental Agencies.

BUS 181	Internship	3
BUS 216	Legal Environment of Business	3
BUS 217	Business Communication & Report Writing	3
COM 125	Interpersonal Communications	3
MAN 246	Critical Issues in Marketing & Management	3
MAR 216	Principles of Marketing	3
Electives	Choose nine (9) hours from electives list below	9

Total Credit Hours **27**

Customer Service Electives

MAN 200	Human Resource Management	3
MAN 226	Principles of Management	3
PHI 113	Logic: AH3	3

NOTE: Program advisors may approve additional elective choices.

Entrepreneurship

This certificate program is designed for those who either wish to start up their own business or further develop an existing business. It provides students with an understanding of small business and its place within the U.S. economy and society. The program focuses on the fundamental factors concerned with the establishment and successful operation of small business, including financing and sources of funds; organizing the business and establishing policies; learning characteristics necessary for business success; and the future prospects of small business on both a national and international level. The curriculum requires direct student involvement in the understanding and analysis of various approaches and situations in buying, selling, and operating different kinds of business investments.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

BUS 216	Legal Environment of Business	3
BUS 217	Business Communications & Report Writing	3
ECO 202	Principles of Microeconomics: SS1	3
FIN 201	Principles of Finance	3
MAN 200	Human Resource Management I	3
MAN 216	Small Business Management	3
MAN 226	Principles of Management	3
MAN 240	Strategic Management	3
MAR 216	Principles of Marketing	3
MAR 249	Strategic Marketing	3

Total Credit Hours **30**

International Business

This certificate program is intended for students already working for a business entity or those who have the basic business education background and would like to become familiar with operating businesses in the international environment.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

BUS 181	Internship	3
BUS 216	Legal Environment of Business	3
BUS 217	Business Communication & Report Writing	3
BUS 203	Introduction to International Business	3
BUS 226	Business Statistics	3

FIN 210	International Finance	3
FOL 111	Foreign Language I	5
MAN 246	Critical Issues in Marketing & Management	3
MAR 240	International Marketing	3

Total Credit Hours **29**

*FOL is a standard course prefix. Each specific foreign language has its own prefix, for example, SPA = Spanish.

Management

The Management certificate program is designed for those students whose career path or occupational goal includes working in a corporate organizational structure as a manager of a particular department or functional area.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

BUS 181	Internship	3
BUS 216	Legal Environment of Business	3
BUS 217	Business Communications & Report Writing	3
BUS 226	Business Statistics	3
FIN 201	Principles of Finance	3
MAN 200	Human Resource Management I	3
MAN 226	Principles of Management	3
MAN 240	Strategic Management	3
MAN 246	Critical Issues in Marketing & Management	3
MAR 216	Principles of Marketing	3

Total Credit Hours **30**

Marketing

The Marketing certificate program is designed to prepare students for entry level and management training positions in advertising, marketing, purchasing, retailing, and sales. Paid cooperative/internships are an integral part of the program.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

BUS 181	Internship	3
BUS 182	Internship	3
BUS 216	Legal Environment of Business	3
BUS 217	Business Communications & Report Writing	3
BUS 281	Internship	3
MAN 216	Small Business Management	3
MAN 226	Principles of Management	3
MAN 246	Critical Issues in Marketing & Management	3
MAR 216	Principles of Marketing	3
MAR 220	Principles of Advertising	3

Total Credit Hours **30**

Real Estate

This certificate program prepares students to take the Colorado State Real Estate Brokers License Exam to become a Real Estate Associate Broker. Upon successful completion of the state exam, students can pursue employment as residential/commercial real estate agents or business brokerage agents.

Students not meeting a course prerequisite must have instructor permission to enroll.

REE 105	Colorado State Exam Review	1
REE 201	Real Estate Brokers I	6
REE 202	Real Estate Brokers II	6

Total Credit Hours **13**

Supervision

The Supervision certificate program is designed for those students who are primarily interested in the supervisory or operational level of management in a small business or a corporate entity. Skills, attitudes, and knowledge gained are based on effective first-level management needs. BUS 181 Internship is an integral part of the certificate.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

BUS 181	Internship	3
BUS 216	Legal Environment of Business	3
BUS 217	Business Communication & Report Writing	3
MAN 200	Human Resource Management I	3
MAN 226	Principles of Management	3
MAN 246	Critical Issues in Marketing & Management	3
Electives	Choose twelve (12) hours from electives list below	<u>12</u>
Total Credit Hours		30

Supervision Electives

BUS 182	Internship	3
BUS 281	Internship	3
COM 125	Interpersonal Communications	3
MAN 240	Strategic Management	3
MAR 249	Strategic Marketing	3
PSY 112	Psychology of Adjustment	3
SWK 100	Introduction to Social Work	3

Cisco Certified Network Associate

Certificate

Recommended basic skills standards are

- AAA 090
- ENG 060
- MAT 060
- REA 090

This certificate program prepares students to design, build, and maintain networks capable of supporting national and global organizations. Course work covers a complete range of basic through advanced networking concepts from pulling cable to such complex concepts as subnet masking rules and strategies. Methods of learning are varied with interactive on-line lessons, texts, movies, and extensive hands-on applications. Upon successful completion, the program graduate is qualified to take the Cisco Networking Associate Certification examination.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

CNG 260	Cisco Network Associate I	5
CNG 261	Cisco Network Associate II	5
CNG 262	Cisco Network Associate III	5
CNG 263	Cisco Network Associate IV	<u>5</u>
Total Credit Hours		20

Computer Aided Drafting (CAD)

Associate of Applied Science Degree

Recommended basic skills standards are:

- AAA 090
- ENG 090
- MAT 090
- REA 090

This program prepares students for drafting positions in manufacturing, engineering, and other areas requiring production-ready drawings and models. Students will learn to prepare 2D and 3D drawings for fabrication using the latest release of AutoCAD. In addition, students will learn blueprint reading, problem-solving techniques, methods for customizing AutoCAD, use of research tools, general organizational skills and applications in geometry and trigonometry.

Students should schedule a meeting with the computer aided drafting program advisor prior to enrolling in classes. During this meeting, student's goals and preparedness can be assessed.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll. Students must have the ability to type 20 WPM or have completed BTE 100. Students must be proficient in computer file maintenance or complete CIS 110 within their first semester.

General Education Courses

CIS 118	Introduction to PC Applications	3
ENG 121	English Composition I: CO1	3
	or	
COM 125	Interpersonal Communications	(3)
ENG 131	Technical Writing I	3
	or	
BUS 217	Business Communication & Report Writing	(3)
MAT 107	Career Math	3
MAT 109	Geometry	3
PSY 100	Psychology of Workplace Relationships	3
	or	
COM 217	Group Communication	<u>(3)</u>
		18

Required Courses (all emphasis areas)

CAD 100	Blueprint Reading for CAD	3
CAD 101	Computer Aided Drafting I	3
CAD 102	Computer Aided Drafting II	3
CAD 151	Computer Aided Drafting/Technical Drafting Applications	4
CAD 202	Computer Aided Drafting / 3D	3
CAD 219	3D/Max	3
CAD 255	Solid Works Mechanical	<u>3</u>
		22

Emphasis Areas

Electronics

ELT 106	Fundamentals of DC/AC	3
ELT 112	Advanced DC/AC	3
ELT 134	Solid State Devices I	3
ELT 135	Solid State Devices II	3
ELT 147	Digital Devices I	3
ELT 148	Digital Devices II	3
One Technical Elective Course		<u>3-4</u>
		21-22

Total Hours for Electronics Degree Emphasis 61-62

HVAC

EGT 262	Sheet Metal Fabrication Drawings	3
HVA 102	Basic Refrigeration	4
HVA 105	Electricity for HVAC/R	4
WEL 106	Blueprint Reading for Welders & Fitters	4
	One Technical Elective Course	5-6
		20-21

Total Hours for HVAC Degree Emphasis**60-61****Mechanical**

ARC 227	Architectural Structures	5
MAC 101	Introduction to Machine Shop	3
MAC 250	Advanced Inspection Techniques	3
MAC 252	Practical Metallurgy	3
TEC 205	Geometric Dimensioning & Tolerancing	3
	One Technical Elective Course	3-4
		20-21

Total Hours for Mechanical Degree Emphasis**60-61****Recommended Technical Electives**

CAD 201	Computer Aided Drafting / Custom	3
CAD 220	3D/Max Advanced	3
CAD 280	Internship	3
CSC 160	Computer Science I: (Language)	4
MAC 110	Introduction to Engine Lathe	3
MAC 120	Introduction to Milling Machine	3
MAC 240	CADCAM 2D	3
MAC 241	CADCAM 2D Lab	3
WEL 106	Blueprint Reading for Welders & Fitters	4

Certificates**Advanced CAD Skills**

Prerequisite: Basic CAD Skills Certificate or equivalent

CAD 101	Computer Aided Drafting I	3
CAD 102	Computer Aided Drafting II	3
CAD 201	Computer Aided Drafting/Custom	3
CAD 202	Computer Aided Drafting/3D	3

Total Credit Hours**12****Basic CAD Skills**

CAD 101	Computer Aided Drafting I	3
CAD 102	Computer Aided Drafting II	3

Total Credit Hours**6****CAD-Quality Assurance**

CAD 100	Blueprint Reading for Computer Aided Drafting	3
MAC 250	Advanced Inspection Techniques	3
MAT 107	Career Math	3
TEC 205	Geometric Dimensioning & Tolerancing	3

Total Credit Hours**12****Parametric Modeling**

CAD 151	Computer Aided Drafting/Technical Drafting Applications	4
CAD 202	Computer Aided Drafting/3D	3
CAD 255	Solid Works Mechanical	3

Total Credit Hours**10****Professional CAD**

CAD 100	Blueprint Reading for Computer Aided Drafting	3
CAD 101	Computer Aided Drafting I	3
CAD 102	Computer Aided Drafting II	3

CAD 151	Computer Aided Drafting/Technical Drafting Applications	4
CIS 118	Introduction to PC Applications	3
MAT 107	Career Math	3
	*12 Credit Hours of Guided Technical Electives	<u>12</u>

Total Credit Hours**31**

*Students must meet with an advisor to select appropriate technical electives.

Computer Information Systems**Associate of Applied Science Degree**

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

The Associate of Applied Science Degree is designed for students who plan careers as information systems specialists. This program is designed for a student who plans to obtain an entry-level position in the information technology field. It provides a broad background that allows for free movement within the computer industry.

Students must have the ability to type 20 WPM or have completed BTE 100.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have the instructor permission to enroll.

General Education Courses

CIS 118	Introduction to PC Applications	3
	or	
CSC 105	Computer Literacy	(3)
COM 115	Public Speaking	3
	or	
COM 125	Interpersonal Communication	(3)
CSC 120	Problem Solving with (Software Package)	3
ENG 121	English Composition I: CO1	3
	or	
ENG 131	Technical Writing I	(3)
MAT 121	College Algebra: MA1	<u>4</u>
		16

Required Courses

BUS 115	Introduction to Business	3
CIS 115	Introduction to Computer Information Systems	3
CIS 124	Introduction to Operating Systems	3
CIS 130	Introduction to the Internet	1
CIS 145	Complete PC Database: Access	3
CIS 155	PC Spreadsheet Concepts	3
CIS 202	Automated Project Management: MS Project	3
CIS 240	Database Design	3
CIS 267	Management of Information Systems	3
CIS 268	Systems Analysis & Design	3
CIS 287	Cooperative Education	3
	or	
CIS 289	Capstone	(3)
CNG 101	Introduction to Networking	3
CSC 150	Visual Basic Programming	3
	or	
CSC 154	Introduction to MS Visual Basic .NET (OOP)	(3)
	or	
CSC 160	Computer Science I: (Language)	(4)

CWB 110	Complete Web Authoring	3
CWB 221	Technology Foundations of E-Commerce	3
Electives:		<u>3</u>
		43-44

Total Credit Hours 62-63

Electives can be any course: CIS, CNG, CSC, CWB, MGD (except CIS 118 or CSC 105)

Certificates

Computer Application Specialist

CIS 107	Voice Recognition: Dragon	1
CIS 118	Introduction to PC Applications	3
CIS 135	Complete PC Word Processing	3
CIS 145	Complete PC Database: Access	3
CIS 155	PC Spreadsheet Concepts	3
CIS 165	Complete Presentation Graphics	<u>3</u>

Total Credit Hours 16

Database

Pending State Approval

CIS 130	Introduction to the Internet	1
CIS 124	Introduction to Operating Systems	3
CIS 145	Complete PC Database: Access	3
CIS 146	Advanced Access	3
CIS 240	Database Design	3
CIS 243	Introduction to PL/SQL	<u>3</u>

Total Credit Hours 16

Help Desk

Pending State Approval

CIS 118	Introduction to PC Applications	3
CIS 124	Introduction to Operating Systems	3
CNG 101	Introduction to Networking	3
CIS 288	Practicum	1
CNG 104	Introduction to TCP/IP	3
CNG 121	Computer Technician I: A+	<u>4</u>

Total Credit Hours 17

IT Fundamentals

CIS 120	Technology for Career Development	1
BTE 100	Computer Keyboarding	1
	or	
BTE 108	Ten-Key by Touch	(1)
MAR 160	Customer Service	3
CIS 115	Intro to Computer Information Systems	<u>3</u>

Total Credit Hours 8

IT Security Essentials

CIS 263	PC Help Desk Skills	3
CNG 132	Principles of Information Security	<u>3</u>

Total Credit Hours 6

IT Support Essentials

CIS 203	Technology for Career Success	2
CIS 288	Practicum	1
CNG 121	Computer Technician I: A+	<u>4</u>

Total Credit Hours 7

Network Essentials

CIS 124	Intro to Operating Systems	3
CNG 101	Intro to Networking	<u>3</u>

Total Credit Hours 6

Programming

CSC 120	Problem Solving with (Software Package)	3
CSC 150	Visual Basic Programming	3
	or	
CSC 154	Introduction to MS Visual Basic .NET	(3)
CSC 160	Computer Science I: (Language)	4
CSC 161	Computer Science II: (Language)	4
CSC 225	Computer Architecture/Assembly Language Programming	<u>4</u>

Total Credit Hours 18

Software Fundamentals

CIS 131	Word Processing I	1
CIS 132	Word Processing II	1
CIS 140	Microsoft Outlook	1
CIS 141	PC Databases I	1
CIS 151	PC Spreadsheets I	1
CIS 152	PC Spreadsheets II	<u>1</u>

Total Credit Hours 6

Computer Networking Technology

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 090
- REA 090

The Associate of Applied Science Degree provides students with practical and relevant skills in the field of Computer Networking and Information Technology. In addition to obtaining an Associate of Applied Science Degree, the program provides a foundation for students to further achieve industry certifications such as CompTIA Network+ and CCNA (Cisco Certified Network Associate). Students completing this program will be able to demonstrate knowledge of computer software, computer hardware, network operating systems, networking device configuration, and network administration. Students entering this program should have a good foundation in math and reading, as well as basic familiarity with Microsoft Windows and internet browsers. Students may be advised to take additional courses to prepare them for the degree program.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Courses

BUS 115	Introduction to Business	3
COM 125	Interpersonal Communication	3
CIS 118	Introduction to PC Applications	3
	or	
CSC 105	Computer Literacy	(3)
ENG 131	Technical Writing I	3
MAT 107	Career Math	3
	or	
MAT 112	Financial Mathematics	<u>(3)</u>
		15

Other Course Requirements

CIS 124	Introduction to Operating Systems	3
CIS 155	PC Spreadsheet Concepts	3
CIS 202	Automated Project Management: MS Project	3
CIS 267	Management Information Systems	3

CNG 101	Introduction to Networking and	3
CNG 104	Introduction to TCP/IP or	3
CNG 260	Cisco Network Associate I	(5)
CSC 120	Problem Solving with (Software Package)	3
CWB 110	Complete Web Authoring	3
Electives	Choose nine (9) hours from electives listed below	9
		32-33

Electives

Choose nine (9) hours from any courses within the disciplines of BUS, CIS, CNG, CSC, CWB, MAN, MAR, MGD except CIS 118, CNG 101, CSC 105, and MGD 104.

Cisco Certified Network Associate (CCNA)

CNG 261	Cisco Network Associate II	5
CNG 262	Cisco Network Associate III	5
CNG 263	Cisco Network Associate IV	5
		15

Total Credit Hours for CCNA Emphasis 62-64

Network+

CIS 223	Linux	3
CNG 102	Local Area Networks	3
CNG 103	Wide Area Networks	3
CNG 108	Network Analysis & Design	3
CWB 221	Technology Foundations for E-Commerce	3
		15

Total Credit Hours for Network+ Emphasis 62-64

Certificates

The Computer Networking Technology certificate provides students with practical and relevant skills in the field of Computer Networking and Information Technology. The Certificate program provides a foundation for students to further achieve industry certifications such as CompTIA Network+ and CCNA (Cisco Certified Network Associate). Students completing this program will be able to demonstrate knowledge of computer software, computer hardware, network operating systems, networking device configuration, and network administration. Students entering this program should have a good foundation in math and reading, as well as basic familiarity with Microsoft Windows and internet browsers. Students may be advised to take additional courses to prepare them for the degree program.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have the instructor permission to enroll.

Cisco Certified Network Associate (CCNA)

CIS 118	Introduction to PC Applications or	3
CSC 105	Computer Literacy	(3)
CIS 124	Introduction to Operating Systems	3
CIS 155	PC Spreadsheets Concept	3
CNG 260	Cisco Network Associate I	5
CNG 261	Cisco Network Associate II	5
CNG 262	Cisco Network Associate III	5
CNG 263	Cisco Network Associate IV	5
CWB 110	Complete Web Authoring	3

Total Credit Hours 32

Network+

CIS 118	Introduction to PC Applications or	3
CSC 105	Computer Literacy	(3)
CIS 124	Introduction to Operating Systems	3
CIS 155	PC Spreadsheets Concept	3
CIS 223	Linux	3
CNG 101	Introduction to Networking	3
CNG 102	Local Area Networks	3
CNG 103	Wide Area Networks	3
CNG 104	Introduction to TCP/IP	3
CWB 110	Complete Web Authoring	3
CWB 221	Technology Foundations for E-Commerce	3

Total Credit Hours 30

Criminal Justice

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 090
- REA 090

The Criminal Justice Program at PPCC is designed to upgrade the skills and knowledge of employed criminal justice professionals, and to provide a pre-employment or transfer program to students interested in the field, or in continuing on to a four year school.

With a wide variety of emphasis areas, including Investigations/Management, Patrol, Corrections and Crime Scene Investigation, and corresponding certificates. The student seeking an AAS degree, or the professional employed in the field can upgrade their skills for hiring, advancement and promotion. PPCC offers one of the broadest ranges of course offerings in the nation.

An AAS degree from PPCC will open doors into many opportunities in law enforcement at the state, federal and local level. Our students have gone on to careers in Criminal Investigations, as Crime Scene Investigators, Corrections officers, State and Federal Probation and Parole officers, and many others. Several PPCC graduates have advanced to become chiefs of police and sheriffs.

Students should realize, however, that a degree from PPCC will not guarantee a position with an agency in the criminal justice field. Many agencies impose requirements other than education for employment. These requirements may be related to age, physical condition, height, weight and vision. The majority of employers in the criminal justice field will not hire persons with a felony conviction, or a lengthy history of drug use. Some arrests and/or convictions for certain crimes will also be disqualifiers. Employers in the field screen for certain psychological and personality traits, and many give pre-employment polygraph tests.

Prospective students with questions concerning the foregoing should consult with faculty advisors.

General Education Courses

CIS 118	Introduction to PC Applications or	3
CSC 105	Computer Literacy	(3)
ENG 121	English Composition I: CO1 or	3
ENG 131	Technical Writing I	(3)

ENG 122	English Composition II: CO2	3
or		
COM 115	Public Speaking	(3)
or		
POS 125	American State & Local Government	(3)
MAT 107	Career Math	3
or		
MAT 120	or higher	(3-4)
PSY 112	Psychology of Adjustment	3
AAS	Approved General Elective	3
		<u>18-19</u>

Required Courses (all emphasis areas)

CRJ 110	Introduction to Criminal Justice	3
CRJ 125	Law Enforcement Operations	3
CRJ 145	Correctional Process	3
CRJ 205	Principles of Criminal Law	3
CRJ 208	Criminal Evidence	3
CRJ 210	Constitutional Law	3
CRJ 216	Juvenile Law & Procedures	3
CRJ 220	Human Relations & Social Conflict	3
CRJ 230	Criminology	3
LEA 118	Police Report Writing	3
Emphasis Area		<u>12</u>
		42

Total Credit Hours 60-61

Emphasis Areas

Choose twelve (12) credit hours in one emphasis area

Investigations/Management

CRJ 150	Victims of Crime & Trauma	3
CRJ 209	Criminal Investigation I	3
CRJ 211	Criminal Investigation II	3
CRJ 245	Interview & Interrogation	3
CRJ 250	Computer Crime Investigation	3
CRJ 268	Criminal Profiling	3
CRJ 280	Internship	3
LEA 218	Drug Investigative Strategies	3

Patrol

CRJ 150	Victims of Crime & Trauma	3
CRJ 209	Criminal Investigation I	3
CRJ 211	Criminal Investigation II	3
CRJ 225	Crisis Intervention	3
CRJ 280	Internship	3
LEA 126	Police Patrol Procedures	3
LEA 246	Traffic Investigation	3

Corrections

CRJ 146	Community Based Corrections	3
CRJ 215	Constitutional Rights of Inmates	3
CRJ 249	Penology	3
CRJ 255	Organizational Management of Correctional Inst	3
CRJ 280	Internship	3

Crime Scene Investigations (CSI)

CRJ 127	Crime Scene Investigation	3
CRJ 209	Criminal Investigation I	3
CRJ 264	Practical Crime Scene Investigation	3
LEA 167	Fingerprinting	3
LEA 260	Police Photography	3

Certificates

Advanced Investigations

CRJ 211	Criminal Investigation II	3
CRJ 245	Interview & Interrogation	3
CRJ 264	Practical Crime Scene Investigation	3
LEA 260	Police Photography	<u>3</u>
Total Credit Hours		12

Basic Criminology

CRJ 110	Intro to Criminal Justice	3
CRJ 216	Juvenile Law & Procedures	3
CRJ 230	Criminology	<u>3</u>
Total Credit Hours		9

Basic Investigations

CRJ 127	Crime Scene Investigation	3
CRJ 209	Criminal Investigation I	3
CRJ 211	Criminal Investigation II	3
LEA 118	Report Writing	3
LEA 167	Fingerprinting	<u>3</u>
Total Credit Hours		15

Corrections

CIS 118	Introduction to PC Applications	3
CRJ 145	Correctional Process	3
CRJ 146	Community Based Corrections	3
CRJ 215	Constitutional Rights of Inmates	3
LEA 118	Report Writing	<u>3</u>
Total Credit Hours		15

Criminal Justice Basic

CRJ 110	Intro to Criminal Justice	3
CRJ 125	Law Enforcement Operations	3
CRJ 216	Juvenile Law & Procedures	3
CRJ 220	Human Relations & Social Conflict	<u>3</u>
Total Credit Hours		12

Patrol

CRJ 110	Intro to Criminal Justice	3
CRJ 125	Law Enforcement Operations	3
CRJ 209	Criminal Investigation I	3
CRJ 225	Crisis Intervention	3
LEA 118	Report Writing	<u>3</u>
Total Credit Hours		15

Culinary Arts

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 060
- REA 090

Culinary Arts continues to be one of the fastest growing career fields in the world. The culinary profession is a field different from most others, as it demands unusual circumstances and lengthy hours. The traits necessary to become a Culinarian are dedication, endurance and ambition. Upon completion, the student will be able to work in a professional establishment as a second cook or station supervisor.

Students entering this course of study will be required to have completed, or demonstrated proficiency equivalent to the completion of ENG 060; MAT 030, and REA 090. Students must see a faculty advisor before registering for this program.

General Education Courses

BUS 115	Introduction to Business	3
CIS 118	Introduction to PC Applications	3
	or	
CSC 105	Computer Literacy	(3)
ENG 131	Technical Writing	3
MAT 112	Financial Mathematics	3
PSY 100	Psychology of Workplace Relationships	3
		<u>15</u>

Emphasis Areas**Culinary Arts**

The AAS Degree Program focuses on every aspect of working in a professional kitchen. Students will be trained in the following areas of study; basic food prep, sanitation, nutrition, supervision, baking, catering, wines and spirits, gardé manger (cold kitchen), purchasing, and soups, sauces, and consommés. Students will also be required to complete an on the job internship prior to graduation.

Once a student completes the AAS Culinary Arts Program, they can apply for certification with the American Culinary Federation as becoming a Certified Cook (CC). Students must be Junior Members of the ACF at the time of graduation. The Culinary Program encourages the students to receive certification due to the increase of positions in the United States that require an individual to be certified to work in different professional establishments.

Additional required courses

CUA 101	Food Safety & Sanitation	2
CUA 105	Food Service Concepts & Management Skills	3
CUA 116	Catering, Buffets, & Tableside Cooking	3
CUA 120	Wines & Spirits	2
CUA 125	Introduction to Foods	4
CUA 127	Soups, Sauces, & Consommés	3
CUA 129	Center of the Plate	4
CUA 145	Introduction to Baking	4
CUA 156	Nutrition for the Hospitality Professional	3
CUA 210	Advanced Cuisine & Gardé Manger	4
CUA 233	Advanced Line Prep & Cookery	4
CUA 245	International Cuisine	2
CUA 262	Purchasing for the Hospitality Industry	3
CUA 281	Internship	4
		<u>45</u>

Total Credit Hours for Culinary Arts Emphasis 60

Baking and Pastry

This two year program is designed for students seeking advanced employment in the baking and pastry field as assistant pastry chefs, or as a bakeshop station chef. During the course of study students will learn and demonstrate basic baking skills, equipment, decorating, show pieces, breads, advanced desserts, and wedding cakes. Students will also be trained in sanitation, cost controls, purchasing, management skills, and nutrition.

Examinations will be given throughout the program. Once a student completes the AAS Baking and Pastry Arts Program, they can apply for certification with the American Culinary Federation as becoming a Certified Pastry Cook (CPC). Students must be Junior Members of the ACF at the time of graduation. Students entering this course of study will be required to have completed, or demonstrated proficiency equivalent to the completion of ENG 090; MAT 060, and REA 090. Students must see a faculty advisor before registering for this program.

Additional required courses

CUA 101	Food Safety & Sanitation	2
CUA 105	Food Service Concepts & Management Skills	3
CUA 116	Catering, Buffets, & Tableside Cooking	3
CUA 125	Introduction to Foods	4
CUA 127	Soups, Sauces, & Consommés	3
CUA 145	Introduction to Baking	4
CUA 150	Baking: Decorating & Presentation	3
CUA 151	Baking: Intermediate Bread Preparation	3
CUA 152	Individual Fancy Desserts Production	3
CUA 156	Nutrition for the Hospitality Professional	3
CUA 161	Wedding Cakes	2
CUA 236	Advanced Baking	2
CUA 261	Cost Controls	3
CUA 262	Purchasing for the Hospitality Industry	3
CUA 281	Internship	4
		<u>45</u>

Total Credit Hours for Baking and Pastry Emphasis 60

Food Service Management

The AAS Degree Program focuses on the aspect of management in a professional food service operation. Students will be trained in the following areas of study; basic food prep, sanitation, cost controls, purchasing, legal aspects, nutrition, catering, beverages management, and supervision skills. Students will also be required to complete an on the job internship prior to graduation.

Students may also take the national examinations by the National Restaurant Association Educational Foundation throughout the degree. Students that complete and pass the required exams will be eligible to receive the Manage First Professional Credential with the documentation of 800 hours industry related training.

Students entering this course of study will be required to have completed, or demonstrated proficiency equivalent to the completion of ENG 060; MAT 030, and REA 090. Students must see a faculty advisor before registering for this program.

Additional required courses

CUA 101	Food Safety & Sanitation	2
CUA 105	Food Service Concepts & Management Skills	3
CUA 116	Catering, Buffets, & Tableside Cooking	3
CUA 120	Wines & Spirits	2
CUA 125	Introduction to Foods	4
CUA 156	Nutrition for the Hospitality Professional	3
CUA 157	Menu Planning	3
CUA 190	Dining Room Management	4
CUA 255	Supervision in the Hospitality Industry	3
CUA 256	Marketing in the Hospitality Industry	3
CUA 261	Cost Controls	3
CUA 262	Purchasing for the Hospitality Industry	3
CUA 263	Legal Aspects of the Hospitality Management	3
CUA 281	Internship	4
		<u>43</u>

Total Credit Hours for Food Service Management Emphasis 61

Certificates**Baking**

This program will prepare students for employment in baking and the art of pastries. The certificate program will develop the students' skills and understanding in the areas of chocolates, confections items, ice creams and frozen desserts, yeast products, quick breads, sculpted items, sugar work, use of fruits, and national desserts. Students completing the certificate program could find employment in these specific areas: baker, baking assistant, journeyman baker, cake decorator, candy maker, or pastry cook. Examinations will be given

throughout the duration of the program. Please contact a faculty advisor before registering for this program.

CUA 101	Food Safety & Sanitation	2
CUA 105	Food Service Concepts & Management Skills	3
CUA 145	Introduction to Baking	4
CUA 150	Baking: Decorating & Presentation	3
CUA 151	Baking: Intermediate Bread Preparation	3
CUA 152	Individual Fancy Dessert Production	3
CUA 156	Nutrition for the Hospitality Professional	3
CUA 236	Advanced Baking	2
CUA 262	Purchasing for the Hospitality Industry	3

Total Credit Hours **26**

Culinary Arts

This program is designed for students who seek employment as a journeyman cook, station cook, or entry level cook in a professional establishment. Students will develop skills and understanding of line cookery, basic baking, saucier station, production, nutrition, sanitation, menu planning, cold food production, and entree preparation. Examinations will be given throughout the program. Please contact a faculty advisor before registering for courses.

CUA 101	Food Safety & Sanitation	2
CUA 105	Food Service Concepts & Management Skills	3
CUA 125	Introduction to Foods	4
CUA 127	Soups, Sauces, & Consommés	3
CUA 129	Center of the Plate	4
CUA 145	Introduction to Baking	4
CUA 156	Nutrition for the Hospitality Professional	3
CUA 210	Advanced Cuisine & Gardé Manger	4
CUA 233	Advanced Line Prep & Cookery	4

Total Credit Hours **31**

Culinary Arts: Basic Skills

This program will prepare students for employment in baking and the art of pastries. The certificate program will develop the students' skills and understanding in the areas of chocolates, confections items, ice creams and frozen desserts, yeast products, quick breads, sculpted items, sugar work, use of fruits, and national desserts. Students completing the certificate program could find employment in these specific areas: baker, baking assistant, journeyman baker, cake decorator, candy maker, or pastry cook. Examinations will be given throughout the duration of the program. Please contact a faculty advisor before registering for this program.

CUA 101	Food Safety & Sanitation	2
CUA 105	Food Service Concepts & Management Skills	3
CUA 125	Introduction to Foods	4
CUA 145	Introduction to Baking	4

Total Credit Hours **13**

Food Service Management

This program is designed for students who seek employment as supervisor in foodservice management. Students will learn skills and understanding in cost controls, employee management, marketing, sanitation standards, basic nutrition, menu development, establishment concepts, customer and business legalities, catering, wine selection, basic cooking, and purchasing. Examinations will be given throughout the program. Please contact a faculty advisor before registering for this program.

CUA 101	Food Safety & Sanitation	2
CUA 105	Food Service Concepts & Management Skills	3
CUA 116	Catering, Buffets, & Tableside Cooking	3
CUA 120	Wine & Spirits	2
CUA 125	Introduction to Foods	4

CUA 156	Marketing in the Hospitality Industry	3
CUA 190	Dining Room Management	4
CUA 256	Marketing in the Hospitality Industry	3
CUA 261	Cost Controls	3
CUA 262	Purchasing for the Hospitality Industry	3
CUA 263	Legal Aspects of Hospitality Management	3

Total Credit Hours **33**

Dental Assisting

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 090
- MAT 030
- REA 090

A dental assistant is a skilled and essential member of the dental health care team in the delivery of preventive and restorative dentistry. The continuing demand for dental assistants makes this program an opportunity for a productive career.

The Dental Assisting certificate program prepares students for employment as chair-side dental assistants. In addition to the prescribed coursework, a minimum of 300 clinical hours is required to complete the program. Students must provide their own transportation to their clinical sites. A complete physical examination is required prior to the beginning of the clinical experience, and a Hepatitis B vaccination is strongly recommended.

Students must be at least 18 years of age before enrolling in Dental Radiology courses. Students must earn a C or better in all dental assisting courses in order to graduate. Students must submit to a criminal background check and a drug screening prior to entering their clinical internship assignments. (Student fees for these tests apply)

The Dental Assisting certificate program is accredited by the American Dental Association's Commission on Dental Accreditation. Graduates of the certificate program are eligible to take the Dental Assisting National Board (DANB) Examination. Successful completion of the DANB Examination awards students the status of Certified Dental Assistant (CDA).

Students who wish to pursue the Associate of Applied Science Degree in Dental Assisting must be a graduate of an ADA accredited dental assisting certificate program. Students participating in the AAS Degree program will be given instruction, laboratory experience, and clinical experience in expanded functions as permitted by the Dental Practice Law of Colorado. Students who wish to develop skills as an expanded functions dental assistant but, are not graduates of an ADA accredited dental assisting program, must be a Certified Dental Assistant or have a minimum of two years of full time documented experience as a chairside dental assistant, preferably in a general dentistry practice.

Students who are interested in either the certificate program or the AAS degree program must meet with a dental assisting program advisor prior to enrolling in any dental assisting courses.

General Education Courses

CIS 118	Introduction to PC Applications	3
COM 115	Public Speaking	3
	or	
COM 125	Interpersonal Communication	(3)
	or	
ENG 121	English Composition I: CO1	(3)
COM 225	Organizational Communication	3
	or	
ENG 122	English Composition II: CO2	(3)

PSY 101	General Psychology I: SS3	3
or		
PSY 112	Psychology of Adjustment	(3)
PSY 102	General Psychology II: SS3	3
or		
PSY 235	Human Growth and Development: SS3	(3)
		15

Additional required courses

DEA 102	Principles of Clinical Practice	3
DEA 104	Specialties of Dentistry	2
DEA 111	Dental Office Management	2
DEA 120	Introductions to Dental Practices	1
DEA 121	Dental Science I	3
DEA 122	Dental Science II	3
DEA 123	Dental Materials I	3
DEA 124	Dental Materials II	3
DEA 125	Dental Radiography	3
DEA 126	Infection Control	3
DEA 131	Advanced Dental Radiography	3
DEA 132	Medical Emergencies	2
DEA 134	Prevention & Nutrition in Dentistry	2
DEA 140	Dental Assisting National Board Review	1
DEA 181	Clinical Internship I	1
DEA 182	Clinical Internship II & Seminar	6
DEA 200	Introduction to Expanded Functions	4
DEA 205	Expanded Functions for Dental Auxiliary	4
		49

Total Credit Hours**Certificate****Dental Assisting**

CIS 118	Introduction to PC Applications	3
COM 115	Public Speaking	3
or		
COM 125	Interpersonal Communication	(3)
or		
ENG 121	English Composition I: CO1	(3)
DEA 102	Principles of Clinical Practice	3
DEA 104	Specialties in Dentistry	2
DEA 111	Dental Office Management	2
DEA 120	Introduction to Dental Practices	1
DEA 121	Dental Science I	3
DEA 122	Dental Science II	3
DEA 123	Dental Materials I	3
DEA 124	Dental Materials II	3
DEA 125	Dental Radiography	3
DEA 126	Infection Control	3
DEA 131	Advanced Dental Radiography	3
DEA 132	Medical Emergencies	2
DEA 134	Prevention & Nutrition in Dentistry	2
DEA 140	Dental Assisting National Board Review (Elective)	1
DEA 181	Clinical Internship I	1
DEA 182	Clinical Internship II and Seminar	6
		46-47

Total Credit Hours

Early Childhood Education

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 090
- MAT 060
- REA 090

Early Childhood Education, like all education, demands well-prepared teachers. A growing body of research supports the value of high-quality early childhood programs for children's later success in school and in life, the most important determinant of which is the teacher.

Pikes Peak Community College and the Early Childhood Education program faculty are committed to providing the optimal course of study that meets the career goals of each student. The Early Childhood Education program is the foundation for a challenging and rewarding career in early childhood care and education as well as other related fields.

Upon completion of the Early Childhood Education program, students will be able to meet the educational qualifications for group leader and director as defined by the Colorado Department of Human Services.

All students should schedule an appointment with an Early Childhood Education program advisor prior to enrolling in a class. Please call 719-502-3300 to schedule an appointment.

General Education Courses

CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
ENG 121	English Composition I: CO1	3
MAT 112	Financial Mathematics	3
PSY 101	General Psychology I: SS3	3
or		
PSY 112	Psychology of Adjustment	(3)
SOC 101	Introduction to Sociology I: SS3	3
or		
SOC 205	Sociology of Family Dynamics: SS3	(3)
		15

Courses required for all emphasis areas

ECE 101	Introduction to Early Childhood Education	3
ECE 102	Introduction to Early Childhood Lab Techniques	3
ECE 103	Guidance Strategies for Children	3
ECE 111	Infant & Toddler Theory & Practice	3
ECE 112	Introduction to Infant/Toddler Lab Techniques	3
ECE 113	Infant/Toddler Lab Techniques II	3
ECE 191	School Age Theory & Practice	3
ECE 192	School Age Lab Techniques	3
ECE 205	Nutrition, Health & Safety	3
ECE 220	Curriculum Development: Methods & Techniques	3
ECE 226	Creativity & the Young Child	3
ECE 238	Child Growth & Development	4
ECE 240	Administration of Early Childhood Care & Education Programs	3
ECE 241	Admin: Human Relations for Early Childhood Professions	3
ECE 260	Exceptional Child	3
ECE 261	Exceptional Child Lab Techniques	3
ECE 289	Capstone: Early Childhood Education	5
		54

Total Credit Hours**69**

Certificates

Director

ECE 101	Introduction to Early Childhood Education	3
ECE 102	Introduction to Early Childhood Lab Techniques	3
ECE 103	Guidance Strategies for Children	3
ECE 111	Infant & Toddler Theory & Practice	3
ECE 205	Nutrition, Health & Safety	3
ECE 220	Curriculum Development: Methods & Techniques	3
ECE 238	Child Growth & Development	4
ECE 240	Administration of Early Childhood Care & Education Programs	3
ECE 241	Admin: Human Relations for Early Childhood Professions	3
ECE 260	Exceptional Child	3

Total Credit Hours **31**

Group Leader

ECE 101	Introduction to Early Childhood Education	3
ECE 102	Introduction to Early Childhood Lab Techniques	3
ECE 103	Guidance Strategies for Children	3
ECE 220	Curriculum Development: Methods & Techniques	3
ECE 238	Child Growth & Development	4

Total Credit Hours **16**

Infant Toddler

ECE 111	Infant & Toddler Theory & Practice	3
ECE 112	Introduction to Infant/Toddler Lab Techniques	3
ECE 238	Child Growth & Development	4

Total Credit Hours **10**

Electronics Technology

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 060
- MAT 090
- REA 090

This degree program prepares students with technical job entry skills as electronics technicians. Graduates become qualified to work in electronic automation and in control systems environments. Measurement, instrumentation, and control systems automation are work-related areas for career path employment.

Maximizing student success in the electronic program is the department goal. The program faculty recommends that students develop the following desirable skill and knowledge foundations to enhance student success:

- advanced college level study skills
- working knowledge of algebraic principles and basic trigonometric functions
- college-level reading and comprehension skills
- working knowledge and application of college-level English
- demonstrated time management skills
- awareness of workplace utilization of self-management work teams
- basic understanding of physics principles
- keyboarding, mouse, and MS Windows experience
- understanding of basic science and physics principles

Students who want individualized program planning suggestions are encouraged to meet with program faculty. Please call (719) 502-3600 to schedule an appointment.

Fall semester course sequencing provides concurrent enrollment in ELT 106 and ELT 112. Spring semester course sequencing provides concurrent enrollment in ELT 134, ELT 135, ELT 147, and ELT 148. Students should see a program faculty person if unable to take these courses concurrently.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Courses

COM 125	Interpersonal Communication	3
	or	
COM 217	Group Communication	(3)
CSC 105	Computer Literacy	3
ENG 131	Technical Writing	3
MAT 108	Technical Math	4
PHY	Any Physics Course	4-5
		16-18

Discipline Specific Requirements Recommended Sequence:

ELT 106	Fundamentals of DC/AC	3
ELT 112	Advanced DC/AC	3
ELT 134	Solid State Devices I	3
ELT 135	Solid State Devices II	3
ELT 147	Digital Devices I	3
ELT 148	Digital Devices II	3
ELT 215	Operational Amplifiers	3
ELT 258	Programmable Logic Controllers	3
ELT 263	Enhanced Microprocessor Control Systems	4
ELT 264	Enhanced Microprocessor Control System Lab	4
ICF 108	Basic Control Systems	5
ICF 218	Automated Process Control Systems	4
ICF 219	Automated Process Control Systems-Laboratory	4
		45

Total Credit Hours **61-63**

Emergency Medical Services

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 060
- MAT 030
- REA 060

Pikes Peak Community College offers a variety of courses in the Emergency Medical Services field. It is a Colorado Department of Health and Environment, Pre-hospital Care Division approved training center. It has the approval of the State Board for Community Colleges and Occupational Education. The programs are implemented with the cooperation of local medical societies and emergency medical agencies.

Paramedic

This program provides the Emergency Medical Technician at the Paramedic level with the opportunity to complete the educational requirements for the AAS Degree in Emergency Medical Services. Options are designed for the EMT-Paramedic level to allow students an opportunity to pursue a career compatible with their interest.

General Education Requirements

BIO 201	Human Anatomy & Physiology I: SC1	4
BIO 202	Human Anatomy & Physiology II: SC1	4
CIS 118	Introduction to PC Applications	3
ENG 121	English Composition I: CO1	3
PSY 101	General Psychology I: SS3	3
		17

Other course requirements

EMS 225	Fundamentals of Paramedic Practice	3
EMS 226	Fundamentals of Paramedic Practice Lab	2
EMS 227	Paramedic Special Considerations	3
EMS 228	Paramedic Special Considerations Lab	2
EMS 229	Paramedic Pharmacology	3
EMS 230	Paramedic Pharmacology Lab	2
EMS 231	Paramedic Cardiology	5
EMS 232	Paramedic Cardiology Lab	1
EMS 233	Paramedic Medical Emergencies	4
EMS 234	Paramedic Medical Emergencies Lab	1
EMS 235	Paramedic Trauma Emergencies	4
EMS 236	Paramedic Trauma Emergencies Lab	1
EMS 237	Paramedic Internship Preparation	2
EMS 280	Paramedic Internship I	6
EMS 281	Paramedic Internship II	6
		<u>45</u>

Total Credit Hours**62****Certificates****Emergency Medical Technician–Basic**

EMS 125	EMT Basic	9
EMS 170	EMT Basic Clinical	1
		<u>10</u>

Total Credit Hours**10****Emergency Medical Technician–Paramedic**

BIO 201	Human Anatomy & Physiology I: SC1	4
BIO 202	Human Anatomy & Physiology II: SC1	4
EMS 225	Fundamentals of Paramedic Practice	3
EMS 226	Fundamentals of Paramedic Practice Lab	2
EMS 227	Paramedic Special Considerations	3
EMS 228	Paramedic Special Considerations Lab	2
EMS 229	Paramedic Pharmacology	3
EMS 230	Paramedic Pharmacology Lab	2
EMS 231	Paramedic Cardiology	5
EMS 232	Paramedic Cardiology Lab	1
EMS 233	Paramedic Medical Emergencies	4
EMS 234	Paramedic Medical Emergencies Lab	1
EMS 235	Paramedic Trauma Emergencies	4
EMS 236	Paramedic Trauma Emergencies Lab	1
EMS 237	Paramedic Internship Preparation	2
EMS 280	Paramedic Internship I	6
EMS 281	Paramedic Internship II	6
		<u>6</u>

Total Credit Hours**53**

Facilities Maintenance Technology

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 060
- MAT 060
- REA 090

This program prepares students to enter the facilities maintenance field. This field of work involves different trade disciplines. The one-year program of core courses trains students in residential heating, ventilation, air conditioning, and refrigeration.

The AAS degree should enhance students' initial entry placement and better prepare them for upward mobility within any of the three option areas.

All students should schedule advising appointments with the Facilities Maintenance Technology program advisor before enrolling in classes.

For success in this program the faculty recommends proficiency in math, reading, and English.

Students may wish to attend summer classes to fulfill their general education course requirements, thereby reducing their fall and spring semester loads.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

Heating, Ventilation, Air Conditioning, & Refrigeration

The Heating, Ventilation, Air Conditioning, and Refrigeration (HVAC&R) degree will prepare the student for service in entry-level residential and commercial heating, ventilating, air conditioning, and refrigeration. The emphasis will be on the servicing and maintenance of equipment found in residences, commercial buildings, and large facilities.

General Education Courses

COM 217	Group Communication	3
CSC 105	Computer Literacy	3
ENG 131	Technical Writing I	3
MAT 107	Career Math	3
PSY 100	Psychology of Workplace Relationships	3
		<u>15</u>

Other course requirements

HVA 102	Basic Refrigeration	4
HVA 105	Electricity for HVAC/R	4
HVA 110	Fundamentals of Gas Heating	4
HVA 113	Refrigerant Recovery Training	1
HVA 121	Residential Refrigeration	4
HVA 132	Air Conditioning & Refrigeration Controls	4
HVA 142	Residential Air Conditioning	4
HVA 143	Residential HVAC Trouble Shooting	4
HVA 201	Heating For Commercial	3
HVA 204	Direct Digital Controls	4
HVA 222	HVAC&R Systems Trouble Shooting	5
HVA 231	Pneumatic Controls	4
HVA 233	Advanced Refrigeration	4
HVA 241	Advanced Air Conditioning	3
		<u>52</u>

Total Credit Hours**67****Certificates****Direct Digital Controls****Pending State Approval**

Students completing the Direct Digital Controls certificate will gain skills necessary for entry level employment in the area of environmental controls as they pertain to the HVAC systems found in modern commercial and industrial buildings.

Students entering this certificate program will have demonstrated prior work experience of no less than four years or completion of an Associates of Applied Science Degree in HVAC or Facilities Maintenance Technology from an accredited college.

ELT 101	Survey of Electronics	3
HVA 251	Building Automation I, Installer	4
HVA 252	Building Automation II, Service	4
HVA 253	Building Automation III, Advanced Operations	4
		<u>4</u>

Total Credit Hours**15**

Facilities Maintenance–Residential

The Residential Facilities Maintenance certificate option provides a student with entry-level skills as a helper or apprentice in the installation, repair, and service of residential heating, ventilating, air conditioning, and refrigeration equipment found in today’s residences.

HVA 102	Basic Refrigeration	4
HVA 105	Electricity for HVAC/R	4
HVA 110	Fundamentals of Gas Heating	4
HVA 113	Refrigerant Recovery Training	1
HVA 121	Residential Refrigeration	4
HVA 132	Air Conditioning & Refrigeration Controls	4
HVA 142	Residential Air Conditioning	4
HVA 143	Residential HVAC Trouble Shooting	4

Total Credit Hours **29**

Industry Upgrade

The Industry Upgrade certificate is designed for technicians currently employed in the HVAC&R field who want to upgrade their skills. The courses within this certificate option are constantly updated to include discussion of new technologies and equipment found in large modern facilities.

HVA 201	Heating For Commercial	3
HVA 204	Direct Digital Controls	4
HVA 222	HVAC&R Systems Trouble Shooting	5
HVA 231	Pneumatic Controls	4
HVA 233	Advanced Refrigeration	4
HVA 241	Advanced Air Conditioning	3

Total Credit Hours **23**

Fire Science Technology

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 060
- REA 090

This program is designed to prepare individuals who have little or no experience with the firefighting profession for entry-level positions in the fire service industry. This program is also designed to allow experienced firefighters to receive awarded credits for knowledge gained through experience and training through the Fire Science Credit for Prior Learning Program, after which their learning can be expanded by successfully completing additional courses to complete the degree.

A plan for the entry into and completion of the fire science technology degree should be discussed with the Fire Science faculty advisors. This advising is needed to provide thorough information on the requirements of the degree program as well as to align the courses of the degree with the students’ academic and career goals.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

The Fire Science Technology AAS degree requires 70 credits for completion. Fifteen credits are in general education, 12 credits are in technical electives, and 43 credits are in required technical courses.

General Education Courses

CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
ENG 121	English Composition I: CO1	3
or		
ENG 131	Technical Writing I	(3)
ENG 122	English Composition II: CO2	3
or		
COM 225	Introduction to Organizational Communication	(3)
MAT 107	Career Math or higher level math	3
POS 111	American Government: SS1	3
or		
PSY 101	General Psychology I: SS3	(3)
		15

Technical Courses

FST 102	Principles/Emergency Services	3
FST 103	Occupational Safety & Health for Fire	3
FST 104	Fire Protection Systems	3
FST 105	Building Construction for Fire Protection	3
FST 106	Fire Prevention	3
FST 107	Hazardous Materials Operations (Level I)	3
FST 201	Instructional Methodology (Fire Instructor I, II)	3
FST 202	Strategy & Tactics	3
FST 203	Fire Hydraulics & Water Supply	4
FST 204	Principles of Code Enforcement	3
FST 205	Fire Investigation I	3
FST 206	Fire Company Supervision & Leadership (Fire Officer I)	3
FST 250	Chemistry for Fire Protection	3
FST 259	Wildland Firefighting Strategy & Tactics	3

3

43

Total Credit Hours **70**

Technical Elective Courses

Choose 12 hours from the following courses

EMS 115	First Responder	3
EMS 125	EMT Basic	8
FST 100	Firefighter I	9
FST 150	Introduction to Fire Prevention Education	3
FST 160	Candidate Physical Abilities Preparation	3
FST 207	Fire Fighting Strategy & Tactics II	3
FST 252	Fire Investigation II	3
FST 254	Hazardous Materials Technician Level	3
FST 257	Fire Department Administration	3

Other FST credits do count for Technical Elective courses.

Certificate

Basic Firefighter

EMS 125	EMT Basic	9
FST 100	Firefighter I	9
FST 107	Hazardous Material Operations (Level I)	3

Total Credit Hours **21**

Geographic Information Systems

Associate of Applied Science

Recommended basic skills standards are

- ENG 090
- MAT 090

The Geographic Information Systems Associate of Applied Science Degree is a program that integrates the mapping sciences, geographic information systems technology, and spatial analysis in a program related to computer supported data storage, management, and display functions. The program offers students the opportunity to develop the skills and abilities required of professionals in geographic information systems and related fields. Geospatial techniques are used to aid in decision making in fields as diverse as business, marketing, homeland security, public policy, environment, engineering, public health, archeology and criminal justice by identifying patterns between graphical information (maps) and data.

General Education Courses

CIS 118	Introduction PC Applications	3
	or	
CSC 105	Computer Literacy	(3)
ENG 121	English Composition I: CO1	3
	or	
ENG 131	Technical Writing I	(3)
MAT 135	Introduction to Statistics: MA1	3
	and	
MAT 179	Computer Applications for Statistical Procedures	1
	or	
MAT 121	College Algebra: MA1	(4)
GEO 105	World Regional Geography: SS2	3
GEO 111	Physical Geography–Landforms: SC1	4
		<u>17</u>

Other Course Requirements

CSC 150	Visual Basic Programming	3
	or	
CSC 154	Introduction to MS Visual Basic.NET (OOP)	(3)
CIS 145	Complete PC Database	3
GIS 101	Introduction to GIS	3
GIS 110	Introduction to Cartography	3
GIS 165	GIS Project Management	3
GIS 205	GIS Applications	3
GIS 211	Spatial Data Modeling & Analysis	4
GIS 212	Remote Sensing & Digital Image Processing	4
GIS 280	Internship	4
	Electives choose thirteen (13) from electives list below	<u>13</u>
		<u>43</u>

Total Credit Hours

60

Approved Electives

GIS 131	GPS for GIS	3
GIS 207	Introduction to ArcView 3D Analyst	3
GIS 208	Intro. to ArcView Network Analyst	3
GIS 209	Intro. To ArcView Spatial Analyst	3
GIS 221	Community Assessment & Analysis	3
GIS 225	Spatial Analyst-Agri.: GIS Approach	3
GIS 226	Spatial Hydrology – ArcView GIS	3

NOTE: Program advisors may approve additional elective choices.

Certificate

The Geographic Information Systems certificate is designed to develop skills and abilities necessary for successful employment using GIS applications. GIS is a computer based data processing tool used to map, manage, analyze, display and model spatial information.

Enrolling students must be computer literate.

CIS 145	Complete PC Database	3
CSC 150	Visual Basic Programming	3
	or	
CSC 154	Introduction to MS Visual Basic.NET (OOP)	(3)
GIS 101	Intro to Geographic Information Systems	3
GIS 205	GIS Applications	3
GIS 212	Remote Sensing & Digital Image Processing	4
GIS 280	Internship	<u>2</u>

Total Credit Hours

18

Health Information Technology

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 060
- REA 090

Health information technologists play a critical role in maintaining, collecting and analyzing the data that doctors, nurses and other healthcare providers rely on to deliver quality healthcare. They are experts in managing patient health information and medical records, administering computer information systems and coding the diagnosis and procedures for healthcare services provided to patients. HIT professionals work in a multitude of settings throughout the healthcare industry including hospitals, physician's offices and clinics, long term care facilities, insurance companies, government agencies and home care providers. Associates degree personnel hold positions such as health data analyst, insurance claims analyst, records technicians specialist, clinical coding specialist, physician practice manager, patient information coordinator. Students may progress to a bachelor's degree in Health Information Management (HIM).

General Education Courses

CIS 118	Introduction to PC Applications	3
COM 125	Interpersonal Communication	3
ENG 121	English Composition: CO1	3
MAT 135	Introduction to Statistics: MA1	3
MAT 179	Statistics on Computers	1
PSY 101	General Psychology I: SS3	<u>3</u>
		<u>16</u>

Other Course Requirements

HIT 101	Health Information Management Science	6
HIT 111	Health Data Management Information Systems	3
HIT 112	Legal Aspects for Health Records	2
HIT 188	Health Information Practicum I	2
HIT 222	Quality Management	3
HIT 225	Health Information Management	3
HIT 231	Clinical Classification II	5
HIT 288	Health Information Practicum II	2
HPR 106	Law & Ethics for Healthcare	2
HPR 178	Medical Terminology	2
HPR 208	Advanced Medical Terminology	2
MOT 125	Basic Medical Sciences I	3
MOT 130	Insurance Billing & Coding	3

MOT 131	Advanced Insurance Billing & Coding	3
MOT 132	Medical Transcription	4
MOT 133	Basic Medical Sciences II	3
MOT 135	Basic Medical Sciences III	3
		<u>3</u>
		51

Total Credit Hours **67**

Homeland Security Emergency Management

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

The Homeland Security/Emergency Management degree develops the competencies and skills necessary to address manmade and natural disasters. This program will prepare you to make decisions, problem solve, plan, implement, and coordinate resources necessary for preparedness, mitigation, response, and recovery from possible disasters. This Associate of Applied Science Degree is designed for students new to this field, as well as students in public safety professions who are looking to upgrade their competencies and skills.

General Education Courses

CSC 105	Computer Literacy	3
ENG 121	English Composition I: CO1	3
	or	
ENG 131	Technical Writing	(3)
MAT 120	Mathematics for Liberal Arts: MA1	3
	or higher math course	
POS 111	American Government: SS1	3

Choose one class from the following

ANT 101	Cultural Anthropology: SS3	3
	or	
PSY 101	General Psychology I: SS3	(3)
	or	
SOC 101	Introduction to Sociology I: SS3	(3)
		<u>15</u>

Required Courses (all emphasis areas)

EMP 101	Principles of Homeland Security/Emergency Mgmt	3
EMP 105	Emergency Planning	3
EMP 106	Exercise Design Evaluation	3
EMP 107	Emergency Operation Centers & Communication	3
EMP 240	Leadership & Influence	3
PSM 130	Homeland Security Law	3
PSM 132	Homeland Defense: Forecasting Terrorism	3
PSM 133	Homeland Security: Chemical & Biological Defense	3
PSM 135	Critical Infrastructure Protection	1
PSM 137	Introduction to Mitigation	3
PSM 200	Nat'l Incident Mgmt. System/ Interagency Operations	3
		<u>3</u>
		31

Elective Courses (14 credit hours) **14**

ANT, CRJ, ECO, EMP, EMS, FST, GIS, HIS, MAN, POS, PSY, SOC and other approved colleges classes with departmental approval

Total Credit Hours **60**

Certificate

Homeland Security/Emergency Management

EMP 101	Principles of Homeland Security/Emergency Mgmt	3
EMP 106	Exercise Design Evaluation	3
EMP 107	Emergency Operation Centers & Communication	3
EMP 240	Leadership & Influence	3
PSM 130	Homeland Security Law	3
PSM 132	Homeland Defense: Forecasting Terrorism	3
PSM 133	Homeland Security: Chemical & Biological Defense	3
PSM 135	Critical Infrastructure Protection	1
PSM 200	Nat'l Incident Mgmt. System/ Interagency Operations	3
		<u>3</u>

Total Credit Hours **25**

Interior Design

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 060
- REA 090

The Interior Design program provides students an opportunity to develop an understanding of the principles and elements of design and to study technical and visual interior elements as well as professional business practices related to the multi-faceted design industry. Students have the opportunity for more in-depth study of residential or commercial design through studio classes. The educational experience is enhanced with an internship.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Courses

ART 110	Art Appreciation: AH1	3
CSC 105	Computer Literacy	3
ENG 131	Technical Writing I	3
	or	
COM 115	Public Speaking	(3)
MAT 107	Career Math	3
	General Education Electives from approved list on page 81	3
		<u>15</u>

Other Course Requirements

CAD 105	AutoCAD for Interiors	4
IND 105	Introduction to Interior Design	3
IND 107	History of Interior Design	3
IND 110	Interior Design I: Overview & Application	3
IND 111	Drafting for Interiors	4
IND 113	Perspective & Rendering	3
IND 117	Interior Textiles	2
IND 118	Interior Finishes	2
IND 120	Interior Design II: Space Planning & Human Factors	3
IND 151	Residential Design	4
IND 152	Commercial Design I	2
IND 200	Kitchen & Bath Design	4
IND 201	Commercial Design	4
IND 205	Professional Practice for Interior Designers	2
IND 211	Interior Construction	4
IND 220	Interior Design III: Materials, Details, Codes & Specs	3
IND 225	Lighting Design	3

IND 278	Workshop: Design Portfolio	1
IND 280	Internship	2
IND 288	Practicum	1
IND 289	Capstone: Advanced Design	<u>3</u>
		60
		75

Total Credit Hours

Medical Office Technology

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 060
- REA 090

The area of Medical Office Technology is designed to prepare individuals to assist with clinical and administrative functions as employees within the health care system of the community. All students become familiar with the health care system, medical terminology, and interpersonal relationships. Five certificate options and one associate of applied science degree option are available within the Medical Office Technology program. These options are designed to allow students an opportunity to pursue careers compatible with their interest and abilities. A single option or a combination of options may be pursued.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have permission of coordinator to enroll.

Clinical facilities require tuberculin skin tests, proof of measles, rubella and rubeola vaccines or titers, proof of hepatitis B vaccinations and a current tetanus. Prior to clinical internship the student must also take a physical exam by their private physician at their own cost.

Facilities such as physician's offices, clinics or hospitals require criminal background checks on all students. Students who have any record of acts of violence or failure to adhere to retraining orders will not be allowed to enroll in internship classes or phlebotomy classes. Students are also required to take and pass drug and alcohol screening prior to their clinical/administrative (internship) or phlebotomy classes. Failure to pass the above tests will result in the inability to complete the desired certification or degree.

Medical Assistant

This Associate of Applied Science degree option is designed to prepare individuals to work in both administrative and clinical areas of medical clinics or physicians' offices or as hospital unit secretary positions. Students successfully completing this degree program will be able to perform the administrative tasks of a medical receptionist and work in the clinical areas by providing assistance with physical examinations, diagnostic tests, and treatment procedures.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have permission of coordinator to enroll.

General Education Courses

CIS 118	Introduction to PC Applications	3
COM 225	Organizational Communication	3
ENG 131	Technical Writing I	3
MAT 107	Career Math	3
PSY 101	General Psychology I: SS3	<u>3</u>
		15

Other Course Requirements

HPR 178	Medical Terminology	2
HPR 208	Advanced Medical Terminology	2
HWE 103	Community First Aid & CPR	1
MOT 110	Medical Office Administration	4
MOT 120	Medical Office Financial Management	3
MOT 124	Medical Filing	2
MOT 125	Basic Medical Sciences I	3
MOT 133	Basic Medical Sciences II	3
MOT 135	Basic Medical Sciences III	3
MOT 136	Introduction to Clinical Skills	2
MOT 138	Medical Assisting Laboratory Skills	4
MOT 140	Medical Assisting Clinical Skills	4
MOT 150	Pharmacology for Medical Assistants	3
MOT 183	Medical Assistant Internship	5
MOT 189	Review for Medical Assistant National Examination	1

Student must take one of the following groups

MOT 130	Insurance Billing & Coding	3
	and	
MOT 131	Advanced Insurance Billing & Coding	3
	or	
HPR 101	Customer Service in Healthcare	(2)
	and	
HPR 112	Phlebotomy	<u>(4)</u>
		49

Total Credit Hours**63**

Certificates

Clinical Office Assistant

This certificate option is designed to prepare individuals to work in clinics or physicians' offices as clinical assistants or aides. Students successfully completing this course of study will be able to receive and prepare patients for various laboratory examinations. Successful graduates from this option will also be able to provide physician's assistants with physical examinations, diagnostic tests, and treatment procedures. Credits from this certificate may be transferred to the medical assistant AAS degree program.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have permission of coordinator to enroll.

CIS 118	Introduction to PC Applications	3
ENG 131	Technical Writing I	3
	or	
COM 225	Organizational Communication	(3)
HPR 178	Medical Terminology	2
HPR 208	Advanced Medical Terminology	2
HWE 103	Community First Aid/CPR	1
MOT 110	Medical Office Administration	4
MOT 125	Basic Medical Sciences I	3
MOT 133	Basic Medical Sciences II	3
MOT 135	Basic Medical Sciences III	3
MOT 136	Introduction to Clinical Skills	2
MOT 138	Medical Assisting Laboratory Skills	4
MOT 140	Medical Assisting Clinical Skills	4
MOT 150	Pharmacology for Medical Assistants	3
MOT 182	Clinical Internship	<u>3</u>

Total Credit Hours**40**

Medical Coding Specialist

This certificate option is designed to train students to code and bill physician services in the ambulatory care settings. This course prepares the student to take the National Accrediting exam with AHIMA & AAPC. Credits from this Medical Coding Certificate program may be transferred to the Health Information Technology AAS degree.

CIS 118	Introduction to PC Applications	3
HPR 178	Medical Terminology	2
HPR 208	Advanced Medical Terminology	2
MOT 125	Basic Medical Sciences I	3
MOT 130	Insurance Billing & Coding	3
MOT 131	Advanced Insurance Billing & Coding	3
MOT 133	Basic Medical Sciences II	3
MOT 135	Basic Medical Sciences III	3

Total Credit Hours **22**

Medical Receptionist

This certificate option is designed to prepare individuals to work as receptionists in the health care industry. Students successfully completing this course of study will be able to register new patients, use proper telephone techniques, schedule appointments, file medical records, process mail, and type and transcribe miscellaneous medical reports. Students will gain exposure to both computerized and manual systems to organize a medical office. Credits from this program may be transferred to the Medical Transcriptionist certificate program or to the Medical Assistant AAS degree option.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have permission of coordinator to enroll.

CIS 118	Introduction to PC Applications	3
ENG 131	Technical Writing I	3
	or	
COM 225	Organizational Communication	(3)
HPR 178	Medical Terminology	2
HPR 208	Advanced Medical Terminology	2
HWE 103	Community First Aid/CPR	1
MOT 110	Medical Office Administration	4
MOT 120	Medical Office Financial Management	3
MOT 124	Medical Filing	2
MOT 130	Insurance Billing & Coding	3
MOT 131	Advanced Insurance Billing & Coding	3
MOT 136	Introduction to Clinical Skills	2
MOT 181	Administrative Internship	2

Total Credit Hours **30**

Medical Transcriptionist

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 030
- REA 090

The Medical Transcriptionist certificate is designed to prepare students for entry-level employment by providing the basic knowledge, understanding, and skills required to transcribe medical dictation with accuracy, clarity, and timeliness, applying the principles of professional and ethical conduct. After completion of this certificate program the student will be eligible to apply for an apprenticeship with the Association for Healthcare Documentation Integrity and the Medical Transcription Industry Association pending approval of accreditation of this program by AHDI (AAMA).

Students must also have demonstrated proficiency with a keyboarding speed at a minimum of 40 words per minute.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have permission of coordinator to enroll.

BTE 166	Business Editing Skills	3
CIS 118	Introduction to PC Applications	3
HPR 106	Law & Ethics for Health Professions	2
HPR 178	Medical Terminology	2
HPR 208	Advanced Medical Terminology	2
MOT 125	Basic Medical Sciences I	3
MOT 132	Medical Transcription I	4
MOT 133	Basic Medical Sciences II	3
MOT 135	Basic Medical Sciences III	3
MOT 142	Medical Transcription II	4
MOT 145	Medical Transcription for Specialties	4
MOT 150	Pharmacology for Medical Assistants	3
MOT 180	Medical Transcription Internship	3

Total Credit Hours **39**

Phlebotomy

In the Phlebotomy certificate program, students will learn theory, anatomy and physiology, microbiology, and proficiency in collection of tissue and blood samples from patients in a variety of settings. Students will also learn customer service and communication skills necessary to work with patients. Career options are covered, and students will be prepared for a career in phlebotomy. Upon completion of the required courses, students will receive a certificate of phlebotomy from PCC and will qualify to take the National Registry Board Exam for Registered Phlebotomy Technician (RPT). This certificate can be completed within two semesters if coursework is completed as advised.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have permission of coordinator to enroll.

HPR 101	Customer Service in Healthcare	2
HPR 112	Phlebotomy	4
HPR 113	Advanced Phlebotomy	4
HPR 178	Medical Terminology	2
HPR 208	Advanced Medical Terminology	2

Total Credit Hours **14**

Multimedia Graphic Design

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 090
- MAT 030
- REA 090

This program prepares the students for entry-level work in some of the following creative and exciting areas: graphic design, photo enhancement, digital illustration, interactive media digital video production, web design, animation, and production layout. Students receive a blend of knowledge in color, design, computer software, typography, and drawing. Students will also choose from a variety of course electives.

Maximizing student success in the Multimedia Graphic Design program is the department goal. The program faculty recommends that students develop the following desirable skill and knowledge foundations to enhance student success:

- Advanced college level study skills
- Working knowledge of algebraic principles and basic measurement
- College-level reading, writing, comprehension, and study skills
- Working knowledge and application of college-level English
- Demonstrated time management skills
- Keyboarding, mouse and computer experience (will be taught in MGD 102). It is strongly recommended that students see an advisor for program planning.

Students may complete basic skill deficiencies concurrently with the beginning courses in the program. Students must arrange with advisors to remedy deficiencies in program requirements. Please call 719-502-3143 for advising.

General Education Courses for all emphasis areas

ART 110	Art Appreciation: AH1	3
or		
ART 111	Art History Ancient to Medieval: AH1	(3)
CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
or		
CSC 120	Problem Solving with (Software Package)	(3)
ENG 121	English Composition I: CO1	3
or		
ENG 131	Technical Writing I	(3)
MAT 107	Career Math	3
or		
MAT 112	Financial Mathematics	(3)
General Education Elective		
Choose from the AAS general education list on page 81		<u>3</u>
		15

Required MGD courses

MGD 102	Introduction to Multimedia	3
MGD 103	Production Design	3
MGD 109	Design & Color	3
or		
ART 131	Visual Concepts 2-D Design	(3)
MGD 111	Adobe Photoshop I	3
MGD 112	Adobe Illustrator I	3
MGD 113	QuarkXPress	3
MGD 116	Typography I	3
MGD 134	Drawing for Illustrators	3
MGD 141	Web Design I	3

MGD 213	Electronic PrePress	3
MGD 221	Computer Graphics I	3
MGD 289	Capstone	2
Electives Choose fifteen (15) credit hours from electives below		<u>15</u>
		50

Total Credit Hours

65

MGD Electives

ART 138	Film Photography I	3
ART 143	Digital Photography	3
MGD 106	Creativity & Visual Thinking	3
MGD 107	History of Design	2
MGD 108	History of Illustration	2
MGD 110	Lettering for Graphic Design	2
MGD 114	Adobe InDesign	3
MGD 121	Painter for Digital Media	3
MGD 132	Design & Color II	3
MGD 143	Motion Graphic Design I	3
MGD 153	3-D Animation	3
MGD 161	Director I	3
MGD 164	Digital Video Editing I	3
MGD 165	After Effects I	3
MGD 178	Seminar/Workshop	1
MGD 180	Internship	3
MGD 201	Children's Book Illustration	3
MGD 202	Point of Purchase Packaging Design	3
MGD 207	Illustration I	3
MGD 208	Illustration II	3
MGD 209	Illustration III	3
MGD 211	Adobe Photoshop II	3
MGD 212	Adobe Illustrator II	3
MGD 215	Painting for Illustrators	3
MGD 222	Computer Graphics II	3
MGD 241	Web Design II	3
MGD 243	Web Motion Graphic Design II	3
MGD 259	Management & Production	3
MGD 264	Digital Video Editing II	3
MGD 265	After Effects II	3
MGD 266	DVD Authoring	3
MGD 268	Commercial Art Business	3
RTV 108	Principles of Audio	3
RTV 208	Basic Video Production	3
RTV 218	Advanced Video Production	3

Certificates

Basic Design

MGD 109	Design & Color I	3
MGD 111	Photoshop I	3
MGD 112	Illustrator	<u>3</u>

Total Credit Hours

9

Digital Illustration

MGD 109	Design & Color I	3
MGD 112	Illustrator I	3
MGD 212	Illustrator II	<u>3</u>

Total Credit Hours

9

Digital Image

ART 143	Digital Photography I	3
or		
ART 138	Film Photography I	(3)
MGD 109	Design & Color	3
MGD 111	Adobe Photoshop I	3
MGD 112	Adobe Illustrator I	3
MGD 211	Adobe Photoshop II	<u>3</u>

Total Credit Hours

15

Design & Color

MGD 109	Design & Color I	3
MGD 132	Design & Color II	3
MGD 134	Drawing for Illustrators	3
		<hr/>

Total Credit Hours **9**

Design to Print

MGD 109	Design & Color	3
or		
ART 131	Visual Concepts 2-D Design	(3)
MGD 111	Adobe Photoshop I	3
MGD 112	Adobe Illustrator I	3
MGD 113	QuarkXPress	3
MGD 213	Electronic Pre-Press	3
MGD 221	Computer Graphics I	3
MGD 222	Computer Graphics II	3
		<hr/>

Total Credit Hours **21**

Illustration

MGD 109	Design & Color	3
MGD 111	Adobe Photoshop I	3
MGD 112	Adobe Illustrator I	3
MGD 207	Illustration I	3
MGD 208	Illustration II	3
MGD 209	Illustration III	3
MGD 215	Painting for Illustrators	3
		<hr/>

Total Credit Hours **21**

Photoshop

MGD 109	Design & Color I	3
MGD 111	Photoshop I	3
MGD 211	Photoshop II	3
		<hr/>

Total Credit Hours **9**

Video/Animation Production

MGD 109	Design & Color	3
MGD 111	Adobe Photoshop I	3
MGD 164	Digital Video Editing I	3
MGD 165	After Effects I	3
MGD 264	Digital Video Editing II	3
MGD 265	After Effects II	3
MGD 266	DVD Authoring	3
RTV 108	Principles of Audio	3
RTV 208	Basic Video Production	3
		<hr/>

Total Credit Hours **27**

Web Design

MGD 109	Design & Color	3
MGD 111	Adobe Photoshop I	3
MGD 112	Adobe Illustrator I	3
MGD 141	Web Design I	3
MGD 143	Motion Graphic Design I	3
MGD 241	Web Design II	3
MGD 243	Web Motion Graphic Design II	3
		<hr/>

Total Credit Hours **21**

Natural Resources

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 060
- MAT 090
- REA 090

This program is designed to prepare students for employment at the technician level in the following options: natural resources and the adventure industry. This program is a two-year AAS degree program. The training includes science foundations, technical skills, an internship, group projects, and resource management techniques. An adventure guide certificate option is also available.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Courses

BIO 148	Basic Ecology	4
COM 214	Natural Resource Interpretation & Communication	3
or		
COM 217	Group Communication	(3)
CIS 118	Introduction to PC Applications	3
or		
CSC 105	Computer Literacy	(3)
ENG 131	Technical Writing I	3
MAT 108	Technical Mathematics	4
		<hr/>

Other Course Requirements

ADG 125	Leave No Trace	1
AEC 220	Surveying	3
AGY 240	Introductory Soil Science	4
BIO 149	Plant Taxonomy	4
or		
BIO 154	Biology of Plants	(4)
ENV 101	Introduction to Environmental Science: SC1	4
GEY 111	Physical Geology SC1	4
HWE 129	Wilderness First Responder	4
NRE 100	Foundation of Forestry	3
NRE 204	Range Management & Restoration	4
NRE 205	Wildlife & Fisheries Management Principles	3
NRE 211	Environmental Policies & Economics	3
NRE 212	Ecosystem Management	3
NRE 214	Environmental Issues & Ethics	3
NRE 236	Public Relations of Natural Resources	2
NRE 280	Internship	5
PED 165	Wilderness Survival Skills	3
Electives Choose six (6) credit hours from list below		6
		<hr/>

Total Credit Hours **76**

Natural Resource Technology Approved Electives

CHE 101	Introduction to Chemistry I: SC1	5
FST 152	Wildland Firefighting	3
GEO 112	Physical Geography–Weather & Climate	3
HIS 207	American Environmental History	3
HIS 225	Colorado History: HI1	3
ADG	Any course or combination of courses	1-6
NRT	Any course or combination of courses	1-6
ZOO	Any course or combination of courses	1-6
Any AAS approved electives		1-6

Nursing

Pikes Peak Community College offers the following programs:

- Registered Nurse Associate of Applied Science Degree
- Registered Nurse Associate of Applied Science Degree with PN Exit Option
- Registered Nurse Associate of Applied Science Degree for Advanced Placement (LPN-RN/)
- Nursing Assistant Certificate

Admission to the college does not assure admission to the registered nursing programs. Admission to the RN program with the LPN exit option and the Advanced Placement option require separate admission criteria. All students interested in the registered nursing programs who do not have previous college courses must complete the PPCC placement exams prior to being advised. Potential students should attend Information Nights held each month to obtain information prior to advising. Interested students can inquire on times by calling (719) 502-3400 or 502-3339. Students should complete the application to the PPCC nursing program by picking up a copy of the application from the HENPS division or downloading a copy from the PPCC nursing website at <http://www.ppcc.edu/programs/nursing/>. This should be performed when all pre-requisites are completed with a minimum GPA of 2.5 with a minimum grade of C in each course. Students must pass an FBI fingerprinting screen to determine application eligibility. Students interested in the Nursing Assistant Certificate should apply directly to the college and then sign up for appropriate classes. All students will be required to meet regulations regarding CPR, immunizations and disability issues. Further detailed information is on the PPCC website under nursing. It is the policy of the PPCC Program of Nursing to provide reasonable accommodation to qualified students with disabilities so they can meet these required technical standards. Whether or not a requested accommodation is reasonable will be determined on an individual basis. Determining what is a reasonable accommodation is an interactive process which the students should initiate with OASIS.

Nursing: Registered Nurse

Associate of Applied Science Degree with Licensed Practical Nurse Exit Option

Recommended basic skills standards are:

- BIO 111
- ENG 090
- MAT 090
- REA 090

The Registered Nursing program is an Associate of Applied Science program. Nursing courses begin in the fall or spring and may be completed in 4-5 semesters. Admission criteria for the state community college nursing programs are standardized. They are subject to change. PPCC nursing program maintains a competitive admission process. Students should complete the nursing program application to the PPCC nursing program after completing all pre-requisites by picking up a copy of the application from the HENPS division or downloading a copy from the PPCC nursing website at <http://www.ppcc.edu/programs/nursing/>.

Prerequisite Courses

BIO 201	Human Anatomy & Physiology I: SC1	4
BIO 202	Human Anatomy & Physiology II: SC1	4
BIO 204	Microbiology: SC1	4
ENG 121	English Composition I: CO1	3
PSY 235	Human Growth & Development: SS3	3

Total Prerequisite Credits **18**

All Biology (BIO) prerequisites must be completed within seven (7) years of entry into CCCS nursing programs

- All courses must have a minimum of C grade with an overall GPA of 2.5 in the pre-requisites.
- Students will be asked to complete a Nurse Entrance Test at time of application. Please see the nursing application for more information
- Upon provisional acceptance, the program will notify the student of dates needed to obtain additional information such as:
 - Criminal background check/drug testing
 - Health statement/immunizations
 - CPR for adult /child
 - Ability to meet the requirements of the disability policy

Nursing Curriculum

Year I First Semester

HPR 108	Nutrition	1
MAT 103	Math for Clinical Calculations	3
NUR 109	Fundamentals of Nursing	8
NUR 112	Basics of Pharmacology	2

Year I Second Semester

BIO 216	Human Pathophysiology	4
NUR 106	Medical Surgical Nursing Concepts	9
NUR 150	Obstetric & Pediatric Nursing	7
NUR 169	Transition into Practical Nursing (optional summer only)	(5)

Year II First Semester

NUR 206	Advanced Concepts of Medical-Surgical Nursing I	8
NUR 211	Nursing Care of Psychiatric Clients	4
NUR 212	Advanced Concepts of Pharmacology	2

Year II Second Semester

NUR 216	Advanced Concepts of Medical-Surgical Nursing II	6
NUR 230	Leadership, Management & Trends	5
Humanities or Social Behavior Elective from gtPathways		3

Total Nursing Credits **51**

Total Credits **80**

Students are eligible to apply to write the NCLEX-PN at the successful completion of the first year of nursing courses and NUR 169 Transition into Practical Nursing (minimum of C grade) Students are eligible to apply to write to NCLEX-RN at the successful completion of the second year of nursing courses. Students may also complete any of the other general education/science courses prior to entry in nursing courses.

Nursing: LPN Advanced Placement Option

Associate of Applied Science Degree

Recommended basic skills standards are:

- Basic Computer Literacy
- BIO 111
- ENG 090
- MAT 090
- REA 090

Pikes Peak Community College offers an advanced placement associate degree program for licensed practical nurses. Prior LPN course work from an accredited practical/vocational nursing program within the USA and a Colorado LPN license in good standing transfer for 27 credits by the Colorado Articulation Model.

Admission criteria for the state community college nursing programs are standardized and subject to change. PPCC nursing program maintains a competitive admission process. Students should complete the LPN to RN nursing program application to the PPCC nursing program after completing all pre-requisites by picking up a copy of the

application from the HENPS division or downloading a copy from the PPCC nursing website at <http://www.ppcc.edu/programs/nursing/>. Students must pass the FBI fingerprinting screen to determine application eligibility.

Prerequisite Courses

Must be completed with a minimum GPA of 2.5			
BIO 201	Human Anatomy & Physiology I: SC1		4
BIO 202	Human Anatomy & Physiology II: SC1		4
BIO 204	Microbiology: SC1		4
ENG 121	English Composition I: CO1		3
PSY 235	Human Growth & Development: SS3		3

Must be completed prior to entry with a minimum grade of C			
BIO 216	Human Pathophysiology		4
HPR 108	Nutrition		1
MAT 103	Math for Clinical Calculations		3
NUR 189	Transition from LPN to ADN (Taken only after acceptance)		4

Other requirements are the same as the Registered Nurse Associate of Applied Science Degree with the PN exit option. Details on the nursing programs can be found on the PPCC website under nursing.

Certificate

Nursing Assistant

Students are eligible to apply to write the State certificate exam for Nurse Aide after completion of NUA 101, NUA 170 and NUA 171. Students completing NUA 171 in addition to NUA 101 and NUA 170 are eligible to receive a certificate from PPCC.

NUA 101	Nurse Aide Health Care Skills		4
NUA 170	Nurse Assistant Clinical Experience		1
NUA 171	Advanced Nurse Aide Clinical		1
			<hr/>
Total Credit Hours			6

Other courses for nursing assistants			
NUA 105	Home Health Aide Theory		2
NUA 180	Home Health Aide Internship		3

Outdoor Leadership & Recreation Technology

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 090
- MAT 060
- REA 090

Are you interested in exploring your passion, developing your outdoor skills, gaining leadership experience, or finding employment doing what you love? The world of careers is open to students pursuing an Outdoor Leadership and Recreation Technology degree. From guiding mountaineering trips in the Colorado Rockies to teaching environmental education courses to presenting wildlife programs at local nature centers, this program provides background education in a wide scope of industry career paths.

This two-year AAS degree includes a variety of certification classes, hands-on learning opportunities and a diverse elective list allowing students to enhance outdoor skills in their specific area of interest. Training emphases include outdoor leadership, field studies, group dynamics, risk management, web design, wilderness skills, and low-impact techniques for environmental stewardship. To enhance the learning process, students will utilize their education by applying skills developed within the program to an internship of their choosing.

Non-degree seeking students can complete one or more of the four certificate options, learning specialized outdoor skills in shorter period of time. Coursework completed in certificate options may be applied to the Outdoor Leadership and Recreation Technology degree.

Students may complete academic deficiencies concurrently with the beginning courses in the program. Students must arrange with advisors to remedy deficiencies in program requirements. Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Courses

BIO 148	Basic Ecology		4
or			
ENV 101	Introduction to Environmental Science		(4)
CIS 118	Introduction to PC Applications		3
or			
CSC 105	Computer Literacy		(3)
COM 115	Public Speaking		3
or			
COM 214	Natural Resource Interpretation		(3)
ENG 131	Technical Writing		3
or			
BUS 217	Business Communication & Report Writing		(3)
MAT 107	Career Math		3
			<hr/>
			16

Other Course Requirements

ADG 125	Leave No Trace		1
ADG 225	Risk Management for Outdoor Professionals		1
HWE 129	Wilderness First Responder		4
MGD 141	Web Design I		3
or			
MGD 111	Adobe Photoshop I		(3)
NRE 236	Public Relations of Natural Resources		2
OUT 120	Orienteering		1
OUT 187	Cooperative Education Internship		3
OUT 216	Challenge Course Facilitation		2
OUT 232	Mountaineering		4
PED 154	Backpacking		2
PED 165	Wilderness Survival Skills		3
PED 167	Basic Search & Rescue		3
PED 206	Ski Conditioning		1
PER 128	Introduction to Recreation		2
PER 152	Avalanche Safety		1
PER 160	Wilderness Ethics		3
PER 161	Backcountry Cooking		1
PER 168	Outdoor Equipment & Facilities		1
PER 200	Outdoor Recreation Programming		3
PER 252	Principles of Outdoor Recreation		3
PER 253	Outdoor Leadership		2
PER 256	Mountaineering Teaching Concepts		3
Electives Choose ten (10) from electives list below			<hr/>
			10
			59

Total Credit Hours 75

Outdoor Leadership and Recreation Technology Approved Electives

Choose 10 credit hours from the list of approved electives below:

ADG 105	Best Tasting Wild Plants		2
BIO 149	Plant Taxonomy		4
GEY 111	Physical Geology: SC1		4
HIS 225	Colorado History: HI1		3
PED 124	Mountain Biking		1
PED 127	Introduction to Fly-fishing		1
PED 129	Scuba Diving		1
PED 131	Nordic Skiing		1
PED 132	Snowshoeing		1
PED 133	Beginning Snowboarding		1

PED 134	Advanced Snowboarding	1
PED 141	Beginning Alpine Skiing	1
PED 150	Rock Climbing I	2
PED 151	Rock Climbing II	2
PED 152	Beginning Ice Climbing	1
PED 153	Hiking	1
PED 154	Backpacking	2
PED 155	Outdoor Expedition I	3
PED 159	Colorado Fourteeners	2
PED 161	Beginning Kayaking	1
PED 166	Winter Wilderness Survival Skills	2
PED 227	Advanced Fly-fishing	1
PED 252	Ice Climbing II	2
PED 255	Outdoor Expedition II	3
PED 256	Outdoor Expedition III	3
PER 153	Whitewater Rafting Guide	2
PER 154	Avalanche Safety Level II	2

Certificates

Desert Field Studies

ADG 125	Leave No Trace	1
HWE 129	Wilderness First Responder	4
OUT 112	Desert Orientation	2
OUT 113	Canyon Orientation	2
OUT 118	River Orientation	2
OUT 119	Swift Water Rescue Tech 1	1
OUT 120	Orienteering	1
PED 150	Rock Climbing I	2
PED 151	Rock Climbing II	2
PED 161	Beginning Kayaking	1
PED 165	Wilderness Survival Skills	3
PED 167	Basic Search & Rescue	3
PER 153	Whitewater Rafting Guide	2
PER 161	Backcountry Cooking	1
PER 253	Outdoor Leadership	2

Total Credit Hours

29

Mountain Field Studies

ADG 125	Leave No Trace	1
HWE 129	Wilderness First Responder	4
OUT 111	Mountain Orientation	2
OUT 120	Orienteering	1
PED 127	Introduction to Fly-fishing	1
PED 150	Rock Climbing I	2
PED 151	Rock Climbing II	2
PED 157	Basic Mountaineering	3
PED 159	Colorado Fourteeners	2
PED 165	Wilderness Survival Skills	3
PED 167	Basic Search & Rescue	3
PER 128	Introduction to Recreation	2
PER 152	Avalanche Safety	1
PER 154	Avalanche Safety Level II	2
PER 161	Backcountry Cooking	1
PER 253	Outdoor Leadership	2

Total Credit Hours

32

Water Recreation Studies

ADG 125	Leave No Trace	1
HWE 129	Wilderness First Responder	4
OUT 113	Canyon Orientation	2
OUT 118	River Orientation	2
OUT 119	Swift Water Rescue Tech 1	1
OUT 120	Orienteering	1
PED 127	Introduction to Fly Fishing	1
PED 129	SCUBA Diving	1
PED 165	Wilderness Survival Skills	3
PED 167	Basic Search & Rescue	3
PED 237	Paddle Sports	2
PER 153	Whitewater Rafting Guide	2
PER 161	Backcountry Cooking	1
PER 253	Outdoor Leadership	2

Total Credit Hours

26

Winter Field Studies

ADG 125	Leave No Trace	1
HWE 129	Wilderness First Responder	4
OUT 111	Mountain Orientation	2
OUT 120	Orienteering	1
PED 132	Snowshoeing	1
PED 141	Beginning Alpine Skiing	1
PED 152	Beginning Ice Climbing	1
PED 166	Winter Wilderness Survival Skills	2
PED 167	Basic Search & Rescue	3
PED 224	Alpine Snow Climbing	2
PED 252	Ice Climbing II	2
PER 152	Avalanche Safety	1
PER 154	Avalanche Safety Level II	2
PER 161	Backcountry Cooking	1
PER 253	Outdoor Leadership	2

Total Credit Hours

26

Paralegal

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 060
- REA 090

For more than three decades, the Paralegal program has been educating and training students to meet the needs of the local legal market, while providing students with opportunities beyond the law office environment. The program is an institutional member of the American Association for Paralegal Education, the National Association of Legal Assistants / Paralegals, and the National Federation of Paralegal Associations.

The objectives of the program are to (1) train students for employment as paralegals in a variety of legal settings; (2) provide opportunities for students who wish to upgrade existing job skills; and (3) provide coursework and transfer information to students who are interested in continuing their education.

Graduates will be qualified to perform basic legal research, draft various legal documents, conduct client and witness interviews, participate in basic fact-finding and investigation, and assist in trial preparation. They will also be knowledgeable about the rules of professional and ethical conduct.

Graduates are not authorized to practice law. The Paralegal program provides training perform substantive legal work under the supervision of a licensed attorney.

General Education Courses Part I

COM 115	Public Speaking	3
ENG 121	English Composition I: CO1	3
ENG 122	English Composition II: CO1	3
MAT 107	Career Math	3
	or	
MAT 109	Geometry	(3)
	or	
MAT 120	Mathematics for the Liberal Arts: MA1	(4)
	or	
MAT 121	College Algebra: MA1	(4)
POS 111	American Government: SS1	3
		<u>3</u>
		15.16

General Education Part II

Select 2 courses (6-9 credit hours) from the following:

NOTE: Students may be allowed to substitute one or more of the courses from the General Education, Part II list below with one or more courses from the list of approved AAS General Electives, found in the College Catalog. Students wishing to take one or more courses other than those listed should consult with the Paralegal Program Chair.

AST 101	Astronomy I: SC1	4
BIO 105	Science of Biology: SC1	4
CHE 101	Introduction to Chemistry I: SC1	5
FRE 101	Conversational French I	3
GEO 106	Human Geography: SS2	3
GEO 107	Physical Geography	3
GEY 111	Physical Geology: SC1	4
HIS 101	Western Civilization: Antiquity–1650: HI1	3
HIS 102	Western Civilization: 1650–Present: HI1	3
HIS 201	U.S. History to Reconstruction: HI1	3
HIS 202	U.S. History since Civil War: HI1	3
HUM 121	Early Civilizations: AH2	3
PHI 111	Introduction to Philosophy: AH3	3
PHY 101	Basic Physics	4
PSY 101	General Psychology I: SS3	3
SOC 101	Introduction to Sociology I: SS3	3
SPA 101	Conversational Spanish I	3

Technology Requirement

Paralegal students are required to take CIS 118 or an alternate course as described herein. Students entering with strong computer skills are urged to request a waiver of CIS 118 by applying to the Division of Mathematics and Technology. Waiving will require proof of competency via completion of a self test and a structured interview with a faculty member from the CIS or CSC department. Waiver requires the credits be replaced by a computer course from the list below.

CIS 118	Introduction to PC Applications	3
CIS 135	Complete PC Word Processing	3
CIS 145	Complete PC Database	3
CIS 155	PC Spreadsheet Concepts	3
CIS 165	Complete Presentation Graphics	3

Other Course Requirements

NOTE: Students must successfully complete any College Preparatory (under 100 level) courses before enrolling in PAR 115 or subsequent PAR courses.

PAR 114	Computers & the Law	3
PAR 115	Introduction to Law	3
PAR 116	Torts	3
PAR 118	Contracts	3

PAR 125	Property Law	3
PAR 127	Legal Ethics	3
PAR 201	Civil Litigation	3
PAR 213	Legal Research & Writing	3
PAR 289	Capstone	3
Electives Choose twelve (12) credit hours from electives below		<u>12</u>
		39

Total Credit Hours

63-67

Paralegal Approved Electives

Choose twelve (12) credit hours from the electives below. Students are encouraged, but not required, to choose courses from only one (1) of the tracks below.

Civil Law Track

PAR 117	Family Law	3
PAR 206	Business Organizations	3
PAR 208	Probate & Estates	3
PAR 218	Bankruptcy	3
PAR 287	Cooperative Education	3

Criminal Law Track

CRJ 111	Substantive Criminal Law	3
CRJ 112	Procedural Criminal Law	3
CRJ 210	Constitutional Law	3
CRJ 216	Juvenile Law & Procedures	3
PAR 205	Criminal Law	3
PAR 287	Cooperative Education	3

Certificate

Paralegal

NOTE: The certificate program offering is only available to students who possess (at the time of entry into the program) an academic associate's degree (Associate of Arts or Associate of Science) or HIGHER from a regionally accredited college or university. Students not possessing a degree must enroll in the Paralegal Associate of Applied Science degree program.

PAR 114	Computers & the Law	3
PAR 115	Introduction to Law	3
PAR 116	Torts	3
PAR 118	Contracts	3
PAR 125	Property Law	3
PAR 127	Legal Ethics	3
PAR 201	Civil Litigation	3
PAR 213	Legal Research & Writing	3
PAR 289	Capstone	3

Electives Choose nine (9) credit hours from the electives below 9

Total Credit Hours

36

Paralegal Approved Electives

Choose nine (9) credit hours from the electives below. Students are encouraged, but not required, to choose courses from only one (1) of the tracks below.

Civil Law Track

PAR 117	Family Law	3
PAR 206	Business Organizations	3
PAR 208	Probate & Estates	3
PAR 218	Bankruptcy	3
PAR 287	Cooperative Education	3

Criminal Law Track

CRJ 111	Substantive Criminal Law	3
CRJ 112	Procedural Criminal Law	3
CRJ 210	Constitutional Law	3
CRJ 216	Juvenile Law & Procedures	3
PAR 205	Criminal Law	3
PAR 287	Cooperative Education	3

Pharmacy Technician

Associate of Applied Science Degree

The Pharmacy Technician Program is accredited by the American Society of Health-System Pharmacists

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

Pharmacy Technicians assist and support licensed pharmacists in providing health care and medications to patients. The pharmacy technician has broad knowledge and training in pharmacy, however does not require the advanced college education required of a licensed pharmacist. Pharmacy technicians perform the practical duties, allowing the pharmacist to focus on patient education, pharmaceutical care and medication management.

Admission to the college does not assure admission to the pharmacy technician program. All students interested in the pharmacy technician program who do not have previous college courses must complete the PCC placement exams prior to being advised. Admission to the pharmacy technician program is accomplished through an application and selection process. Students can pick up a Pharmacy Technician Program Admission Application at the HENPS Division office at either the Centennial or Rampart Range Campus. **NO APPLICATION WILL BE REVIEWED THAT IS NOT FULLY COMPLETED.** Once completed, please submit to the Pharmacy Technician Program Coordinator and make an appointment to review necessary information at that time.

Students should complete specific program prerequisites and meet with the PHT Program Director prior to submitting the pharmacy technician application. Courses to be completed prior to application to the program are CSC 105, ENG 090, MAT 090, MAT 103, and REA 090.

Upon provisional acceptance, the program director will notify the student of dates needed to obtain additional information.

- **Criminal background check**
- **Drug Screen**
- **Health statement/immunizations**

General Education Courses

CSC 105	Computer Literacy	3
ENG 121	English Composition I: CO1	3
MAT 103	Math for Clinical Calculations	3
PHI 112	Ethics: AH3	3
PSY 101	General Psychology I: SS3	3
		<u>3</u>
		15

Other Course Requirements

CHE 101	Introduction to Chemistry: SC1	5
COM 125	Interpersonal Communications	3
HPR 101	Customer Service in Healthcare	2
HPR 178	Medical Terminology	2
HWE 103	Community First Aid & CPR	1
PHT 111	Orientation to Pharmacy	3
PHT 112	Pharmacy Law	2
PHT 114	Computer Skills for Pharmacy Techs	1
PHT 115	Pharmacology of the GI, Renal, Reproductive, Immune, Dermatologic Systems	3
PHT 116	Institutional Pharmacy	3
PHT 118	Pharmacology of the Nervous, Endocrine, Musculoskeletal Systems	3
PHT 119	Community Pharmacy	3
PHT 170	Pharmacy Clinical: Hospital	4
PHT 171	Pharmacy Clinical: Community	4
PHT 235	Pharmaceutical Calculations & Compounding Techniques	4

STUDENTS MUST TAKE TWO OF THE FOLLOWING COURSES

MOT 125	Basic Medical Sciences I	3
MOT 133	Basic Medical Sciences II	3
MOT 135	Basic Medical Sciences III	3
MOT 150	Pharmacology for Medical Assistants	3
		<u>49</u>

Total Credit Hours 64

Certificate

COM 125	Interpersonal Communications	3
PHT 111	Orientation to Pharmacy	3
PHT 112	Pharmacy Law	2
PHT 114	Computer Skills for Pharmacy Techs	1
PHT 115	Pharmacology of the GI, Renal, Reproductive, Immune, Dermatologic Systems	3
PHT 116	Institutional Pharmacy	3
PHT 118	Pharmacology of the Nervous, Endocrine, Musculoskeletal Systems	3
PHT 119	Community Pharmacy	3
PHT 170	Pharmacy Clinical: Hospital	4
PHT 171	Pharmacy Clinical: Community	4
PHT 235	Pharmaceutical Calculations & Compounding Techniques	4
		<u>4</u>

Total Credit Hours 33

Professional Photography

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 090
- MAT 060
- REA 090

This program prepares the students for entry-level work in some of the following creative and exciting areas: portrait, commercial, outdoor, photojournalism, product, and fine-art photography. In addition students may enter support industries, which include: photo digital imaging and enhancement and photo lab technician. Students receive a blend of knowledge in technical camera skills, composition and creative thought, and computer software. Students will also choose from a variety of course electives.

Maximizing student success in the Professional Photography program is the department goal. The program faculty recommends that students develop the following desirable skill and knowledge foundations to enhance student success:

- Advanced college level study skills
- Working knowledge of algebraic principles and basic measurement
- College-level reading, writing, comprehension, and study skills
- Working knowledge and application of college-level English
- Demonstrated time management skills
- Keyboarding, mouse and computer experience.

It is strongly recommended that students see an advisor for program planning. Students may complete basic skill deficiencies concurrently with the beginning courses in the program. Students must arrange with advisors to remedy deficiencies in program requirements. Please call (719) 502-3130 for advising.

Students can access detailed descriptions of each program course under the ART, PHO, and MGD prefixes lists.

General Education Courses:

ART 110	Art Appreciation	3
COM 115	Public Speaking	3
	or	
COM 125	Interpersonal Communication	(3)
CSC 105	Computer Literacy	3
ENG 121	English Composition I: CO1	3
MAT 107	Career Math	3
		<hr/> 15

Other Course Requirements

ART 113	History of Photography	3
ART 138	Film Photography I	3
	or	
ART 244	Digital Photo Studio	(3)
ART 143	Digital Photography I	3
ART 251	Portrait Photography	3
ART 280	Internship	2
MGD 111	Adobe Photoshop I	3
MGD 268	Commercial Art Business	2
PHO 226	Digital Workflow Management	3
PHO 232	Professional Portraiture	3
PHO 234	View Camera/Lighting Technique	3
PHO 236	Product Photography	3
PHO 260	Events & Wedding Photography	3
	Electives Choose fifteen (15) from electives list below	15
		<hr/> 49

Total Credit Hours 64

Approved Electives

ART 118	Art Sampler	1
ART 139	Photography II	3
ART 144	Nonsilver Processes	1
ART 207	Art History - 1900 to Present: AH1	3
ART 243	Digital Photography II	3
ART 252	Landscape Photography Workshop	2
BUS 115	Introduction to Business	3
MGD 259	Management & Production	3
PHO 105	Photo & Computer Orientation	2
PHO 235	Architectural Photography	3

Pikes Peak Regional Law Enforcement Academy

Certificate

Recommended basic skills standards are

- ENG 090
- MAT 030
- REA 090

The Pikes Peak Regional Law Enforcement Academy provides qualified individuals the opportunity to gain the skills to become a law enforcement officer. The Academy offers a basic recruit curriculum sanctioned by the Peace Officers Standards and Training (P.O.S.T.). During their enrollment, students take approximately 525 hours of coursework. At the end of the training program, P.O.S.T. administers the final certification exam. Those who successfully complete the exam are granted P.O.S.T. certification for three years. Colorado State Law requires that all individuals be P.O.S.T. certified prior to applying to a law enforcement agency.* Candidates will be subject to appropriate background checks.

Admission to the Pikes Peak Regional Law Enforcement Academy is accomplished through an application and selection process. Admission to the college does not guarantee admission into the Academy.

Additional requirements for admission to the Pikes Peak Regional Law Enforcement Academy may apply.

*Some agencies may require employees to attend their academy as a condition of employment.

LEA 101	Basic Police Academy I	6
LEA 102	Basic Police Academy II	12
LEA 103	Basic Law Enforcement Academy III	2
LEA 104	Basic Law Enforcement Academy IV	1
LEA 105	Basic Law	8
LEA 106	Arrest Control Techniques	3
LEA 107	Law Enforcement Driving	3
LEA 108	Firearms	3
PED 110	Fitness Center	1
		<hr/> 39

Total Credit Hours 39

Radio & Television

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 060
- MAT 030
- REA 090

The Radio & Television degree program prepares students to enter the television and radio broadcast industry. Students will learn to write, produce, and package programs for the broadcast and video production community. To enhance the learning process, students will also complete internships at local broadcast and/or video production facilities. Upon successful completion of the degree program, students may gain employment as announcers, producers, directors, writers, board operators, as well as in other non-broadcast occupations, in audio and video production.

Students who elect to complete a certificate program learn specialized broadcast skills in a shorter period of time. Coursework completed in the certificate program may be applied to one of the options in the Associate of Applied Science Degree program.

Students may complete deficiencies concurrently with the beginning courses in the program. Students must arrange with advisors to remedy deficiencies in program requirements.

General Education Courses

ANT 101	Cultural Anthropology: SS3	3
	or	
SOC 101	Introduction to Sociology I: SS3	(3)
BTE 100	Computer Keyboarding	1
BUS 115	Introduction to Business	3
CIS 115	Introduction to Computers	3
	or	
CIS 118	Introduction to PC Applications	(3)
ENG 121	English Composition I: CO1	3
	or	
COM 115	Public Speaking	(3)
MAT 107	Career Math	3
		<u>16</u>

Other Course Requirements

RTV 100	Introduction to Telecommunications	2
RTV 101	Radio Programming & Production I	3
RTV 102	Beginning Television Production	3
RTV 103	Writing for Television & Radio	3
	or	
RTV 104	Corporate Scriptwriting	(3)
RTV 106	Radio Programming & Production Lab I	3
RTV 107	Television Studio Production	3
RTV 108	Principles of Audio	3
RTV 110	News Writing & Reporting	3
	or	
JOU 106	Fundamentals of Reporting	(3)
RTV 208	Basic Video Production	3
	or	
MGD 164	Digital Editing I	(3)
RTV 211	Radio Programming & Production II	3
	or	
RTV 212	Advanced Television Production	(3)
RTV 216	Radio Programming & Production Lab II	3
	or	
RTV 217	Advanced TV Studio Production	(3)
RTV 180	Internship-KEPC Radio	4
	or	

RTV 182	Internship-Radio Station/Audio Production Company	(4)
	or	
RTV 183	Internship-Television Station/Video Production Company	(4)
RTV 284	Internship in Telecommunications	3
Electives Choose six (6) credit hours from list below		<u>6</u>
		45

Total Credit Hours

61

Approved Electives

RTV 109	Radio Broadcast Technical Operations	2
RTV 180	Internship-KEPC Radio	4
RTV 182	Internship-Radio Station/Audio Production	4
RTV 183	Internship-TV Station/Video Production Co.	4
RTV 211	Radio Programming & Production II	3
RTV 212	Advanced Television Production	3
RTV 216	Radio Programming & Production Lab II	3
RTV 217	Advanced TV Studio Production	3
RTV 218	Advanced Videotape Editing	3
RTV 280	Internship-TV Station/Video Production II	3
RTV 281	Internship in News-KEPC Radio	3
RTV 282	Internship-KEPC II	3
RTV 283	Internship-Radio Station/Audio Production II	3

Certificates

Radio

RTV 101	Radio Programming & Production I	3
RTV 103	Writing for TV & Radio	3
	or	
RTV 104	Corporate Scriptwriting	(3)
RTV 106	Radio Programming & Production Lab I	3
RTV 108	Principles of Audio	3
RTV 109	Radio Broadcast Technical Operations	2
RTV 110	News Writing & Reporting	3
RTV 180	Internship-KEPC Radio	4
RTV 182	Internship-Radio Station/Audio Production	4
RTV 211	Radio Programming & Production II	3
RTV 216	Radio Programming & Production Lab II	<u>3</u>

Total Credit Hours

31

Advanced Radio Production

RTV 101	Radio Programming & Production I	3
RTV 106	Radio Programming & Production Lab I	3
RTV 211	Radio Programming & Production II	3
RTV 216	Radio Programming & Production Lab II	<u>3</u>

Total Credit Hours

12

Advanced Radio Operations

RTV 101	Radio Programming & Production I	3
RTV 106	Radio Programming & Production Lab I	3
RTV 109	Radio Broadcast Technical Operations	2
RTV 180	Internship-KEPC Radio	4
RTV 182	Internship-Radio Station/Audio Production	4
RTV 211	Radio Programming & Production II	3
RTV 216	Radio Programming & Production Lab II	<u>3</u>

Total Credit Hours

22

Television

BTE 100	Computer Keyboarding	1
RTV 102	TV Production	3
RTV 103	Writing for TV & Radio	3
	or	
RTV 104	Corporate Scriptwriting	(3)
RTV 107	TV Studio Production	3
RTV 181	Internship–College/Interactive TV Studio	4
RTV 183	Internship–TV Station/Video Production Co.	4
RTV 208	Basic Video Production	3
RTV 212	Advanced TV Production	3
RTV 217	Advanced Studio Production	3
RTV 218	Advanced Videotape Editing	3

Total Credit Hours **30**

Advanced TV Production

RTV 102	Beginning Television Production	3
RTV 107	TV Studio Production	3
RTV 212	Advanced Television Production	3
RTV 217	Advanced TV Studio Production	3
RTV 218	Advanced Video Tape Editing	3

Total Credit Hours **15**

Advanced TV Production and Video Editing

RTV 102	Television Production	3
RTV 107	TV Studio Production	3
RTV 208	Basic Video Production	3
RTV 212	Advanced TV Production	3
RTV 217	Advanced TV Studio Production	3
RTV 218	Advanced Video Tape Editing	3

Total Credit Hours **18**

Sign Language Interpreter Preparation

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 090
- MAT 060
- REA 090

This program prepares students for entry-level employment as either interpreters or transliterators or both for deaf and hard of hearing individuals.

Students must apply for admission to the Interpreter Preparation Program. In order to be accepted into the program, students must demonstrate proficiency in American Sign Language. This may be accomplished by passing a proficiency test or by completing ASL 121 with a C grade or better and ASL 122 with a B grade or better. Contact the Interpreter Preparation Office at 719-502-3500 for more details about applying.

Students must earn a B or better in ASL skills classes to advance to the next level. To enroll in internship (IPP 281) students must have a B average with no more than one C grade in IPP 225, IPP 227, IPP 229, or ASL 222.

Program prerequisite: ENG 090, MAT 060, REA 090 or placement scores of ENG 121, MAT 090, and REA 090 or higher.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Courses

ANT 101	Cultural Anthropology: SS3	3
CIS 118	Introduction to PC Applications	3
	or	
CSC 105	Computer Literacy	(3)
COM 115	Public Speaking	3
ENG 121	English Composition I: CO1	3
MAT 107	Career Math (or higher)	3
		15

Other Course Requirements

ASL 123	American Sign Language III	5
ASL 215	ASL Literature	3
ASL 221	American Sign Language IV	3
ASL 222	American Sign Language V	3
IPP 121	Aspects of Interpreting I	3
IPP 122	Aspects of Interpreting II	3
IPP 125	Oral Transliterating	2
IPP 131	Text Analysis	3
IPP 132	Interpretation Analysis	3
IPP 145	Deaf People in Society	2
IPP 147	Survey of Deaf Culture	3
IPP 205	Educational Interpreting	4
IPP 207	Specialized & Technical Communication	2
IPP 225	English to ASL Interpreting	3
IPP 227	ASL to English Interpreting	3
IPP 229	Transliterating	3
IPP 235	Advanced Interpreting	4
IPP 279	Interpreter Seminar	3
IPP 281	Internship	5

Total Credit Hours **75**

Certificate

Basic ASL Communication Skills

The ASL certificate is for students who want to broaden their horizons by learning a new language and who plan to use their skills for casual communication as opposed to professional interpreting. ASL is the fourth most commonly used language in the United States and can be a valuable asset in any field that is customer or consumer related. In today's competitive market, every additional skill on your resume places you one step closer to your dream job. This certificate can be a starting point for your new career or can enhance any established degree or profession.

ASL 123	American Sign Language III	5
ASL 221	American Sign Language IV	3
IPP 121	Aspects of Interpreting I	3
IPP 145	Deaf People in Society	2
IPP 147	Survey of Deaf Culture	3

Total Credit Hours **16**

Social Services Technician

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 090
- MAT 060
- REA 090

This program prepares students to enter the social services career field at the paraprofessional level. The training includes individual casework skills, group skills, case management skills, and family group work skills. Students participate in supervised work experience in various social agencies within the community which often serves as an avenue to obtaining employment. Elective courses are offered to help students learn more advanced skills.

Social Services Technician faculty recommends that in order to maximize the chances of success, students possess foundational skills in the following areas:

- Effective study skills
- Basic math skills
- Reading and comprehension skills
- Working knowledge and application of English skills
- Time management and problem solving skills

Students who want individualized program planning suggestions are encouraged to consult program faculty. Please call 719-502-3180 to schedule an appointment.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

NOTE: To be employed in the social work field it is expected that you will be able to pass background checks. This will include fingerprinting for the Colorado Bureau of Investigation and a Central Registry Inquiry.

General Education Courses

CSC 105	Computer Literacy	3
ENG 121	English Composition I: CO1	3
	and	
ENG 122	English Composition II: CO2	3
	or	
COM 225	Introduction to Organizational Communication	(3)
	and	
ENG 131	Technical Writing I	(3)
MAT 107	Career Math	3
PSY 101	General Psychology I: SS3	3
SOC 101	Introduction to Sociology I: SS3	3
SOC 102	Introduction to Sociology II: SS3	3
		<u>21</u>

Other Course Requirements

SWK 100	Introduction to Social Work	3
SWK 105	Application of Group Counseling	3
SWK 106	Introduction to Alcohol & Drugs	3
SWK 180	Internship I	6
SWK 181	Internship II	6
SWK 201	Human Behavior in the Social Environment I	3
SWK 202	Human Behavior in the Social Environment II	3
SWK 205	Social Welfare in the U.S.	3
SWK 208	Social Work Case Management	3
SWK 222	Introduction to Social Work Practice	3
SWK 280	Internship III	6
		<u>42</u>
Total Credit Hours		63

Certificates

Certified Addiction Counseling

Pending State Approval

CSL 260	Client Records Management	1
CSL 268	Addiction Counseling Skills	1.5
CSL 269	Principles of Addiction Treatment	1.5
CSL 245	Professional Ethics	1
CSL 255	Infectious Diseases/Alcohol & Drugs	1
CSL 265	Counseling Diverse Treatment Populations	1
CSL 250	Motivational Interviewing	1
CSL 251	Pharmacology I for Counselors	1
CSL 252	Pharmacology II for Counselors	1
CSL 253	Cognitive Behavioral Therapy	1
SWK 105	Group Counseling	3
SWK 208	Social Work Case Management	3
		<u>3</u>

Total Credit Hours

17

Social Services

SOC 101	Introduction to Sociology I: SS3	3
SWK 100	Introduction to Social Work	3
SWK 180	Internship I	6
SWK 201	Human Behavior in the Social Environment I	3
SWK 205	Social Welfare in the U.S.	3
SWK 208	Social Work Case Management	3
SWK 222	Introduction to Social Work Practice	3
	Elective*	3
		<u>3</u>

Total Credit Hours

27

*Students must consult with advisors for selection of elective courses.

Case Management Open Field Placement – Internship

SWK 180	Internship I	6
SWK 205	Social Welfare in the U.S.	3
SWK 208	Social Work Case Management	3
SWK 222	Introduction to Social Work Practice	3
		<u>3</u>

Total Credit Hours

15

Child Welfare

SWK 180	Internship I	6
SWK 205	Social Welfare in the U.S.	3
SWK 208	Social Work Case Management	3
SWK 222	Introduction to Social Work Practice	3
PSY 247	Child Abuse & Neglect	3
		<u>3</u>

Total Credit Hours

18

Gerontological

SOC 201	Introduction to Gerontology	3
SWK 180	Internship I	6
SWK 205	Social Welfare in the U.S.	3
SWK 208	Social Work Case Management	3
SWK 222	Introduction to Social Work Practice	3
		<u>3</u>

Total Credit Hours

18

Substance Abuse

SWK 106	Introduction to Alcohol & Drugs	3
SWK 180	Internship I	6
SWK 205	Social Welfare in the U.S.	3
SWK 208	Social Work Case Management	3
SWK 222	Introduction to Social Work Practice	3
		<u>3</u>

Total Credit Hours

18

Water & Wastewater Technology

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 090
- MAT 060
- REA 090

The Water and Wastewater Technology Program is designed to prepare students for employment at the technician level in water and wastewater treatment operations. The curriculum includes science and math foundations, water and wastewater treatment techniques, field experiences and group projects. Local career opportunities in this ever growing field will be available to the graduates of this program.

General Education Courses

BIO 111	General College Biology I w/Lab: SC1	5
BIO 204	Microbiology: SC1	4
CHE 101	Introduction to Chemistry I: SC1	5
CIS 118	Introduction to PC Applications	3
	or	
CSC 105	Computer Literacy	(3)
COM 115	Public Speaking	3
	or	
COM 225	Organizational Communication	(3)
ENG 121	English Composition I: CO1	3
	or	
ENG 131	Technical Writing I	(3)
MAT 121	College Algebra: MA1	4
PHY 111	Physics: Algebra-Based I w/Lab: SC1	5
		<u>32</u>

Other Course Requirements

WQM 100	Introduction to Water Quality	3
WQM 105	Specific Calculations for Water Quality	4
WQM 106	Mechanical-Physical Treatment	3
WQM 109	Water Distribution	3
WQM 116	Conventional Surface Water Treatment	3
WQM 119	Basic Water Quality Analysis	4
WQM 118	Wastewater Collection Systems	3
WQM 126	Safety in Water Quality Industry	3
WQM 127	Utility Management	3
WQM 212	Drinking Water Regulations	4
		<u>30</u>
Total Credit Hours		65

Certificates

Small Systems

WQM 126	Safety in Water Quality Industry	3
WQM 127	Utility Management	3
WQM 202	Small Water System Operations & Maintenance	3
WQM 203	Small Wastewater Sys. Operations & Maintenance	3
		<u>12</u>
Total Credit Hours		12

Water Distribution

MAT 121	College Algebra: MA1	4
WQM 109	Water Distribution	3
WQM 126	Safety in Water Quality Industry	3
WQM 127	Utility Management	3
		<u>13</u>
Total Credit Hours		13

Water Treatment

CHE 101	Introduction to Chemistry: SC1	5
MAT 121	College Algebra: MA1	4
WQM 116	Conventional Surface Water Treatment	3
WQM 126	Safety in Water Quality Industry	3
WQM 127	Utility Management	3
		<u>18</u>
Total Credit Hours		18

Wastewater Collection

MAT 121	College Algebra: MA1	4
WQM 118	Wastewater Collection System	3
WQM 126	Safety in Water Quality Industry	3
WQM 127	Utility Management	3
		<u>13</u>
Total Credit Hours		13

Wastewater Treatment

BIO 111	College Biology	5
MAT 121	College Algebra: MA1	4
WQM 106	Mechanical-Physical Treatment	3
WQM 126	Safety in Water Quality Industry	3
WQM 127	Utility Management	3
		<u>18</u>
Total Credit Hours		18

Welding

Associate of Applied Science Degree

Recommended basic skills standards are

- AAA 090
- ENG 060
- MAT 030
- REA 090

Training in welding is offered to those who wish to learn basic welding skills or to upgrade their knowledge in welding and fabrication. All welding classes are offered on a self-paced basis. Classes use course outlines, books, videos, and instructor-assisted instruction with practical hands-on training. Various types and thicknesses of material are welded in all positions with different welding processes. Courses in ornamental ironwork are also available. Three certificate options are available in pipe welding, structural welding, and combination pipe, structural, and advanced processes. The degree program provides students with additional competencies in welding which will enhance their upward mobility.

Students are required to purchase personal protective equipment, tools and text books. Students will receive a list of necessary equipment and books during orientation the first day of the course in which they enroll.

Students may complete deficiencies concurrently with the beginning courses in the program. Students not meeting a course prerequisite must have instructor permission to enroll.

General Education Courses

COM 225	Introduction to Organizational Communication	3
CSC 105	Computer Literacy	3
MAT 107	Career Math	3
	General Education Electives from approved list on page 81	6
		<u>15</u>

Other Course Requirements

MAC 240	CAD/CAM 2D	3
WEL 106	Blueprint Reading for Welders & Fitters	4
WEL 113	Oxyfuel & Plasma Cutting	2
WEL 114	Oxyacetylene Welding	2
WEL 121	Structural Welding I	3
WEL 122	Structural Welding II	3
WEL 124	Introduction to Gas Tungsten Arc Welding	4
WEL 125	Introduction to Gas Metal Arc Welding	4
WEL 200	Advanced CAD/CAM Cutting Processes	4
WEL 205	Introduction to Ornamental Iron	4
WEL 224	Advanced Gas Tungsten Arc Welding	4
WEL 225	Advanced Gas Metal Arc Welding	4
WEL 230	Pipe Welding I	4
WEL 231	Pipe Welding II	4
WEL 240	Pipe Welding Certification	4
WEL 250	Layout & Fabrication	4
		<u>4</u>
		57

Total Credit Hours**72****Certificates**

Courses required for all certificates

MAT 107	Career Math	3
WEL 106	Blueprint Reading for Welders & Fitters	4
WEL 113	Oxyfuel & Plasma Cutting	2
WEL 114	Oxyacetylene Welding	2
WEL 121	Structural Welding I	3
WEL 122	Structural Welding II	3
		<u>3</u>
		17

Basic General Job Entry Skill Level

WEL 124	Introduction to Gas Tungsten Arc Welding	4
WEL 125	Introduction to Gas Metal Arc Welding	4
	Requirements for all certificates	<u>17</u>

Total Credit Hours**25****Pipe**

WEL 230	Pipe Welding I	4
WEL 231	Pipe Welding II	4
	Requirements for all certificates	<u>17</u>

Total Credit Hours**25****Structural**

WEL 124	Introduction to Gas Tungsten Arc Welding	4
WEL 125	Introduction to Gas Metal Arc Welding	4
	Requirements for all certificates	<u>17</u>

Total Credit Hours**25****Combination Pipe, Structural, and Advanced Processes**

WEL 124	Introduction to Gas Tungsten Arc Welding	4
WEL 125	Introduction to Gas Metal Arc Welding	4
WEL 224	Advanced Gas Tungsten Arc Welding	4
WEL 225	Advanced Gas Metal Arc Welding	4
WEL 230	Pipe Welding I	4
WEL 231	Pipe Welding II	4
	Requirements for all certificates	<u>17</u>

Total Credit Hours**41**

Wildland Fire Science

Pending State Approval**Associate of Applied Science Degree**

Recommended basic skills standards are

- AAA 090
- ENG 090
- MAT 060
- REA 090

Wildland Firefighting is a firefighting, emergency management and natural resources interdisciplinary career and profession. This degree will allow the student to develop the competencies and skills to enter this expanding career field and will allow the seasoned wildland firefighter to enhance their experience with an academic program. This degree will prepare you to operate in multiple agency jurisdictions, apply standardized wildland firefighting principles as identified by the National Wildland Coordinating Group; introduce you to the principles of emergency management preparedness, mitigation, response, and recovery; and prepare you to attain a career and to enhance a career in wildland firefighting and related disciplines.

A plan for entry into and completion of the Wildland Fire Science degree should be discussed with one of the Fire Science Coordinators or Faculty. This advising is needed to provide thorough information on the degree requirements and to align the student's experience and certifications to the degree for credit for prior learning, if appropriate, and to advise on the student's academic and career goals.

General Education Courses

CIS 118	Introduction to PC Applications	3
	or	
CSC 105	Computer Literacy	(3)
ENG 121	English Composition I: CO1	3
	or	
ENG 131	Technical Writing I	(3)
ENG 122	English Composition II: CO2	3
	or	
COM 225	Introduction to Organizational Communication	(3)
MAT 107	Career Math or higher level math	3
POS 111	American Government: SS1	3
	or	
PSY 106	Human Relations	(3)
		<u>15</u>

Technical Courses

EMP 101	Principles of Emergency Management	3
FST 102	Principles/Emergency Services	3
FST 103	Occupational Safety & Health for Fire	3
FST 201	Instructional Methodology (Fire Instructor I, II)	3
FSW 100	S-190 Introduction to Wildland Fire Behavior	1
FSW 101	S-130 Firefighting Training	2
FSW 102	S-131 Firefighter Type I	0.5
FSW 104	I-100 Introduction to ICS	0.25
FSW 105	L-180 Human Factors on the Fire Line	0.25
FSW 144	S-215 Fire Operations in the Wildland/Urban Interface	2
FSW 155	I-200, IS-200, Q-436 Basic ICS: ICS for Single Resources & Initial Action Incidents	1.5

FSW 205	S-390 Introduction to Fire Behavior Calculations	2
NRE 102	Introduction to Natural Resources Management	3
PSM 200	National Incident Management System/Interagency Operations	<u>3</u>
		27.5

Electives 17.5
 Elective Choose 17.5 hours from any combination of EMP, EMS, FST, FSW, NRE, PSM courses

Total Credit Hours 60

Zoo Keeping Technology

Associate of Applied Science Degree

Recommended basic skills standards are

- ENG 060
- MAT 090
- REA 090

This program is designed to prepare students to be zoo keeping technicians and animal care professionals. Classes include training in science foundations, animal husbandry, career development, horticulture, exhibit design and veterinary zoo keeping giving the students the background for a career in the animal care professions.

New students must satisfactorily pass a Criminal Background Investigation (CBI) prior to first internship. Failure to pass may jeopardize participation in any internships. CBI tests are at student expense.

General Education Courses

BIO 148	Basic Ecology	4
BIO 150	Animal Biology	4
CIS 118	Introduction to PC Applications	3
	or	
CSC 105	Computer Literacy	(3)
COM 214	Natural Resource Interpretation	3
ENG 131	Technical Writing I	3
MAT 107	Career Math	<u>3</u>
		20

Other Course Requirements

EMS 115	First Responder	3
ENV 101	Introduction to Environmental Science: SC1	4
NRE 236	Public Relations of Natural Resources	2
ZOO 100	Safety/Zoonoses/Hazardous Materials	.5
ZOO 101	Career Development for Zoo keeping	.5
ZOO 105	Reptile & Amphibian Husbandry	4
ZOO 115	Bird Husbandry	4
ZOO 125	Mammal Husbandry	4
ZOO 135	Fish & Aquatic Invertebrate Husbandry	4
ZOO 180	Zoo Keeping Internship I	5
ZOO 181	Zoo Keeping Internship II	5
ZOO 205	Horticulture for the Zoo Keeper	1
ZOO 206	Exhibit Design & Construction	3
ZOO 215	Veterinary Zoo Keeping	4
ZOO 280	Zoo Keeping Internship III	5
Electives	Choose six (6) credit hours from the list below	<u>6</u>
		55

Zoo Keeping Technology Approved Electives

BIO 149	Plant Taxonomy	4
	or	
BIO 154	Biology of Plants	(4)
ZOO 117	Animal Conservation in Captivity	3
	or	
NRE 214	Environmental Issues & Ethics	(3)
ZOO 102	Primates	3
ZOO 104	Animal Training	2
ZOO 106	Adventures in Zoo Design	2
ZOO 200	Advanced Exhibitory Techniques	2
ZOO 207	Animal Behavior	3
ZOO 212	Elephant Management	3
Any AAS approved elective		<u>1-6</u>
Total Credit Hours		75

Other Programs and Courses of Study

Para-Professional Education

Associate of Arts or Science Course of Study/ Associate of General Studies Course of Study

Recommended basic skills standards are

- ENG 090
- MAT 090
- REA 090

Para-professional educators may complete an Associate of Arts, Associate or Science, or Associate of General Studies degree program; or pass a school district designated test. Para-Professional educators seeking degrees at PCC may submit transcripts of completed COTOP Academy course clusters to receive credit for corresponding community college courses. For additional information, please call Wayne Artis at 719-502-3002 or Glenda Carne at 719-502-3237.

Pre-Engineering

Associate of Science Transfer Track

Recommended basic skills standards are

- ENG 090
- MAT 121
- REA 090

The transfer track offers students the requisite fundamental engineering sciences background and the strong mathematical foundation necessary for pursuing upper-level classes in engineering. Because of the varied differences of freshman and sophomore level courses needed for specific engineering programs, it is strongly recommended that students plan a program of study with pre-engineering advisors prior to or during the first term of study. The transfer track, while not necessarily resulting in an AS degree, does offer the equivalent of the course work of the first two years of college engineering studies in preparation for transfer to an engineering school. For additional information, please call 719-502-3600.

Secondary Education Teacher Preparation

Associate of Arts or Science Course of Study

Secondary Education Teacher Preparation allows students to complete a transferable associate of arts or science degree preparing them for transfer to a four-year college or university in Colorado where they can complete their Bachelor's degree and teaching credential in two additional years. Students identify a major and transfer institution prior to enrolling for courses and must meet with their faculty advisor before registering for classes to insure transferability of courses to their chosen institution/major. Areas of Certification in Colorado are Art, Communication, Drama, English Language Arts, Foreign Language, Health, Mathematics, Music, Physical Education, Science, and Social Studies. For additional information, please call Wayne Artis at 719-502-3002 or Glenda Carne at 719-502-3237.

Course Descriptions

Course Numbering System.....	122
Developmental Courses.....	122
Independent Study.....	122
Off-Campus Courses.....	122
Selected Topics.....	122
State-Guaranteed Curriculum.....	122
Work Experience Courses.....	122

Course Numbering System

Each course has a letter and a numeric code. The letters are an abbreviation for the subject. For instance, MAT indicates a mathematics course and ENG an English course.

Courses numbered 100-199 are usually considered freshman level. Sophomore courses are generally numbered between 200 and 299. There are some exceptions to this rule. Courses numbered ENG 030 through ENG 090 and MAT 030 through MAT 099 are developmental and are not applicable to an AA, AS, or AGS degree.

Course numbers and descriptions are subject to change.

Developmental Courses

Developmental courses are numbered from 001 to 099. These are courses that teach basic skills often required to complete other college work. Students may be referred to these courses if their placement test scores do not meet college minimum standards. Though developmental courses may be required to enter a program or enroll in other courses, they do not count toward a degree or certificate.

Independent Study

Independent study classes allow students to develop specialized course goals working independently with an instructor. In this type of class, students meet in person with an instructor and agree to an appropriate course of study to conduct an independent investigation of a problem. One credit hour is awarded for each two hours of contracted special study per week per semester. Enrollment requires approval of the appropriate division director and the chief instructional officer.

Off Campus Courses

Courses that originate at PPCC campuses and include travel to off-campus locations are considered by the institution to be resident courses.

Selected Topics

These courses are available in all disciplines under the 175, 177, 176, 275, 276, 277 series. Developmental courses are 075, 076. These courses meet temporary or special requirements for offerings not in the curriculum and explore the viability of adding the proposed course to the curriculum.

State – Guaranteed Curriculum

The State–Guaranteed Curriculum is a package of courses which will transfer to all public colleges and universities in Colorado (except School of Mines). The core package is part of the associate of arts and associate of science degrees. When transferred as a package, core courses will satisfy the lower division general education requirements for Bachelor of Arts and Bachelor of Sciences degrees provided they are completed with a grade of C or better.

Work Experience Courses

These courses are designed to improve employability and to expand the laboratory or shop capabilities of the institution through the use of community-based facilities. All work (field) experience courses include the following:

- an instructor credentialed in the program area to supervise the off-campus instruction
- activities designed by the instructor
- student attendance at a minimum of one class session per week with the instructor
- a training plan which includes assignments required for completion of the course
- grading according to the established college grading policy
- the same types of assignments and preparation as for on-campus courses.

Accounting

ACC 101 Fundamentals of Accounting

3 Credit Hours • 45 Contact Hours (Lecture)

Presents the basic elements and concepts of accounting, with emphasis on the procedures used for maintaining journals, ledgers, and other related records, and for the completion of end-of-period reports for small service and merchandising businesses.

ACC 115 Payroll Accounting

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ACC 101 or 121 or concurrent enrollment or faculty consent

Studies federal and state employment laws and their effects on personnel and payroll records. The course is non-technical and is intended to give students a practical working knowledge of the current payroll laws and actual experience in applying regulations. Students are exposed to computerized payroll procedures.

ACC 121 Accounting Principles I

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ENG 090, MAT 060

Introduces the study of accounting principles for understanding of the theory and logic that underlie procedures and practices. Major topics include the accounting cycle for service and merchandising companies, special journals and subsidiary ledgers, internal control principles and practices, notes and interest, inventory systems and costing, plant assets and intangible asset accounting, and depreciation methods and practices.

ACC 122 Accounting Principles II

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ACC 121 or equivalent

Continues the study of accounting principles as they apply to partnerships and corporations. Major topics include stocks and bonds, investments, cash flow statements, financial analysis, budgeting, and cost and managerial accounting.

ACC 125 Computerized Accounting

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ACC 101 or 121 or concurrent enrollment

Introduces the capabilities of computer applications in accounting. Includes solving accounting problems of a financial nature and hardware and software controls.

ACC 131 Income Tax

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ACC 121 is strongly recommended

This course is the study of basic concepts of federal income taxation, including gross income, deductions, accounting periods and methods, and property transactions, with emphasis on taxation of individuals and sole proprietorships.

ACC 135 Spreadsheet Applications for Accounting

3 Credit Hours • 45 Contact Hours (Lecture)

This course introduces spreadsheets as an accounting tool. Using an accounting perspective, the student applies fundamental spreadsheet concepts. The spreadsheet is used as a problem solving and decision making tool.

ACC 211 Intermediate Accounting I

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ACC 122, successful completion of or concurrent enrollment in ACC 135 or CIS 155

Focuses on comprehensive analysis of generally accepted accounting principles (GAAP), accounting theory, concepts and financial reporting principles for public corporations. It is the first of a two-course sequence in financial accounting and is designed primarily for accounting and finance majors. Focuses on the preparation and analysis of business information relevant and useful to external users

of financial reports. Explores the theories, principles and practices surveyed in Accounting Principles and critically examines “real-world” financial analysis and reporting issues.

ACC 212 Intermediate Accounting II

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ACC 211

Focuses on the theoretical and practical aspects of accounting for long-term liabilities, stockholders' equity, investments, pensions, and leases. Includes income tax allocation, financial statement analysis, cash flow statements, and accounting methods changes.

ACC 215 Accounting Information Systems & E-Business

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ACC 122

Studies the principles, concepts, and tools used in the analysis, design, implementation and integration of accounting systems, internal controls systems, and accounting procedures. Key elements of system analysis, business systems design, accounting software selection, and the acquisition and implementation of systems are studied. Techniques and systems for electronic control systems, electronic data interchange, electronic funds transfer, and web commerce are explored.

ACC 216 Governmental & Not-for-Profit Accounting

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ACC 121

Addresses concepts of budgetary control as a matter of law and public administration theory. Accounting principles and procedures necessary to implement budgetary controls for governmental units and other not-for-profit institutions and organizations are presented.

ACC 226 Cost Accounting

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ACC 122 or equivalent with minimum grade of C, and ACC 135 or CIS 155

Studies cost accumulation methods and reports. Focuses on the concepts and procedures of job order, process, standard, and direct cost systems, budgeting, planning, and control of costs.

ACC 227 Cost Accounting II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ACC 226

Continues ACC 226 and focuses on the decision making aspects of managerial accounting using electronic spreadsheet applications for assigned problems. Topics include product pricing strategy, capital budgeting, statement of cash flow, and application of linear programming.

ACC 287 Cooperative Education

3 Credit Hours • 135 Contact Hours (Work Experience)

Prerequisite: faculty consent

For Accounting majors only

Provides an opportunity to gain practical experience in applying occupational skills and/or to develop specific skills in a practical work setting. The instructor works with the student to select an appropriate work site, establish learning objectives, and coordinate learning activities with the employer or work site supervisor. For Accounting majors only.

Advancing Academic Achievement

AAA 050 Semester Survival

2 Credit Hours • 30 Contact Hours (Lecture)

Emphasizes basic study skills in order to bolster their chances of completing the current semester successfully.

AAA 090 Academic Achievement Strategies

3 Credit Hours • 45 Contact Hours (Lecture)

Develops personalized approaches to learn and succeed for easier transition into college. Topics include goal-setting, time management, textbook reading strategies, note-taking, test-taking, listening techniques, concentration and memory devices, and critical thinking for student success.

AAA 101 The Student Experience

1 Credit Hour • 15 Contact Hours (Lecture)

Introduces students to college culture and prepares them for the challenges they will face in higher education. Through a series of interactive seminars, students discover learning in a multicultural environment and use college and community resources to attain education and career goals.

AAA 109 Advanced Academic Achievement

3 Credit Hours • 45 Contact Hours (Lecture)

Examines theories and practices associated with successful learning to enhance college success. Areas of study include education and career planning, effective communication, personal management, critical and creative thinking, development of community and awareness of diversity, leadership, and techniques for successful academic performance. Recommended for new and returning students.

Adventure Guide

ADG 100 Outdoor Leadership

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Explores the role of leadership as it applies to guiding in the adventure travel industry. Topics discussed include philosophic approaches, qualification profile, roles and responsibilities, group dynamics, interpersonal communication, professionalism, and various leadership styles.

ADG 102 Introduction to Field Techniques:

Canyoneering

2 Credit Hours • 30 Contact Hours (Lab)

This course will provide students with specific skills that can be used in canyoneering field experiences within remote or difficult locations. This will include the identification of specialized gear; rope management; knots and anchor construction; interpretation of canyon-specific topographic profiles; rating terrain and learning techniques to safely perform high angle descents on rope. These techniques will be applied in a multi-day field experience. Concurrent enrollment in ADG 106 is required. There will be a fee of approximately \$75.00 to cover the cost of food, lodging (if needed), etc.

ADG 105 Best Tasting Wild Plants

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Providing useful information for both enhanced meal preparation and survival situations in the backcountry. Outdoor leaders and backcountry enthusiasts will be introduced to new and stimulating ways to improve meals. It will steer outdoor travelers to the best tasting food sources by making accurate identifications which will result in delicious accents to any backcountry meal. This includes sampling the diet of ancient cultures, or becoming versed in foods to tap for outdoor survival.

ADG 106 Desert Field Studies

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Focuses on the desert ecosystem, flora, fauna, geology, safety and medical emergencies, travel and navigation, current issues, ethics, food planning and preparation, and camping. Leadership and guiding skills are covered. Students participate in a camping field experience at a desert location.

ADG 107 Mountain Field Studies

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Focuses on mountain ecosystems, flora, fauna, geology, safety and medical emergencies, travel and navigation, current issues, ethics, food planning and preparation, and camping. Leadership and guiding skills are covered. Students participate in a camping field experience at a mountain location.

ADG 125 Leave No Trace Certification Course

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

This overnighter (two days and one night) is a certification course in the low-impact guidelines of Leave No Trace (LNT). Participants have the opportunity to practice and demonstrate the LNT principles in a hands-on setting. It is a must for guides, outfitters, outdoor educators, scout/youth group leaders, or anyone who cares about minimizing impact on the Colorado back country. Upon completion, participants will be officially certified as an "LNT Trainer" by Leave No Trace, Inc., and awarded a trainer certificate. This certification is recognized by many outdoor and government agencies. This class is a great outdoor resume enhancer.

ADG 220 Programming for Outdoor Education

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Focuses on the planning, development, and leadership of outdoor education and recreation programs and activities, using a variety of materials and resources. Various outdoor/environmental education curricula and philosophies are examined. Design and development of publication materials and resources are examined.

ADG 225 Risk Management for the Outdoor

Professional

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Introduces risk management in the outdoor environment. Students will gain a better understanding of the inherent risks associated with various outdoor activities. They will learn how to analyze and minimize those risks, how to establish emergency protocols to react to those risks, and how to take the proper steps to resolve the consequences from those risks. After learning to identify, assess and reduce the risk, students will write a risk management plan specific to their area of interest. This course will cover outdoor leadership skills and delve into backcountry emergency situations and scenarios.

ADG 280 Adventure Guide Internship

5 Credit Hours • 225 Contact Hours (Work Experience)

Prerequisite: ADG 100, ADG 220, ADG 125, EMS 115 or faculty consent

Students gain practical experience as interns for public or private adventure outfitters or programs. Includes 225 hours of related field experience in resource technology and work experience in a business or industry. Individual goals, objectives, and bi-weekly progress reports are required.

Agriculture Crops & Soils

AGY 240 Introductory Soil Science

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Focuses on formation, physical properties, chemical properties, and management of soils emphasizing conditions that affect plant growth.

Agriculture Economics

AGE 102 Agriculture Economics

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on economic principles as applied to agriculture through price discovery with producer supply and consumer demand, governmental policies, rural development, and resource management.

American Sign Language

ASL 121 American Sign Language I

5 Credit Hours • 75 Contact Hours (Lecture)

Exposes the student to American Sign Language. Readiness activities are conducted focusing on visual/receptive skills and basic communication. Utilizes the direct experience method. Students must complete this course with a grade of B or higher or pass the ASL proficiency test with a score of at least 80% or better prior to registering for ASL 122 if planning to enroll in the Interpreter Preparation Program.

ASL 122 American Sign Language II

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: ASL 121 or passing the ASL 121 proficiency exam or faculty consent

Develops a basic syntactic knowledge of American Sign Language (ASL), basic vocabulary, and basic conversational skills. Incorporates vital aspects of deaf culture and community. The direct experience method is used to enhance the learning process. Students must complete this course with a grade of B or higher or pass the ASL 121 proficiency test at 80% or better prior to acceptance into the Interpreting and Transliterating Preparation program.

ASL 123 American Sign Language III

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: ASL 122 (Grade of B or higher) or passing the ASL 122 proficiency exam or faculty consent

Provides the student an opportunity to develop a stronger grasp of American Sign Language (ASL), as well as the cultural features of the language. ASL vocabulary is also increased. The direct experience method is used to further enhance the learning process. This course is a continuation of ASL 122 with more emphasis on expressive skills in signing.

ASL 125 Fingerspelling

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ASL 122

Provides the student an opportunity to develop expressive and receptive fingerspelling through various class activities.

ASL 135 Conversational ASL

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: ASL 123 (Grade of C or higher)

Provides the student an extended opportunity to develop a strong grasp of American Sign Language (ASL) as well as the cultural features of the language. It helps the student maintain sign language skill. This course is designed for students who have not met the minimum requirements to continue with ASL 221.

ASL 215 ASL Literature

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ASL 221 (Grade of B or higher)

Provides the student with an opportunity to recognize the impact of Deaf Culture on emerging ASL Literature. Covers non-fiction, fiction, poetry, and drama depicted in readings and videotapes related to everyday lives of Deaf people. Develops insight and appreciation of Deaf literature and its implications for Deaf education.

ASL 221 American Sign Language IV

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: passing ASL 123 (Grade of B or higher) or faculty consent

Continues from ASL 123 to provide further study of American Sign Language (ASL) and its grammar, syntax, and cultural features. Helps students develop competency and fluency in the language. Variations in ASL are addressed.

ASL 222 American Sign Language V

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ASL 221 (Grade of B or higher) or faculty consent

Continues ASL 221 with focus on assimilating previously acquired skills and knowledge and increases proficiency in understanding and using American Sign Language (ASL). Addresses debates in ASL.

Animal Science

ASC 102 Introduction to Equine Science

4 Credit Hours • 60 Contact Hours (Lecture)

Covers the basics of the equine industry, breeds, selection, form to function, care and management, soundness, health, reproduction, feeding, facilities, physiology, production systems and management systems.

ASC 143 Elementary Western Equitation

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Provides the student with an introduction to basic safe handling and riding of the western horse.

ASC 243 Intermediate Western Equitation

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Prerequisite: ASC 143, or faculty consent

Provides the student basic to intermediate horsemanship and maneuvers, improved body position, and advanced control.

ASC 245 Equine Evaluation

3 Credit Hours • 52.5 Contact Hours (30 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: ASC 102 or EQM 151

Focuses on a system of development for evaluating a horse's conformation and its relationship to performance. Covers various aspects of evaluating horses while enhancing the student's deductive reasoning and public speaking skills.

Anthropology

ANT 101 Cultural Anthropology: SS3

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090

Studies human cultural patterns and learned behavior. Includes linguistics, social and political organization, religion, culture and personality, culture change, and applied anthropology.

ANT 107 Introduction to Archaeology: SS3

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090

Introduces the science of recovering the human prehistoric and historic past through excavation, analysis, and interpretation of material remains. Includes a survey of the archaeology of different areas of the Old and New Worlds. Also includes the works of selected archaeologists and discussions of major archaeological theories.

ANT 111 Physical Anthropology: SS3

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090

Studies human biology and its effects on behavior. Includes principles of genetics and evolution, vertebrates and primates, human origins, human variation, and ecology.

ANT 121 Cultures of the Southwest

3 Credit Hours • 45 Contact Hours (Lecture)

Includes the major prehistoric cultures (Paleoindian, Desert Culture, Anasazi, Hohokam, Mogollon) and ethnographic views of the historic cultures (Pueblos, Navajo, Apache, Pima, Papago, Spanish-American, and Anglo-American). The purpose of the study is to trace the stages through which these cultures have passed in order to evaluate environmental influences on human activities and to perceive human influences on the environment.

ANT 201 Introduction to Forensic Anthropology

3 Credit Hours • 45 Contact Hours (Lecture)

Studies the basic principles of forensic anthropology, an applied field within the discipline of physical anthropology. Includes the study of the human skeleton, practical application of physical anthropology and archaeology, and judicial procedure, as they relate to the identification of human remains within a medico-legal context.

ANT 211 Cultural Resource Management

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090

Introduces the cultural resources management requirements of the federal government. Explores the history, purposes, and goals of historic preservation through an examination of cultural, archaeological, and historical resources of the American Southwest.

ANT 215 Indians of North America: SS3

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090

Studies the Indians of North America from the origins of native peoples in the New World, through the development of geographic culture areas, to European contact and subsequent contemporary Native American issues.

ANT 218 Archaeology of the Bible

3 Credit Hours • 45 Contact Hours (Lecture)

Examining the early civilizations and major cities described in the Bible, this course is designed to use the methods and critical examination of archaeology. Students will explore the cultural history of the Near East from the Neolithic period to the end of the Iron Age. Students will focus on the Old Testament starting with the domestication of plants and animals in the Neolithic, followed by the development of villages, and then by cities in Israel, Babylon and Egypt.

ANT 221 Exploring Other Cultures I

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090

Provides an anthropological understanding of a selected culture. Areas of study include the culture's language, processes of enculturation, subsistence patterns and economics, kinship and descent, political organization, religion, art, history, and its reactions to the forces of globalization.

ANT 222 Exploring Other Cultures II

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ANT 221

Provides an anthropological understanding of another selected culture (continuation of ANT 221) with a more in-depth treatment. Areas of study include the culture's language, processes of enculturation, subsistence patterns and economics, kinship and descent, political organization, religion, art, history, and its reactions to the forces of globalization.

ANT 225 Anthropology of Religion

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090

Explores the culturally universal phenomenon of religion. Cross-cultural varieties of beliefs in the supernatural and the religious rituals people employ to interpret and control their worlds are examined.

ANT 263 Anthropology of Folklore

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090

NOTE: this course may be taken without prior introductory courses in anthropology

This course is a cross-cultural examination of oral traditions and verbal arts and how they reflect and preserve cultural values and worldviews. Various narratives (myths, legends, and tales), dramas, poetry, and other structured sayings are considered.

ANT 280 Southwest Field Exploration

2 Credit Hours • 75 Contact Hours (Field)
Prerequisite: ENG 090

Introduces the social, religious, economic, and cultural development of the Anasazi. Major ruins, excavation sites, and laboratory facilities in the Four Corners region are explored.

Arabic

ARA 111 Arabic Language I

5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: ENG 090

Begins a sequence dealing with the development of functional proficiency in listening, speaking, reading and writing the Arabic language.

ARA 112 Arabic Language II

5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: ARA 111 (Grade of C or higher) or faculty consent

Continues Arabic Language I in the development of functional proficiency in listening, speaking, reading and writing the Arabic language. NOTE: The order of the topics and the methodology will vary according to individual texts and instructors.

ARA 211 Arabic Language III

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ARA 112 or faculty consent

Continues Arabic I and II in the development of increased functional proficiency in listening, speaking, reading and writing the Arabic language. NOTE: The order of the topics and the methodology will vary according to individual texts and instructors.

Architectural Engineer/ Construction Management

AEC 218 Sustainable Building Systems

3 Credit Hours • 45 Contact Hours (Lecture)

Investigates the technologies and strategies related to sustainable (green) materials and systems for buildings. Topics include: energy and environmental consciousness/regulations; the high performance building envelope; alternative construction techniques (adobe, cob, rammed earth, straw bale); microclimate/site factors; sustainable/green materials; and passive solar; active thermal solar, photovoltaic energy, wind energy conversion, on site water use/reuse and waste disposal systems.

AEC 220 Surveying

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

The course includes the fundamentals of plane surveying and basic surveying instruments. It emphasizes construction-related aspects of surveying and the development of skills in using surveying field information. Surveying projects are generally covered in coordinated and fieldwork segments.

AEC 226 Construction Scheduling

3 Credit Hours • 45 Contact Hours (Lecture)

Students will research various methods of project scheduling. Emphasis will be placed on critical path method techniques and strategies.

Architectural Technology

ARC 101 Introduction to Architectural Drawing

5 Credit Hours • 90 Contact Hours (45 Lecture, 45 Lecture/
Lab Combination)

Prerequisite: ARC 104 or concurrent enrollment

Introduces representations in architectural drafting: projections, sectioning, pictorial drawings, and architectural representations.

ARC 102 Residential Architecture

5 Credit Hours • 90 Contact Hours (45 Lecture, 45 Lecture/
Lab Combination)

Prerequisite: ARC 101 or permission of instructor

Covers residential planning, wood frame construction, elements of working drawings, free hand sketching, building code requirements, detailing, and structural framing.

ARC 104 Architectural Drawing Theory

4 Credit Hours • 60 Contact Hours (Lecture)

Covers print reading, construction assemblies, terminology, isometric drawings, orthographic projections, and oblique sketching.

ARC 105 Architectural Building Materials I

2 Credit Hours • 30 Contact Hours (Lecture)

Covers construction principles, methods, and materials of soils, foundations, concrete, masonry materials and walls, thermal insulation and moisture protection, and passive solar energy to include properties, applications, manufacture, quality, advantages, and limitations.

ARC 111 Architectural Technology Theory

2 Credit Hours • 30 Contact Hours (Lecture)

Presents architectural design theory, ethics, and Egyptian, Greek, Roman, Early Christian, Byzantine, Romanesque, and Gothic architecture.

ARC 114 Building Service Systems I

2 Credit Hours • 30 Contact Hours (Lecture)

Provides an overview of electrical and plumbing service systems used in buildings to include residential electrical plan layout and related codes.

ARC 117 Presentation Drawings & Models

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ARC 101

Covers freehand sketching; pencil rendering techniques; perspective; and principles of light, shadow, and shade. After completion of the previous material, each student will then choose an area of interest, either presentation rendering or model building for additional projects.

ARC 201 Architectural Drawing III

5 Credit Hours • 90 Contact Hours (45 Lecture, 45 Lecture/
Lab Combination)

Covers advanced working drawings for an architect-designed building composed of a heavy timber or glu-lam frame. This course will include a process for atypical detailing, connections, framing, related building materials and components, and will include problems and solutions unique to this frame type.

ARC 202 Architectural Drawing IV

5 Credit Hours • 90 Contact Hours (45 Lecture, 45 Lecture/
Lab Combination)

Advanced working drawings for a variety of non-residential construction: steel and concrete frames with masonry walls. Related materials and components and custom detailing, connections, and framing. Also covered are advanced drawing systems.

ARC 208 Architectural Building Materials II

3 Credit Hours • 45 Contact Hours (Lecture)

Covers basic stress analysis, non-residential steel and concrete frame construction, roofing, plaster and stucco, gypsum board, light gauge metal framing, non-residential door and window assemblies, hardware, and wood and plywood.

ARC 211 Building Service Systems II

2 Credit Hours • 30 Contact Hours (Lecture)

Continues ARC 114. Additional topics include heating, cooling, ventilation, fire protection, and conveying systems.

ARC 222 Estimating & Print Reading

5 Credit Hours • 75 Contact Hours (Lecture)

Covers current methods of estimating cost of materials and labor for both residential and commercial construction. Print reading, specifications, and quantity takeoffs are an integral part of this course.

ARC 223 Introduction to Building Codes

3 Credit Hours • 45 Contact Hours (Lecture)

Covers the legal requirements imposed on construction by building codes specifically required by the Uniform Building Code and local modifications to it.

ARC 224 Construction Contracts & Management

3 Credit Hours • 45 Contact Hours (Lecture)

Covers construction scheduling methods, specifications, bonds and insurance, general conditions of the construction contract, construction contracts, and labor-management issues.

ARC 227 Architectural Structures

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: MAT 107 or MAT 121 or concurrent enrollment

Introduces the concepts of moments of inertia, centroids, shear force and bending moment diagrams, beam and column design, combined stresses, walls, footings, connections, structural systems of wood, reinforced concrete, and steel.

Art

ART 107 Art Education Methods

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on a multimedia approach to teaching art. Emphasizes strong creative presence, philosophy, and techniques in drawing, painting, printmaking, and other media.

ART 110 Art Appreciation: AH1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Introduces the cultural significance of the visual arts, including media, processes, techniques, traditions, and terminology.

ART 111 Art History Ancient to Medieval: AH1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121

Provides the knowledge base to understand the visual arts, especially as related to Western culture. Surveys the visual arts from the Ancient through the Medieval periods.

ART 112 Art History Renaissance to Modern: AH1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121

Provides the knowledge base to understand the visual arts, especially as related to Western culture. Surveys the visual arts from the Renaissance through the Modern periods.

ART 113 History of Photography

3 Credit Hours • 45 Contact Hours (Lecture)

Surveys the history of photography from its beginnings to the present. Emphasizes individual photographers who have made significant contributions to the field. Includes technical, artistic, commercial and social development of photography as a form of visual communication.

ART 117 Pastel Painting

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Approaches the pastel medium in an inventive manner and introduces students to soft pastels and their many approaches to painting with them. Color theory will be taught in practice and application.

ART 118 Art Sampler

1 Credit Hour • 22.5 Contact Hours (7.5 Lecture, 15 Lab)

Introduces students to basic skills through various art media. This course may be repeated under a different subtitle for a maximum of six Credit Hours. Encompasses a multitude of one-credit art experiences that expose students to an art form that they may wish to explore further.

ART 119 Lettering/Calligraphy

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Introduces the manipulation of materials, tools, and styles of lettering and their uses as fine art media.

ART 121 Drawing I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Investigates the various approaches and media that students need to develop drawing skills and visual perception.

ART 122 Drawing II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 121

Explores expressive drawing techniques with an emphasis on formal composition, color media, and content or thematic development.

ART 123 Watercolor I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Provides an introduction to the basic techniques and unique aspects of materials involved in the use of either transparent or opaque water media or both. Color theory is included.

ART 124 Watercolor II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 123 or its equivalent

Continues the study of watercolor techniques, emphasizing original compositions and experimentation with materials. Color theory is included.

ART 125 Landscape Drawing I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Emphasizes nature, particularly landscape. Drawing outside or in view of landscape using graphite, ink, prisma-color, pastel, and washes. Students concentrate on various approaches, viewpoints, and styles and acquire expertise and interpretation in a variety of media.

ART 126 Landscape Drawing II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 125

Focuses on drawing outdoors or in view of landscape (both rural and inner city) using graphite, ink, washes, pencils, pastels, and watercolor. Students concentrate on various approaches, viewpoints, and styles and acquire expertise in a variety of media. Each student presents finished pieces matted for critique.

ART 130 Fundamentals of Photography

Pending State Approval

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces film and digital photography as a fine art medium, and develops skills necessary for basic operation of an SLR camera and production of imagery.

ART 131 Visual Concepts 2-D Design

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Examines the basic elements of design, visual perception, and artistic form and composition as they relate to two-dimensional media.

ART 132 Visual Concepts 3-D Design

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

NOTE: ART 131 recommended

Focuses on learning to apply the elements and principles of design to three dimensional problems.

ART 135 Fiber Design I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Introduces basic fiber design. Explores basic studies and approaches to fiber design, ranging from the uses of dyes, prints, painting, and threads to an appreciation of the properties of various kinds of fiber and textiles.

ART 136 Navajo Weaving Techniques I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Introduces traditional Navajo weaving. Focuses on building a loom, carding raw wool, hand spinning, dye baths, and actual rug weaving. Explores Navajo history and culture as related to weaving.

ART 137 Navajo Weaving Techniques II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 136

Continues the focus on traditional Navajo weaving. Emphasizes building a loom, carding raw wool, hand spinning, dye baths, and actual rug weaving. Explores Navajo history and culture as related to weaving.

ART 138 Film Photography I

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces black and white photography as a fine art medium and develops skills necessary for basic camera and lab operations.

ART 139 Photography II

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: ART 138 or demonstrated competency

This course is a further exploration in camera and lab operations with an emphasis on individual creativity. It includes the development of a comprehensive portfolio.

ART 141 Jewelry & Metal Work I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Introduces the construction of jewelry designs in metals and small casting techniques.

ART 142 Jewelry & Metal Work II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 141 or faculty consent

Emphasizes conceptual design development using casting and specialized techniques.

ART 143 Digital Photography I

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: ART 138

Introduces digital photography as a fine art medium, and develops skills necessary for basic operation of a digital camera and production of digital imagery.

ART 144 Nonsilver Processes

1 Credit Hour • 30 Contact Hours (Lab)

Explores several non-silver photographic processes including the Platinotype, Cyanotype, and Van Dyke Brown printing techniques. Production of enlarged negatives from 35mm negatives and transparencies as required for contact printing for these processes.

ART 145 Enameling on Metal I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Introduces the techniques, history, application, and potentials of glass fused to metal at high heat in greater depth than in the 1 credit enameling course. Individual studio projects explore the brilliance of glass and the versatility of metals in enameling. Formal critiques accompany each project so that students experience and profit from instructor comment and peer comment.

ART 146 Stained Glass I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Develops a basic understanding and approach to stained glass. Students gain an understanding of and appreciation for the properties of glass and the nature of finished stained glass construction.

ART 147 Stained Glass II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 146

A continuation of Stained Glass I, students advance to a clearer but still basic understanding and approach to stained glass. Students gain a greater understanding of and appreciation for the properties of glass and the nature of finished stained glass construction.

ART 150 Digital Art Foundations I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Explores visual problem solving using digital tools for fine art. Students will learn to draw and paint in a variety of artistic modalities using color and grayscale. Two-dimensional to three-dimensional observation exercises in composition will be explored. Students will develop their skills in gesture and contour drawing, painterly expression and artistic elements while using the computer as an art tool. Use of systematic applications for development and presentation of ideas is practiced using vector and raster software. No computer experience is necessary.

ART 151 Digital Art Foundations II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 150

Reviews and further explores the process of generating design utilizing a variety of digital tools. In this course, students will develop their proficiency with the digital tools and learn more advanced techniques in drawing and painting. Students will develop and evaluate their design-oriented projects using the elements and principles. Portfolio development, strong content, and a blending of a variety of computer art applications will be emphasized.

ART 152 Mixed Media I: Digital Fine Art Techniques

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Introduces students to the design and creation of fine-art composites that involve the combinations of techniques, texture, drawing, painting, photography, and objects, and emphasizes the computer as an art tool. In addition to incorporating technology-based vocabulary as it relates to fine-art technique, vector and raster applications are explored for the creation of montage and collage. No computer experience is necessary.

ART 153 Mixed Media II: Digital Fine Art Techniques

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 152

Continues the design and creation of fine-art composites with the emphasis on digital tools and techniques. More advanced drawing and painting techniques are also emphasized, using digital creation techniques. Learners will develop and design artistic projects to demonstrate studio elements and principles. Portfolio development, strong content, and a blending of a variety of computer applications for art will be emphasized.

ART 154 Sculpture I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

NOTE: ART 132 recommended

Introduces the fundamentals of sculpture such as modeling, casting, carving, and the processes of assemblage.

ART 155 Sculpture II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 154 or equivalent

Develops an understanding and focus on manipulation of three dimensional form, with greater concentration on individual creativity and style.

ART 156 Figure Drawing I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

NOTE: ART 121 recommended

Introduces the basic techniques of drawing the human figure.

ART 157 Figure Painting I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Focuses on painting the human figure, and includes a brief survey of figure painting and instruction in the fundamental methods of composition and expressions.

ART 161 Ceramics I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Introduces traditional and contemporary ceramic forms and processes including hand building and throwing on the potter's wheel.

ART 162 Ceramics II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 161

A continuation of ART 161, this course emphasizes skill, technique, and form.

ART 163 Handbuilt Clay I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Provides instruction in several methods of hand building and the study of functional and decorative design elements.

ART 164 Handbuilt Clay II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 163

Provides continued instruction in various methods of hand building.

ART 207 Art History – 1900 to Present: AH1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121

Provides students with the knowledge base to understand the visual arts as related to Modern and Contemporary visual art. Surveys world art of the twentieth century, including Modernism to Post-Modernism.

ART 208 Culture Studies

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Studies the arts and history of a particular culture at the location of that culture. Students view the arts and architecture of the culture in the historical and spatial contexts for which they were designed and in galleries and museums.

ART 209 Studio Art

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Designed for advanced students interested in further exploring an art discipline to develop a more comprehensive portfolio.

ART 210 Landscape Painting

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Focuses on specific landscape concerns in the painting media of your choice.

ART 211 Painting I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

NOTE: ART 121 and ART 233 recommended

Explores basic techniques, materials, and concepts used in opaque painting processes in oil or acrylic painting to depict form and space on a two-dimensional surface.

ART 212 Painting II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 211 or faculty consent

This course further explores techniques, materials, and concepts used in opaque painting processes in oil or acrylic painting, with emphasis on composition and content development.

ART 213 Painting III

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 212 or faculty consent

Provides continued exploration of techniques, materials, and concepts used in opaque painting processes in oil or acrylic painting, with emphasis on composition and content development.

ART 214 Painting IV

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 213 or faculty consent

Explores advanced techniques, materials, and concepts used in opaque painting processes, with emphasis on the development of themes and a cohesive body of work.

ART 221 Drawing III

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 122 or faculty consent

Offers a continued study of expressive drawing techniques and development of individual style, with an emphasis on composition and technique variation.

ART 222 Drawing IV

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 221 or its equivalent

Explores advanced drawing problems with an emphasis on conceptual development and portfolio and/or exhibition quality presentation.

ART 223 Watercolor III

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 124 or its equivalent

Concentrates on the advanced study of subject development, form, color, and theme in watercolor.

ART 224 Watercolor IV

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 223, its equivalent, or faculty consent

Concentrates on the advanced study of techniques, individual style or expression, and consistency of compositional problem solving in watercolor.

ART 225 Printmaking I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Introduces the basic techniques and skills of printmaking as a fine art media. Instruction includes an understanding of visual concepts as they relate to prints. May include introduction to relief, intaglio, lithography, and screen printing techniques.

ART 226 Printmaking II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 225

Introduces more advanced techniques and skills of printmaking as a fine art media. Instruction includes an understanding of visual concepts as they relate to prints. May include introduction to relief, intaglio, lithography, and screen printing techniques.

ART 227 Portraiture

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Introduces portrait drawing using various media, such as pencil, charcoal, pastel, and watercolor. Head and hand structures and their individual features and composition (using art elements and principles) are emphasized.

ART 233 Color Theory

3 Credit Hours • 45 Contact Hours (Lecture)

Explores the properties and concepts of color for application in fine art, commercial art and/or applied arts using various traditional fine art techniques and materials.

ART 235 Fiber Design II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 135

Continues instruction in fiber design (ART 135, Fiber Design I).

ART 236 Navajo Weaving III

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 137

Provides continued study of Navajo weaving techniques with emphasis on the creation of a woven rug utilizing an original design based on the traditional artistic elements portrayed in Navajo history and culture.

ART 237 Navajo Weaving Techniques IV

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 236

Continues Navajo Weaving with emphasis on creating a Navajo Rug based on an original design.

ART 238 Film Photography III

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ART 138, ART 139 or demonstrated competency

This course is a further exploration in film camera and lab operations with an emphasis on individual creativity. It includes the development of a comprehensive portfolio.

ART 241 Jewelry & Metal Work III

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 142

Focuses upon advanced work and emphasizes experimentation with materials and techniques, individual designs, and superior craftsmanship.

ART 242 Jewelry & Metal Work IV

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 241 or faculty consent

Provides continued study of the properties of metal and stone in creating decorative work. Students employ advanced design and techniques to explore original, personal expression. A variety of materials and approaches are used in discovering new and independently creative finished pieces.

ART 243 Digital Photography II

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: ART 143

Expands upon the beginning digital photography class. Focuses on digital photography in terms of design and communication factors including color, visual design, lighting, graphics, and aesthetics.

ART 244 Digital Photo Studio

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ART 138

Introduces digital photography as a fine art medium, and develops skills necessary for basic operation of a digital camera and production of digital technology.

ART 245 Enameling on Metal II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 145

Provides continued study of Enameling on Metal I with emphasis on individual designs, advanced techniques, and the affect of technology on the craft.

ART 246 Stained Glass III

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 147

Provides continued instruction in which students advance to a clearer and more advanced understanding and approach to stained glass. Students gain a greater understanding of and appreciation for the properties of glass and the nature of finished stained glass construction. Emphasizes original, personal expression.

ART 247 Stained Glass IV

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 246

Continues instruction in stained glass with students advancing to a clearer understanding and approach. Students gain greater appreciation for the properties of glass and the nature of finished stained glass construction. Focuses on original, personal expression. Student independence is emphasized with regard to use of material and tools and a wide variety of glass.

ART 248 Digital Darkroom

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: ART 138 or ART 244

Teaches computer aided photography and darkroom techniques. The emphasis of this course is image-editing software, which can be used to color correct, retouch and composite photographic images. Other topics include image acquisition, storage, file management, special effects, hard copy and web based image output.

ART 251 Portrait Photography

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: ART 138 or ART 244

Teaches the technical and aesthetic aspects of studio and location portrait photography. This course explores the personal style of portraiture, history of the field and portraiture as a visual language and creative expression. This topic also includes lighting, composition, posing, and equipment selection.

ART 252 Landscape Photography Workshop

2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)

Prerequisite: ART 138

Focuses on traditional and contemporary approaches to landscape photography. Examines technical and aesthetic aspects of landscape photography through group discussions, a field study, lectures, and print and slide critiques.

ART 254 Sculpting the Figure

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Focuses on sculpting the human figure using modeling techniques in clay.

ART 256 Advanced Figure Drawing

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 156

Provides continuing study of the various methods of drawing the human figure, with emphasis on the description of form and individual style.

ART 257 Advanced Figure Painting

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 157

Offers continued study of painting the human figure with advanced problem solving in composition and experimentation with materials and techniques.

ART 258 Computer Animation

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Focuses on concepts, techniques, and aesthetics of digital animation. Explores 2-dimensional and 3-dimensional design, object creation, modeling, and animation.

ART 259 Raku

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 161 or ART 163

Studies the Japanese art of Raku pottery. Students may hand build or make wheel thrown pots and will be involved in the unique firing process.

ART 261 Ceramics III

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 162

Encourages students to develop an individual style of wheel thrown and hand built ceramic forms with continuing involvement in surface treatment.

ART 262 Ceramics IV

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 261

Continues advanced work with emphasis on various clay bodies, unique glazes and engobes, combining different textures and shapes, and development of personal forms.

ART 263 Handbuilt Clay III

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ART 164

Covers advanced problems with importance placed on large scale pieces that promote creativity with techniques and combinations of different textures.

ART 264 Marketing for the Visual Arts

3 Credit Hours • 45 Contact Hours (Lecture)

Provides students with the framework, tools, and professional materials necessary for the practicing visual artist. Guidelines for writing proposals, artist's statements, and resumes are discussed and practiced. Explores theoretical and practical considerations related to portfolio presentation and exhibiting artwork through hands-on activities, readings, and discussion.

ART 265 The Business of Visual Art

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces students to the principles and practices involved in creating and operating arts organizations in the profit and not-for-profit art world.

ART 269 Ceramic Sculpture

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Explores a variety of processes to create three-dimensional images in clay. Focuses on hand-built sculptures without using a potter's wheel and relying on very basic tools. Encourages creative experimentation and engaging in the process.

ART 280 Internship

1-6 Credit Hours • 45 Contact Hours per credit hour (Internship)

Prerequisite: faculty consent

Provides the opportunity for students to gain supervised occupational experience in any of the disciplines involving the visual arts, including, but not limited to, gallery or museum administration and graphic design. Instruction is coordinated by the on-site supervisor and instructor and is totally based on the student's occupational experience plan.

Astronomy

AST 101 Astronomy I: SC1

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: MAT 090

Focuses on the history of astronomy, the tools of the astronomer, and the contents of the solar system including the planets, moons, asteroids, comets, and meteoroids. Incorporates laboratory experience.

AST 102 Astronomy II: SC1

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: MAT 090

Emphasizes the structure and life cycle of the stars, the sun, galaxies, and the universe as a whole, including cosmology and relativity. Incorporates laboratory experience.

Automotive Collision Technology

ACT 101 Introduction to Automotive Collision Technology

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Designed as an orientation to the automotive collision repair industry. Students receive an overview of job possibilities as well as learn various types of automobile construction. Names, uses, and maintenance procedures for a variety of tools and equipment are covered. Focuses on general collision repair and refinishing shop safety procedures with an emphasis on personal and environmental safety issues. Students also learn the proper handling and disposal of hazardous materials.

ACT 111 Metal Welding & Cutting I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: ACT 101 or faculty consent

Covers sheet metal oxygen-acetylene welding and MIG welding techniques including safety, materials, equipment, and setups. Personal and vehicle protective measures prior to welding procedures are presented.

ACT 121 Non-Structural Repair Preparation

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: ACT 101 or faculty consent

Covers the basic characteristics of preparation for automotive repair. Students familiarize themselves with damage analysis, extent of damage, and the sequence of repair. Focuses on removal of vehicle components and protection of panels along with storage and labeling of parts. Safety procedures and equipment use are included.

ACT 122 Panel Repair & Replacements

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: ACT 111 and ACT 123 or faculty consent

Covers straightening techniques including tension pulls/stress relief, metal finishing, metal shrinking, and use of fillers. Emphasizes the identification, handling, and replacement of parts such as adjustment and alignment of bolt-on parts, fixed parts, and accessories. Training covers the use of adhesives, sound deadeners, and welding methods performed during repairs.

ACT 123 Metal Finishing & Body Filling

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: ACT 101 or faculty consent

Covers metal finishing, metal shrinking, and the use of cosmetic fillers. Emphasis is placed on the use of proper tools required to perform these tasks, including use, selection, and safety procedures for tools and equipment selected.

ACT 131 Structural Damage Diagnosis

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 122 or faculty consent

Focuses on methods of frame measurement using dimension charts and service manuals. Includes the use of self-centering gauges and mechanical and electronic measuring. Appropriate terms and definitions of vehicle structures and vehicle diagnosis are covered, including identification and analysis of damage. Includes the techniques for basic hook ups and safety procedures used in making corrective pulls.

ACT 132 Structural Damage Repair

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 122 or faculty consent

Continues the study and application of frame measurement and repair. The student applies methods found in dimension charts and service manuals for vehicle diagnosis and straightening. Training includes the replacement of a structural panel with the identification of damaged suspension components replaced according to manufacturer's recommendations.

ACT 142 Surface Preparation I

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 101 or faculty consent

Covers surface preparation for refinishing including cleaning, sanding, feather edging, chemical treatment of bare materials, and priming. The application of primers, including rationale and use is covered. In addition, the student learns skills for proper removal and storage of exterior trim and protection of adjacent panels.

ACT 143 Spray Equipment Operation

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 101 or faculty consent

Covers the inspection, cleaning, and determination of the condition of spray guns and related equipment. Students learn skills for adjusting spray guns by setting-up and testing spray gun operations.

ACT 144 Refinishing I

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 142 and ACT 143

Provides the knowledge needed for application and use of automotive paint systems. Course includes locating color codes, mixing formulas, matching, and selections of materials. Proper paint gun use and adjustments are taught for the product being applied. In addition, the student practices correct masking and detailing techniques.

ACT 151 Plastics & Adhesives I

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 121 and ACT 243

Designed to teach the state-of-the-art repair for both rigid and flexible plastic components and choosing adhesives using the latest manufacturer's repair techniques.

ACT 164 Hobbyist's Paint & Body

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
 Grading: S/U only

Provides an opportunity for current and former students enrolled in the Auto Collision Technology program to practice skills previously learned, using their own vehicles as projects. Any automotive hobbyist who is not a former student may also sign up for the course; however, previous knowledge of basic body working and painting procedures is strongly recommended.

ACT 180 Automotive Collision Repair Internship Level I

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: Completion of coursework in a specialized area

Designed to meet the needs of the student in a selected specialized area in a work-based environment. Individualized instruction at the job site is coordinated based on student's interest and instructor approval.

ACT 181 Automotive Collision Repair Level II**Internship**

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: Completion of all courses in ACT specialization area

Course is a continuation of Level I Internship. Student uses the knowledge and skills acquired throughout the ACT program in a job site placement.

ACT 205 Estimating & Shop Management

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Initiates written estimates on damaged vehicles. Students learn shop management including work orders, ordering supplies, operating costs, time cards, shop liabilities, employee's safety and insurance management issues.

ACT 211 Metal Welding & Cutting II

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 101 or faculty consent

Covers MIG welding procedures of seam weld, stitch welds, and destructive testing. Resistance spot welding, which includes two-sided spot weld, plasma cutting, safety, materials, and equipment and operating procedures, with emphasis on shop safety is also presented.

ACT 221 Moveable Glass & Hardware

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 101 or faculty consent

Covers door glass, vent windows, and glass mechanisms (both electric and mechanical) with emphasis on removal and replacement. In addition, interior trim panels, seats, and headliners are removed and replaced. Student learns proper care and treatment of vehicle seat protectors plus the proper use of tools required to perform these tasks.

ACT 231 Advanced Structural Damage Diagnosis & Repair

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 131 and ACT 132

Covers major automotive body repair in vehicles with major damage on conventional structures and unibody structures. Student learns the operation of equipment and techniques used to straighten and align damaged frames. Identification and analysis of frames, hot and cold stress relieving, servicing, and sectioning of structural frames are also included. Liability issues and the importance of making these corrections according to the manufacturer's recommendations and industry standards are emphasized.

ACT 232 Fixed Glass Repair

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 101 or faculty consent

Covers the removal and replacement of fixed glass using manufacturer's specifications, proper tools, and recommended materials. Application of skills are demonstrated and utilized for the removal and replacement of modular glass using manufacturer's specifications and procedures.

ACT 241 Paint Defects

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 144

Covers paint defects. Emphasizes the causes of paint defects with methods to cure problems during and after refinishing procedures. Students learn to identify the proper surface preparations to apply prior to refinishing. Training includes using paint equipment and determining paint film thickness with proper temperatures for refinishing.

ACT 242 Surface Preparation II

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 142 and ACT 143

Emphasizes surface preparation for refinishing including cleaning, sanding, feather edging, chemical treatment of bare metals, and priming. The application of primers, including why and where to use them is covered.

ACT 243 Refinishing II

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 142 and ACT 143

In this advanced course students learn the necessary skills used to tint and blend panels working with the latest finishes and paints. Special coatings and procedures are covered in this course.

ACT 244 Final Detail

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 101

Focuses on the detailing procedures in paint refinishing of vehicles. Methods and techniques are specialized to enhance painting skills. Transfers and tapes methods with decals, etc. are demonstrated.

ACT 251 Plastics & Adhesives II

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ACT 121 and ACT 243

Emphasizes advanced plastic and adhesives. The current state-of-the-art repair for both rigid and flexible plastic components using the latest manufacturer's repair techniques is presented. Sheet Molded Compound procedures and the use of proper adhesives are covered.

Automotive Service Technology

ASE 102 Introduction to the Automotive Shop

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prepares the incoming automotive student to work in the shop safely and gain familiarity with the shop and common equipment.

ASE 110 Brakes I

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Prerequisite: ASE 102

Covers basic operation of automotive braking systems. Includes operation, diagnosis, and basic repair of disc brakes, drum brakes, and basic hydraulic systems.

ASE 120 Basic Automotive Electricity

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: ASE 102

Introduces automotive electricity and includes basic electrical theory, circuit designs, and wiring methods. Focuses on multi-meter usage and wiring diagrams.

ASE 123 Battery, Starting, & Charging

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: ASE 120

Covers the operation, testing, and servicing of vehicle battery, starting, and charging systems. Includes voltage and amperage testing of starter and generator, load testing and maintenance of a battery, and starter and generator overhaul.

ASE 130 General Engine Diagnosis

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: ASE 123

Focuses on lecture and related laboratory experiences in the diagnosis and necessary corrective actions of automotive engine performance factors.

ASE 132 Ignition System Diagnosis & Repair

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: ASE 130

Focuses on lecture and related laboratory experiences in the diagnosis, service, adjustments, and repair of various automotive ignition systems.

ASE 134 Automotive Emissions

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: ASE 132

Focuses on lecture and laboratory experiences in the diagnosis and repair of automotive emission control systems.

ASE 140 Suspension & Steering I

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Prerequisite: ASE 102

Focuses on lecture and related experiences in the diagnosis and service of suspensions and steering systems and their components.

ASE 150 Automotive U-joint & Axle Shaft Service

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: ASE 102

Studies the operating principles and repair procedures relating to axle-shaft and universal joints.

ASE 151 Automotive Manual Transmission/Transaxles & Clutches

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: ASE 150

Focuses on lecture and related laboratory experiences in the diagnosis and repair of automotive manual transmissions, transaxles and clutches, and related components.

ASE 152 Differentials & 4WD/AWD Service

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: ASE 151

Focuses on lecture and related laboratory experiences in the diagnosis and repair of automotive differentials, four wheel, and all wheel drive units.

ASE 160 Automotive Engine Removal & Installation

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ASE 102

Focuses on lecture and laboratory experiences in the removal and installation procedures of the automotive engine from and into front wheel and rear wheel drive vehicles.

ASE 161 Engine, Disassembly Diagnosis & Assembly

5 Credit Hours • 105 Contact Hours (15 Lecture, 90 Lecture/Lab Combination)

Prerequisite: ASE 160

Focuses on lecture and laboratory experiences in the disassembly, diagnosis, and reassembly of the automotive engine. Topics include the diagnostic and repair procedures for the engine block and head assemblies.

ASE 163 Automotive Component Removal & Replacement

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Practical methods of removal and installation of engines, transmissions, transfer cases, clutch assemblies, bolt, and thread repair.

ASE 210 Brakes II

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Prerequisite: ASE 110

Covers the operation and theory of the modern automotive braking systems. Includes operation, diagnosis, service, and repair of the anti-lock braking systems, power assist units, and machine operations of today's automobile.

ASE 201 Automotive Parts Management

1 Credit Hours • 22.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: ASE 102, ASE 120, ASE 123 and consultation with advisor

Covers instruction as to the proper methods in completing parts invoices, repair orders, sales receipts and tickets. Also included are handling and pricing procedures utilized in parts areas: warehouse distributor, jobber, retail and wholesale prices.

ASE 220 Specialized Electronics Training

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: ASE 120

Provides a systematic approach to automotive electrical systems. Builds from the basic electrical principles and concepts through semiconductors and microprocessors. Features on-bench exercises. Students practice diagnostic procedures that have applications to present and future automotive electronics and electrical systems.

ASE 221 Auto/Diesel Body Electrical

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)

Prerequisite: ASE 120

Provides a comprehensive study of the theory, operation, diagnosis, and repair of vehicle accessories.

ASE 231 Auto/Diesel Computers

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: ASE 120, ASE 134, ASE 220

Focuses on lecture and laboratory experiences in the inspection and testing of typical computerized engine control systems.

ASE 233 Fuel Injection & Exhaust Systems

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)

Prerequisite: ASE 120, ASE 134, ASE 231

Focuses on lecture and related laboratory experiences in the diagnosis and repair of electronic fuel injection systems and modern exhaust systems.

ASE 235 Drivability Diagnosis

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: ASE 233

Emphasizes lecture and related laboratory experience in diagnostic techniques and the use of diagnostic scan tools, oscilloscopes, lab scopes, multi-meters, and gas analyzers. Students diagnose live vehicle drivability problems.

ASE 240 Suspension & Steering II

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Prerequisite: ASE 140

Emphasizes lecture and related experiences in the diagnosis and service of electronic suspensions and steering systems and their components.

ASE 250 Automatic Transmission/Transaxle Service

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: ASE 102

Focuses on practical methods of maintaining, servicing, and performing minor adjustments on an automatic transmission and transaxle.

ASE 251 Automatic Transmission/Transaxle Diagnosis & Assemblies

5 Credit Hours • 105 Contact Hours (15 Lecture, 90 Lecture/Lab Combination)

Prerequisite: ASE 250

Covers diagnosis, principles of hydraulics, principles of electronic components, power flow, theory of operation, removal of transmission/transaxle, tear down, replacement of components, measurement and subsequent adjustment of components and replacement of transmission/transaxle.

ASE 265 Heating & Air Conditioning

5 Credit Hours • 105 Contact Hours (15 Lecture, 90 Lecture/Lab Combination)

Prerequisite: ASE 102

Emphasizes lecture and related laboratory experiences in the diagnosis and service of automotive heating and air conditioning systems and their components.

ASE 282 Internship: General (Summer)

1 Credit Hour • 45 Contact Hours (Internship)

Emphasizes practical on-the-job, work-related experience that corresponds to the area of study. In this semester, the student takes all related sponsor requirements in (STS) Service Training Standards (General Motors) or (F.A.S.T.) Fundamental Automotive Systems Training (Chrysler) or others as required by the program track.

Auto Motorsports Technology

AUT 105 Introduction to Motorsports Technology

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: faculty consent

Provides an introduction to the motorsports industry and support industries. Introduces shop safety and vehicle safety.

AUT 108 Racing Vehicle Systems

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: AUT 105

Introduces racing vehicle systems, placing emphasis on chassis design, suspension and steering, engine systems, ignition systems, cooling systems, lubrication systems, clutch systems, transmissions, drive axles, and brake systems.

AUT 109 High Performance Suspension & Chassis Design

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: faculty consent

Introduces the fundamentals of chassis types and components. Includes steering and suspension component theory, tire and wheel theory, chassis design, and geometry theory as applied to oval track, drag race, and road race vehicles.

AUT 110 High Performance Suspension & Chassis Setup

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)

Prerequisite: faculty consent

Introduces chassis set-up based on vehicle purpose. Incorporates chassis measurement, including ride heights, caster, camber, steering toe, ackerman, control arm angles, roll centers, and weight distribution. All measurements are taken and adjustments completed to allow the vehicle to perform as desired.

AUT 116 High Performance Brake Systems

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: faculty consent

Introduces high performance brake systems as applied to racing vehicles.

AUT 118 High Performance Power Trains

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: faculty consent

Introduces high performance transmissions, drive lines, and differentials. Includes design, repair, and service techniques as applied to racing vehicles.

AUT 119 High Performance Electrical & Fuel Systems

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: faculty consent

Introduces electrical and fuel systems as applied to racing vehicles. Includes carburetion, fuel injection, fuel pumps, fuel cells, ignition systems, switches, and wiring.

AUT 125 Engines I

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)

Prerequisite: faculty consent

Provides for individual study, enabling self-paced instruction and features an open entry, open exit system. Emphasizes video and computer technology. Includes operation and construction of the internal combustion engine, both domestic and foreign. Covers inspection, measuring, parts identification, and vehicle I.D. The student presents video and computer knowledge by use of mock-up engines with instructor supervision.

AUT 126 Engines II

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)

Prerequisite: AUT 125

Develops procedures of diagnosis and testing from a knowledge of engine operation. Performs a complete engine rebuild process including the use of special equipment studied in AUT 125 and through the use of video and computer-assisted instruction.

AUT 127 High Performance Lubrication & Cooling Systems

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: faculty consent

Introduces basics of wet and dry sump lubrication systems, oil delivery and filtration systems, oil chemical design and function. Focuses on the theory of cooling system design, components and coolants used in high performance applications.

AUT 128 High Performance Engine Design, Blueprinting, & Testing

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)

Prerequisite: faculty consent

Introduces high performance engine theory, design, components and their function. Emphasizes disassembly and assembly techniques and an introduction to dynamometer testing.

AUT 136 Introduction to Racecar Body Fabrication

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: faculty consent

Introduces a variety of techniques used in the forming of racecar body panels made up of various types of materials. Emphasizes sheet steel, aluminum, and composite plastics. Students practice the fabrication and finishing of body panels. Tools and equipment typically used in the industry are also covered.

AUT 137 Introduction to Racecar Chassis Fabrication

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Introduces the student to various designs and methods for fabrication of racecar chassis and roll cage components. Covers body mounting techniques and suspension pick up points.

AUT 205 Advanced Automotive Engines

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)

Prerequisite: AUT 126

This course is a continuation of Automotive Engines II with an emphasis on advanced diagnosis and engine rebuild techniques.

AUT 206 High Performance Engines

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)

Prerequisite: faculty consent

Focuses on the theory of design and development of high performance engines. Covers the use of specialty equipment for the development of high performance engines.

Aviation Technology

AVT 101 Private Pilot Ground School

4 Credit Hours • 60 Contact Hours (Lecture)

Prepares student for the Private Pilot Airplane, Single Engine, Land. FAA Knowledge Exam.

Biology

BIO 105 Science of Biology: SC1

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: MAT 090 or concurrent enrollment

NOTE: College level reading skills are required for success in this course

Examines the basis of biology in the modern world and surveys the current knowledge and conceptual and framework of the discipline. Explores biology as a science - a process of gaining new knowledge - as in the impact of biological science on society. Includes laboratory experiences. Designed for non-science majors.

BIO 106 Basic Anatomy & Physiology

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: ENG 090 (Grade of C or higher) or permission of Department Chair

Focuses on basic knowledge of body structures and function, and provides a foundation for understanding deviations from normal and disease conditions. This course is designed for individuals interested in health care and is directly applicable to the Practical Nursing Program and the Medical Office Technology program.

BIO 111 General College Biology I with Lab: SC1

5 Credit Hours • 90 Contact Hours (60 Lecture, 30 Lab)

Prerequisite: ENG 090 (Grade of C or higher), MAT 060 (Grade of C or higher), or permission of Department Chair

Examines the fundamental molecular, cellular, and genetic principles characterizing plants and animals. Includes cell structure and function, the metabolic processes of respiration, and photosynthesis, as well as cell reproduction and basic concepts of heredity. The course includes laboratory experience.

BIO 112 General College Biology II with Lab: SC1

5 Credit Hours • 90 Contact Hours (60 Lecture, 30 Lab)

Prerequisite: BIO 111 (Grade of C or higher) or permission of Department Chair

A continuation of Biology I. Includes ecology, evolution, classification, structure, and function in plants and animals. This course includes laboratory experience.

BIO 148 Basic Ecology

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Studies the interrelationships between organisms and their environment. Includes population dynamics and the diversity of ecosystems. Laboratory includes field experience.

BIO 149 Plant Taxonomy

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Focuses on beginning biological and botanical terminologies, techniques, and experiments and provides a strong background in plant relationships and identification of plants. Includes laboratory and field experience.

BIO 150 Animal Biology

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Focuses on the phylogenetic study of animals. Includes an introduction to the invertebrates and a concentrated study of the diverse vertebrate forms. Laboratory experiences parallel lecture topics.

BIO 154 Biology of Plants

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Focuses on the diversity of plants, the structure and function of plants, the ecology of plants, and human use of plants. Emphasizes seed-producing vascular plants, especially flowering plants. Laboratory and field experience is included.

BIO 201 Human Anatomy & Physiology I: SC1

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: BIO 111 (Grade of C or higher) or permission of Department Chair

Focuses on an integrated study of the human body, including the histology, anatomy, and physiology of each system. Examines molecular, cellular, and tissue levels of organization plus integuments, skeletal, articulations, muscular, nervous, and endocrine systems. Includes a mandatory hands-on laboratory experience covering experimentation, microscopy, observations, and dissection. This is the first semester of a two-semester sequence.

BIO 202 Human Anatomy & Physiology II: SC1

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: BIO 201 (Grade of C or higher) or equivalent, or permission of Department Chair

Focuses on the integrated study of the human body and the histology, anatomy, and physiology of the following systems and topics: cardiovascular, hematology, lymphatic and immune, urinary, fluid and electrolyte control, digestive, nutrition, respiratory, reproductive, and development. Includes a mandatory hands-on laboratory experience involving experimentation, microscopy, observations, and dissection. This is the second semester of a two-semester sequence.

BIO 204 Microbiology: SC1

4 Credit Hours • 90 Contact Hours (45 Lecture, 45 Lab)

Prerequisite: BIO 111 (Grade of C or higher) or permission of Department Chair

Designed for health science majors. Examines microorganisms with an emphasis on their structure, development, physiology, classification, and identification. The laboratory experience includes culturing, identifying, and controlling microorganisms with an emphasis on their role in infectious disease.

BIO 211 Cell Biology

4 Credit Hour • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: BIO 111 or equivalent, or permission of Department Chair

This course is an intensive study of the cell and its organelles. Emphasis will be on the molecular mechanisms involved in cell communication, metabolism, motility, genetics, growth, and reproduction. This course requires hands-on laboratory experience.

BIO 212 Molecular Biology

4 Credit Hour • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: BIO 111 or equivalent, or permission of Department Chair

This course is an intensive survey of molecular biology techniques and principles. Topics will include chemical and enzymatic reactions, cellular processes, DNA, RNA, and protein manipulations, and genetic studies. This course requires hands-on laboratory experience.

BIO 216 Human Pathophysiology

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: BIO 201, BIO 202

Focuses on the alterations in physiological, cellular, and biochemical processes, the associated homeostatic responses, and the manifestations of disease. Prior knowledge of cellular biology, anatomy, and physiology is essential for the study of pathophysiology.

BIO 224 Genetics

4 Credit Hour • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: BIO 111 or equivalent, or permission of Department Chair

Studies the fundamental laws of heredity and their application to living organisms. Covers the basics of genetics. Focuses on the laws of Mendel, linkage, mutation concept, molecular genetics, and the Hardy-Weinberg law. Includes a laboratory experience.

Business

BUS 105 Business Orientation

0.5 Credit Hours • 7.5 Contact Hours (Lecture)

Places emphasis on getting acquainted with the college and each other, advising and career exploration, study skills strategies, presentation skills and team building exercises. This is an introductory course required for all freshmen business majors.

BUS 115 Introduction to Business

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Focuses on the operation of the American business system. Covers fundamentals of the economy, careers and opportunities, marketing, management, production, governmental regulations, tools of business, and social responsibilities.

BUS 181 Internship

3 Credit Hours • 135 Contact Hours (Internship)

Prerequisite: Program Advisor's approval

Provides students with hands-on training in their career field. Occurs in a business setting arranged through a Student Work Experience (SWE)/Internship Coordinator, or by utilizing a current employment organization. Student is expected to work a minimum of 7.5 hours per week. Students attend three seminars during the semester of enrollment. Class utilizes cooperative work experience or project methods depending on the individual situation.

BUS 182 Internship

3 Credit Hours • 135 Contact Hours (Internship)

Prerequisite: BUS 181

Provides continued instruction and work experience.

BUS 203 Introduction to International Business

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: BUS 115 and sophomore standing

Provides student with an understanding of the interdisciplinary nature of international business. Course will cover the development of international business; theories and methods of international trade; financing mechanisms and terms used in export documentation and export finance; the effects of economics, political and cultural environment on international business and trade; impact of geography in business transactions; legal aspects of international business; and developing an effective international marketing strategy.

BUS 204 Introduction to E-Business

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: BUS 115

Introduces the use of technology in all aspects of a business. Explores the use of technology for customer relations management, accounting and financial applications, purchasing and production tools, sales and marketing functions, and human resources management. Examines use of the Internet, world-wide-web and sophisticated multi-function software tools. Students gain a heightened awareness of emerging technologies and trends in e-business.

BUS 216 Legal Environment of Business

3 Credit Hours • 45 Contact Hours (Lecture)

Emphasizes public law, regulation of business, ethical considerations, and various relationships existing within society, government, and business. Specific attention is devoted to economic regulation, social regulation, regulation and laws impacting labor-management issues, and environmental concerns. Students develop an understanding of the role of law in social, political, and economic change.

BUS 217 Business Communication & Report Writing

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Emphasizes effective business writing and cover letters, memoranda, reports, application letters, and resumes. Includes the fundamentals of business communication and an introduction to international communication.

BUS 226 Business Statistics

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 090

Focuses on statistical study, descriptive statistics, probability, and the binomial distribution, index numbers, time series, decision theory, confidence intervals, linear regression, and correlation. Intended for the business major.

BUS 281 Internship

1-6 Credit Hours • 45 Contact Hours per credit hour (Internship)

Prerequisite: BUS 182

Provides continued instruction and the opportunity for students to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

BUS 282 Internship

1-6 Credit Hours • 45 Contact Hours per credit hour (Internship)

Prerequisite: BUS 281

Provides continued instruction with the opportunity for students to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

Business & Technology Education

BTE 100 Computer Keyboarding

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Grading: SU only

Designed for students who have minimal or no keyboarding skills. Introduces the touch method of keyboarding, as well as the basic operation and functions of the equipment. Emphasizes learning the alphanumeric keyboard, proper technique, and speed control.

BTE 102 Keyboarding Applications I

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Prerequisite: Ability to Keyboard 20 WPM or faculty consent

Designed for students with minimal keyboarding skills. Introduces letters, tables, memos, and manuscripts. Emphasizes speed and accuracy.

BTE 108 Ten-Key by Touch

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Introduces touch control of the ten-key pad. Emphasizes the development of speed and accuracy using proper technique.

BTE 111 Keyboarding Speedbuilding I

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Prerequisite: Ability to keyboard by touch or faculty consent

Grading: SU only

Designed to increase speed and improve accuracy in keyboarding on the PC through the use of correct techniques and concentrated effort.

BTE 166 Business Editing Skills

3 Credit Hours • 45 Contact Hours (Lecture)

Provides proofreading techniques and reviews spelling, punctuation, grammar, and word processing formats on various types of business documents and worksheets.

BTE 187 Cooperative Education/Internship

3 Credit Hours • 135 Contact Hours (Internship)

Provides students with the opportunity to supplement course work with practical work experience related to their educational program and occupational objectives. Students are placed at approved work sites that are related to their program of study. They work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor/coordinator.

Chemistry

CHE 101 Introduction to Chemistry I: SC1

5 Credit Hours • 90 Contact Hours (60 Lecture, 30 Lab)

Prerequisite: MAT 090 or concurrent enrollment

Includes the study of measurements, atomic theory, chemical bonding, nomenclature, stoichiometry, solutions, acid and base, gas laws, and condensed states. Laboratory experiments demonstrate the above concepts qualitatively and quantitatively. Designed for non-science majors, students in occupational and health programs, or students with no chemistry background.

CHE 102 Introduction to Chemistry II: SC1

5 Credit Hours • 90 Contact Hours (60 Lecture, 30 Lab)

Prerequisite: CHE 101 or faculty consent

Focuses on introductory organic chemistry and biochemistry (sequel to Introduction to Chemistry I). Includes the study of hybridization of atomic orbitals for carbon, nomenclature of both organic and biochemical compounds, physical and chemical properties of various functional groups of organic chemistry, and physical and chemical properties of biochemical compounds along with their biochemical pathways. Laboratory experiments are included.

CHE 111 General College Chemistry I: SC1

5 Credit Hours • 105 Contact Hours (60 Lecture, 45 Lab)

Prerequisite: MAT 121 or concurrent enrollment and one year of high school chemistry or equivalent

Focuses on basic chemistry and measurement, matter, chemical formulas, reactions and equations, stoichiometry, and thermochemistry. This course covers the development of atomic theory culminating in the use of quantum numbers to determine electron configurations of atoms and the relationship of electron configuration to chemical bond theory and molecular orbital theory. The course includes gases, liquids, and solids and problem-solving skills are emphasized through laboratory experiments.

CHE 112 General College Chemistry II: SC1

5 Credit Hours • 105 Contact Hours (60 Lecture, 45 Lab)

Prerequisite: CHE 111, MAT 121

Presents concepts in the areas of solution properties, chemical kinetics, chemical equilibrium, acid-base and ionic equilibrium, thermodynamics, electrochemistry, nuclear chemistry, and organic chemistry. Emphasizes problem solving skills and descriptive contents for these topics. Laboratory experiments demonstrate qualitative and quantitative analytical techniques.

CHE 211 Organic Chemistry I

5 Credit Hours • 105 Contact Hours (45 Lecture, 60 Lab)

Prerequisite: CHE 112

Focuses on compounds associated with the element carbon including structure and reactions of aliphatic hydrocarbons and selected functional group families. This course covers nomenclature of organic compounds, stereochemistry, and reaction mechanisms

such as SN1, SN2, E1 and E2. Laboratory experiments demonstrate the above concepts plus the laboratory techniques associated with organic chemistry.

CHE 212 Organic Chemistry II

5 Credit Hours • 105 Contact Hours (45 Lecture, 60 Lab)

Prerequisite: CHE 211

Continues the investigation into the chemistry of carbon-based compounds, their reactions and synthesis including the structure, physical properties, reactivity, and synthesis of organic functional groups not covered in the first semester. This course explores functional groups including alcohols, ethers, aromatics, aldehydes, ketones, amines, amides, esters, and carboxylic acids and the reactions and reaction mechanisms of aromatic compounds. An introduction to biochemical topics may be included if time permits. Lab experiences demonstrate the above concepts and the laboratory techniques associated with organic chemistry.

Communication

COM 115 Public Speaking

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Combines the basic theory of speech communication with public speech performance skills. Emphasis is on speech delivery, preparation, organization, support, and audience analysis and delivery.

COM 125 Interpersonal Communication

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Examines the communication involved in interpersonal relationships occurring in family, social, and career situations. Relevant concepts include self-concept, perception, listening, nonverbal communication, and conflict.

COM 214 Natural Resource Interpretation and Communication

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Provides communication and interpretation training for those required to interpret natural resource data about historical characters and times for the public. The course focuses on experiential skill development in the area of educational interpretation including, but not limited to, in-class and on-site interpretation of historical, geological, zoological, and other environmental topics and sites. It also stresses the preparation of educational presentations aimed at all levels of learners from pre-K through mature adulthood using various presentation techniques including, but not limited to, visual aids, props, dramatic performance, and puppetry.

COM 216 Principles of Speech Communication II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090, COM 115

Emphasizes the continued study of rhetorical theory and analysis as it relates to public speaking.

COM 217 Group Communication

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Examines group communication theories with an emphasis on leadership and group behaviors. The course provides opportunities for group participation.

COM 220 Intercultural Communication

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Explores the link between culture and communication and will develop and/or enhance communication skills and the abilities appropriate to a multicultural society. Emphasis will be on understanding diversity within and across cultures. Relevant concepts include perception, worldview, context, ethics, language, and nonverbal communication.

COM 225 Organizational Communication

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090. Students encouraged to take COM 115 and/or have organizational setting experience.

This course focuses on the role of communication theory and skills as they apply to business and organizational settings. Topics include organizational and leadership models, effective communication skills with peers, superiors, and subordinates, environmental factors impacting communication, and interviewing skills.

Computer Aided Drafting

CAD 100 Blueprint Reading for Computer Aided Drafting

3 Credit Hours • 52.5 Contact Hours (30 Lecture, 22.5 Lecture/Lab Combination)

Covers linetype identification, identification of symbols, linear dimensions, angular dimensions, arrowless dimensions, machine process callouts, drawing notes, ANSI/ASME/ISO dimensioning standards, tolerances, freehand sketching, and reading working drawings.

CAD 101 Computer Aided Drafting I

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Focuses on basic computer aided drafting skills using the latest release of CAD software. Includes file management, Cartesian coordinate system, drawing set-ups, drawing aids, layer usage, drawing geometric shapes, editing objects, array, text applications, basic dimensioning, and Help access.

CAD 102 Computer Aided Drafting II

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Prerequisites: CAD 101 or permission of instructor

Focuses on advanced computer aided drafting skills using the latest release of CAD software. Includes blocks and wblocks, polylines, multilines, polyline editing, advanced editing, editing with grips, hatching, isometric drawings, dimensions and dimension variables, paper space and viewports, templates, external references, and printing/plotting.

CAD 105 AutoCAD for Interiors

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Prerequisites: CIS 115 or CIS 118

Provides an opportunity for the Interior Design student to obtain the basic skills necessary to operate Computer Aided Design (CAD) software. AutoCAD software is emphasized.

CAD 121 Intermediate CAD II

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Focuses on 2D residential concept drawings that are created from given design parameters and appropriate specifications. Requires 2D floor plans, cross sections and elevations.

CAD 151 Computer Aided Drafting/Technical Drafting Applications

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Prerequisites: CAD 100, CAD 101, CAD 102 or permission of instructor

Focuses on the principles of technical drafting using the latest release of CAD software. Includes geometric constructions, multiview projection, sectional views, auxiliary views, manufacturing design and processes, dimensioning and tolerancing, threads, fasteners, classes of fit, design and working drawings, bill of materials, axonometric projection, intersections and developments, and gearing and cams.

CAD 201 Computer Aided Drafting/Custom

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Focuses on program customization using the latest release of CAD software. Includes customizing menus, customizing toolbars, attribute extraction, creation of dynamic blocks, customizing shortcut menus and double click actions, customizing tool palettes, user profiles and workspaces, basic CAD programming, path options, script files, and slide shows.

CAD 202 Computer Aided Drafting/3D

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Prerequisites: CAD 101 or permission of instructor

Focuses on construction of three-dimensional objects using the latest release of CAD software. Includes wire frame construction, surface modeling, solid modeling, extrusions, Boolean operations, 3D editing, 3D views, rendering, materials and advanced lighting, walkthrough and flyby animations and 3D to 2D construction.

CAD 219 3D/Max

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Introduces 3D rendering and animation using AUTODESK 3D Studio software. Emphasizes 3D geometry, texture mapping, lighting, camera placement, shading, photo-realistic rendering, animation techniques, and walk through animations.

CAD 220 3D/Max/Advanced

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Prerequisite: CAD 219

Focuses on advanced rendering and animation techniques using AUTODESK 3D Studio software. Emphasizes 3D geometry manipulation, external processing, and video postproduction of 3D studio animations.

CAD 224 Revit

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Provides students with the software application training in Autodesk Revit necessary to produce 3D architectural models and 3D drawings utilizing AIA standards.

CAD 225 Architectural Desktop/Autodesk

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Provides students with the software application training in Architectural Desktop necessary to produce 3D architectural drawings utilizing 2D drafting skills.

CAD 227 Advanced Revit

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

This course focuses on the advanced applications of the Revit software. Includes Family Editing, Topographic Site Plans, Worksharing, Phases, Advanced Scheduling, Custom Annotation, and Presentation Techniques

CAD 255 SolidWorks/Mechanical

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Introduces basic non-parametric 3D concepts to build confidence in 3D thinking and progresses to three-dimensional parameters. The student learns to construct, modify, and manage complex parts in 3D space as well as to produce 2D drawings from the 3D models.

CAD 259 Advanced Solidworks

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Prerequisite: CAD 255

This course focuses on the advanced applications of the parametric software Solidworks. Includes management of design data, advanced assembly and analysis of model creations and constraints, documentation of bill of materials and parts lists, rendering and animation and testing a model assembly.

CAD 280 Internship

3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Internship)

Prerequisites: Permission of instructor and CAD 100, CAD 101, CAD 102

Provides students with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with direct guidance of the instructor.

Computer Information Systems

CIS 101 Alternative Input/Output for Computers

1 Credit Hour • 15 Contact Hours (Lecture)

Prerequisite: faculty consent

Focuses on teaching alternative methods for inputting data into a computer. Individualized for each student, the course covers such programs as Dragon Naturally Speaking, Dragon Dictate, or Job Access with Speech (JAWS). It is designed for students who have little or no previous computer experience.

CIS 102 Computer Assistive Technology

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: faculty consent

Introduces assistive technology and alternative methods for utilization of computer systems. Depending upon student need or interest, the student selects the AT or method. Options include voice recognition, screen readers, screen enlargement, keyboard modification, word predication, reading enhancement programs, and alternative data entry methods.

CIS 104 Word Processing with Assistive Technology

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: faculty consent

Provides training in the functions, features, and uses of assistive technology and alternative methods. Covers the introduction of standard word processing features needed for proper presentation of college or business papers and the methodology to successfully use the assistive technology/alternative method in continuing educational or employment environments.

CIS 107 Voice Recognition: Dragon

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Grading: SU only

Teaches the basics of voice recognition software for word processing and other related office applications. Benefits include the reduction of repetitive stress injuries, increasing accuracy, and saving report time preparation.

CIS 110 Introduction to the PC

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Provides the beginning computer user with hands-on experience in the elementary use of the personal computer. This course introduces the basic feature of and the terminology associated with personal computers, including topics such as database, spreadsheet, and word processing.

CIS 115 Introduction to Computer Information Systems

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on an overview of the needs for and roles of computer information systems. Emphasizes computer requirements in organizations, history, hardware functions, programming, systems development, and computer operations. Introduces computer applications.

CIS 118 Introduction to PC Applications

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces basic computer terminology, file management, and PC system components. Provides an overview of office application software including word processing, spreadsheets, databases, and presentation graphics. Includes the use of a web browser to access the Internet.

CIS 120 Technology for Career Development

1 Credit Hour • 15 Contact Hours (Lecture)

Prepare students to actively pursue a career path. This course will emphasize awareness of career opportunities through the use of career assessment tools, academic advising and career professionals. It will provide students with skills assessment tools, professional development activities, and information for creating and maintaining an electronic career portfolio.

CIS 124 Introduction to Operating Systems

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces concepts, terminology, and hands-on skills in the use of DOS and Windows. Emphasizes navigation, file manipulation, file creation, and troubleshooting.

CIS 130 Introduction to Internet

1 Credit Hour • 15 Contact Hours (Lecture)

Enhances the student's knowledge of the Internet and its resources. Individuals learn terminology in dealing with the Internet. Includes privacy and copyright issues with information retrieved from the Internet. Students experience the use of e-commerce, multimedia, and e-mail. Explores searching the Internet and credibility of information obtained with searches.

CIS 131 Word Processing I

1 Credit Hour • 15 Contact Hours (Lecture)

Gives the student an introductory working knowledge of word processing. The student will create, edit, format, save, and print documents. The student will use spell check, grammar check, and thesaurus features. The student will format text, paragraphs, and pages, change margins and use the find and replace feature as well as create envelopes and labels.

CIS 132 Word Processing II

1 Credit Hour • 15 Contact Hours (Lecture)

Increases the student's working knowledge of word processing. In this module, the student will learn to use the merge function. The student will create multiple page reports using headers, footers, footnotes, endnotes, and page numbers. The student will create and format documents using columns and tables.

CIS 135 Complete PC Word Processing

3 Credit Hours • 45 Contact Hours (Lecture)

Explores a complete array of word processing skills. The skills needed to create, edit, format, and printing documents are covered. Other topics include character, paragraph, and page formats, the use of spelling checkers and thesaurus, hyphenation, tables, mail merge, document design, and graphics.

CIS 140 Microsoft Outlook

1 Credit Hour • 15 Contact Hours (Lecture)

Introduces the functions used in Microsoft Outlook including e-mail messages, calendar, contacts, tasks, journals, and notes.

CIS 141 PC Databases I

1 Credit Hour • 15 Contact Hours (Lecture)

Introduces the student to the functions of a database using selected software. It includes skills such as file creation, searches, sorts, simple editing and indexes.

CIS 145 Complete PC Database

3 Credit Hours • 45 Contact Hours (Lecture)

Explores a complete array of database skills. Includes table, query, form, and report creation and modification. Other topics include application integration and automation of database tasks within the database.

CIS 146 Database Application Development: Access

3 Credit Hours • 45 Contact Hours (Lecture)

Covers the PC database concepts necessary to create database applications. Includes programming, shared files, resource locking, and database recovery.

CIS 151 PC Spreadsheets I

1 Credit Hour • 15 Contact Hours (Lecture)

Introduces the student to concepts and applications of an electronic spreadsheet. Topics include creating a worksheet, developing a professional looking worksheet and creating charts.

CIS 152 PC Spreadsheets II

1 Credit Hour • 15 Contact Hours (Lecture)

Continues the concepts and applications of an electronic spreadsheet learned in the introduction class. Topics include working with lists, integrating appropriate software with other Windows programs, and working with multiple worksheets and workbooks.

CIS 155 PC Spreadsheet Concepts

3 Credit Hours • 45 Contact Hours (Lecture)

Exposes the student to a wide range of uses of the electronic spreadsheet with special emphasis on using it as a business tool. Includes fundamentals and terms, creating and saving workbooks, entering and using formulas, formatting, printing, multiple-page workbooks, creating charts, entering and using functions, managing lists, and simple macros.

CIS 165 Complete Presentation Graphics

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on the development of presentation graphics materials including graphs, charts, illustrations, and diagrams. Emphasizes effective communication through computerized presentations. Covers features of the software and effective presentation techniques.

CIS 202 Automated Project Management: MS Project

3 Credit Hours • 45 Contact Hours (Lecture)

Provides an in-depth exploration of project management techniques that use software to automate the project management processes. The course emphasizes project management strategies, goal setting and communication with team members, management and vendors. Critical thinking, discussion, and real world projects will be used to explore the creation of a task list, resource assignment and leveling. Students will learn to use GANTT charts, milestones, Critical Path Methodology, PERT, project tracking and reporting.

CIS 203 Technology for Career Success

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: CIS 120

Prepare students to transition into a career. This course will provide students with resources for career development and tools to succeed in a competitive labor market. Offers students an opportunity to build an employment focused electronic portfolio in preparation for career growth and lifelong learning after completing their program of study.

CIS 204 Customization of Assistive Technology

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: Faculty consent and CIS 104 or concurrent enrollment

Provides training in the customization of computer assistive technology and alternative methods. Includes individualized set up features specific to the assistive technology or alternative method and the individual. Covers program features or methods needed for use in database programs, spreadsheets, email, and the internet. Examines individual macros and commands to enhance usage.

CIS 223 Linux

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CIS 124

Introduces students to the concepts of installing, configuring, and managing the Linux operating system. Topics covered include working with various desktops, use of file system commands, and management of user and group permissions.

CIS 240 Database Design and Development

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces the basic concepts of relational databases, data storage, and retrieval. Covers database design, data modeling, transaction processing, and introduces the Structured Query Language for databases.

CIS 243 Introduction to PL/SQL

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces students to creating database structures and storing, retrieving, and manipulating data in a relational database. SQL is the set of statements that all users and programs must use to access data in the Oracle database. Also focuses on SQL*Plus to manipulate SQL statements.

CIS 263 PC Help Desk Skills

3 Credit Hours • 45 Contact Hours (Lecture)

Enables the student to understand and develop appropriate help-desk techniques. Includes roles of help-desk personnel, and how to troubleshoot hardware and software problems.

CIS 267 Management of Information Systems

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces the concepts and techniques of managing computer-based information resources. Includes hardware, software, personnel, control techniques, and the placement and integration of information systems resources within the organization.

CIS 268 Systems Analysis & Design I

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces the student to the materials, techniques, procedures, and human interrelations involved in developing computer information systems. Includes the systems approach, fact gathering techniques, forms design, input/output, file design, file organization, various charting techniques, system audits on controls, project management, implementation, and evaluation.

CIS 287 Cooperative Education

3 Credit Hours • 135 Contact Hours (Work Experience)

Provides students an opportunity to gain practical experience in applying their occupational skills and/or to develop specific skills in a practical work setting. The instructor works with the student to select an appropriate work site, establish learning objectives, and to coordinate learning activities with the employer or work site supervisor.

CIS 288 Practicum

1 Credit Hour • 45 Contact Hours (Practicum)

Provides students with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

CIS 289 Capstone

3 Credit Hour • 45 Contact Hours (Lecture)

Serves as the capstone course for CIS majors. Incorporates projects that allow students to develop advanced techniques and assemble information from different courses. Most projects will include the creation of interactive application programs for the non-computer user and require research beyond the classroom to prepare the student for entry level employment in a variety of situations.

Computer & Networking Technology

CNG 101 Introduction to Networking

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on underlying concepts of data communications, telecommunications, and networking. Emphasizes the terminology and technologies in current networking environments and provides a general overview of the field of networking as a basis for continued study in the field.

CNG 102 Local Area Networks

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces Local Area Networking. Focuses on discussions and demonstrations of planning, installing, and supporting networks.

CNG 103 Wide Area Networks

3 Credit Hours • 45 Contact Hours (Lecture)

Provides the student with conceptual and working knowledge of how Local Area Networks communicate over a wide area. Introduces telephony - the technology of switched voice communications. Provides students with an understanding of how communication channels of the public switched telephone networks are used for data communications and how voice data communications have become integrated.

CNG 104 Introduction to TCP/IP

3 Credit Hours • 45 Contact Hours (Lecture)

Outlines four important networking architectures in corporate environments today - TCP/IP, SNA, AppleTalk, and DNA. Focuses on the major components and functions of each of these architectures as well as methods used to connect different architectures. Provides students with concepts that are important to the field of systems integration, as well as a conceptual basis for understanding network architectures.

CNG 108 Network Analysis & Design

3 Credit Hours • 45 Contact Hours (Lecture)

Provides advanced instruction for networking professionals and students who grasp the basic concepts of networking but would like to understand methods used to analyze, design, and manage LAN's point-to-point networks. Exercises are geared toward learning techniques used to design and analyze networks.

CNG 121 Computer Technician I: A+

4 Credit Hours • 60 Contact Hours (Lecture)

Provides students with an in-depth look at personal computer hardware, introduces O.S. features and security concepts, and covers interpersonal skills, all of which are necessary for a successful entry-level computer service technician position. Provides extensive hands-on work with computer systems, PC setup and configuration, and basic maintenance and troubleshooting. This course helps prepare you for the CompTIA A+ Essentials Exam.

CNG 127 IT Essentials I: PC Hardware & Software

5 Credit Hours • 75 Contact Hours (Lecture)

Introduces students to information technology and data communications. Enables the student to develop the necessary skills to enter this field by building a computer, installing the operating system, adding peripherals, connecting the computer to a local area network and the Internet. It is a hands-on, lab-based course stressing safety and working effectively in a group environment. This course prepares students for CompTIA's A+ certification.

CNG 128 IT Essentials II: Network Operating Systems

5 Credit Hours • 75 Contact Hours (Lecture)

Introduces multi-user, multi-tasking networking operating systems. Focuses on characteristics of the Linux, Unix, Windows 2000, NT, and XP networking operating systems. Explores a variety of topics including installation procedures, security issues, back up procedures and remote access. The course prepares the student for both the CompTIA Server+ certification and the Linux+ certification.

CNG 132 Principles of Information Security

3 Credit Hours • 45 Contact Hours (Lecture)

Examines the field of information security to prepare information systems students for their future roles as business decision-makers. The course presents a balance of the managerial and the technical aspects information security. The concepts covered in this course should be helpful for students working towards the Certified Information Systems Security Professional (CISSP) certification.

CNG 240 Fundamentals of Network Security

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: Completion of the CCNA program or current CCNA certification

This course is part of the Cisco Networking Academy Program. Emphasizes security policy design and management, security technologies, products, and solutions. Covers firewall and secure router design, installation, configurations, and maintenance. Includes AAA and VPN implementation using routers and firewalls. This course enables the student to take the Cisco MCNS (Managing Cisco Network Security) and the CSPFA (Cisco Secure PIX Firewall Advanced) exams, giving the student the new Cisco Security Specialist 1 certification. NOTE: In order to take the MCNS and CSPFA exams, CCNA certification is required.

CNG 245 Networking for SOHO

5 Credit Hours • 75 Contact Hours (Lecture)

Provides students with the knowledge and skills to set up a home or small business network and connect it to the Internet. Enables students to troubleshoot network and Internet connectivity, share resources, do basic configuration of network devices, and recognize and mitigate network security threats.

CNG 246 Small-Medium or ISP Network Management

5 Credit Hours • 75 Contact Hours (Lecture)

Provides students with the knowledge and skills to set up a network for a small to medium sized business or an Internet Service Provider. Enables students to install, configure, and troubleshoot devices for Internet and server connectivity in medium sized networks. Students will be able to establish basic wide area network (WAN) connections to Telco services and use organized, layered approaches to troubleshoot network problems.

CNG 258 Computer Forensics

4 Credit Hours • 60 Contact Hours (Lecture)

Exposes the student to the field of Computer Forensics and investigation. Provides the student with methods to properly conduct a computer forensics investigation beginning with a discussion of ethics. Topics covered include fundamental concepts, history of computer forensics, file structures, data recovery techniques, computer forensic tools and analysis. The curriculum and objectives map to the International Association of Computer Investigative Specialists (IACIS) certification.

CNG 260 Cisco Network Associate I

5 Credit Hours • 75 Contact Hours (Lecture)

Introduces network fundamentals, the OSI model and industry standards, IP addressing (subnet masks), and basic network design.

CNG 261 Cisco Network Associate II

5 Credit Hours • 75 Contact Hours (Lecture)

Focuses on router theory and technologies, including router configurations, protocols, network management, and introductory LAN switching.

CNG 262 Cisco Network Associate III

5 Credit Hours • 75 Contact Hours (Lecture)

Focuses on advanced routing and switching configurations, LAN switching, network management, and advanced network design.

CNG 263 Cisco Network Associate IV

5 Credit Hours • 75 Contact Hours (Lecture)

Focuses on project-based learning, including advanced network design projects and advanced management projects. This course and CNG 260, CNG 261 and CNG 262 prepare students for the CISCO Certified Network Associate (CCNA) certification exam.

CNG 264 Home Integration

5 Credit Hours • 75 Contact Hours (Lecture)

Introduces the elements of Smart home technology in preparation for the HTI+ industry certification examination. There are six broad areas of the home technology environment that HTI systems generally control: Internet and home network connectivity, video and audio, telecommunications, home security, utility management, and appliance automation and control. HTI is evolving towards central control of all these systems.

Computer Science

CSC 105 Computer Literacy

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces students to current technologies. Special focus on ensuring students become technologically competent and computer literate. Emphasis is placed on technology fundamentals and terminology through the evaluation of hardware and software. Provides students with a working knowledge of operating system use, file management and security. Introduces the internet as a research and communication tool. Application software is covered to ensure the fundamental computer skills for personal, academic and business use are obtained.

CSC 120 Problem Solving with (Software Package)

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Provides an introductory level course in computer programming using a high level programming language. The course will cover design and development of simple software applications. Topics covered will include design of software from initial phase through coding phase, input and output of data, functions or methods, control structures, arrays and error handling.

CSC 125 Programming for the Internet

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: The student should have an understanding of Windows, a browser, and the Internet

Provides the student with a basic understanding of the more common programming languages/scripts used on the internet. Emphasizes the development of dynamic/interactive web pages. Some of the internet languages that are covered include HTML, DHTML, XML, JavaScript, Vbscript, Active Server Pages, CGI, Form processing, and PERL.

CSC 126 Game Design & Development

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Combines problem-solving techniques with computer game design and implementation to introduce the student to basic gaming and computer science concepts. Students design, implement, and test computer games using software that allows for basic game creation through a wide variety of game creation tools; no prior programming experience is required.

CSC 150 Visual Basic Programming

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Introduces programming and applications development for the Microsoft Windows Programming environment using Visual Basic for Windows.

CSC 154 Introduction to MS Visual Basic .NET (OOP)

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Provides students with the knowledge and skills needed to develop applications in Microsoft Visual Basic .NET for the Microsoft .NET platform. Focuses on user interfaces, program structure, language syntax, and implementation details. This is the first course in the Visual Basic .NET curriculum and serves as the entry point for other .NET courses.

CSC 160 Computer Science I: (Language)

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: MAT 099 or equivalent experience, or faculty consent

Introduces students to the discipline of computer science. Covers algorithm development, data representation, logical expressions, sub-programs, and input/output operations using a structured programming language. Requires intensive lab work outside of class time.

CSC 161 Computer Science II: (Language)

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: CSC 160 or faculty consent

Continues the structured algorithm development and problem solving techniques begun in Computer Science I. Enables students to gain experience in the use of data structures and design of larger software projects. Requires intensive computer laboratory experience.

CSC 225 Computer Architecture/Assembly Language Programming

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: CSC 160 or equivalent or faculty consent

Introduces concepts of computer architecture, functional logic, design, and computer arithmetic. Focuses on the mechanics of information transfer and control within a computer system. Includes symbolic programming techniques, implementing high level control structures, addressing modes and their relation to arrays, subprograms, parameters, linkage to high level languages, and the assembly process.

CSC 230 C Programming: Platform

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: CSC 160, MAT 121, or faculty consent

Introduces C programming language - a mid-level language whose economy of expression and data manipulation features allow a programmer to deal with the computer at a low level.

CSC 233 Object-Oriented Programming in C++

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: CSC 160 or faculty consent

Covers all syntactical components of the C++ language including arrays, structures, pointers, functions and classes. Emphasizes inheritance, overloading, and polymorphism. Focuses on writing clear, properly structured, and well documented programs using the C++ Language and Object-Oriented methodology. It is the advanced course in C++ Programming.

CSC 236 C# Programming

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: CSC 160 or faculty consent

Introduces the C# programming language. Covers all syntactical components of the language including arrays, structures, functions, and classes. Content will focus on writing clear properly structured, and well-documented programs using C# and object oriented methodology.

CSC 240 Java Programming

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: CSC 160 or faculty consent

Introduces the Java programming language and covers basic graphics, events/procedures, user interface, and libraries. Enables the student to write and execute a variety of Java programs. Incorporates Java Applets into HTML.

Computer Web-Based

CWB 110 Complete Web Authoring

3 Credit Hours • 45 Contact Hours (Lecture)

Explores the complete set of web authoring skills using HTML and/or other scripting languages. Includes links, backgrounds, controlling text and graphic placement, tables, image maps, frames, and forms.

CWB 130 Web Editing Tools

3 Credit Hours • 45 Contact Hours (Lecture)

Provides tools used for designing and building Web pages that are easy to use and have a pleasing look. The student will develop Web pages using the Microsoft program. Use of images, forms, frames, tables, templates and layers will be covered.

CWB 163 Introduction to HTML

1 Credit Hour • 15 Contact Hours (Lecture)

Provides an introduction to Hypertext Markup Language. Teaches students to write HTML, to create tags, format text, insert and manipulate images, create links, lists, tables and forms, and to work with style sheets.

CWB 164 XML

3 Credit Hours • 45 Contact Hours (Lecture)

Provides students with an introduction to the XML language's structure and syntax. Examines supporting tools such as XSL and CSS. This course is not designed to focus on a particular implementation of XML, but examine the possibilities of using XML with popular technologies such as Java SAX, SOAP, RDF, and the DOM.

CWB 221 Technology Foundations for E-Commerce

3 Credit Hours • 45 Contact Hours (Lecture)

Provides the student with thorough knowledge of e-commerce architecture, relational database management systems, and HTML and Network fundamentals.

Counseling

CSL 245 Professional Ethics

1 Credit Hour • 15 Contact Hours (Lecture)

Focuses on ethical practice in counseling through an overview of Colorado Mental Health Statute as well as the structure, function, and administration of the licensing and grievance boards in Colorado. This course meets the professional ethics mandatory training requirement for the Counselor I level of the Colorado Alcohol and Drug Abuse Program.

CSL 247 Family Dynamics of Substance Abuse

2 Credit Hours • 30 Contact Hours (Lecture)

Focuses on increasing understanding and awareness of the family origins of addictive behavior. Effective family interventions and substance abuse treatment models are considered.

CSL 249 Differential Assessment of Problems Related to Psychoactive Drug Use

1 Credit Hour • 15 Contact Hours (Lecture)

Focuses on comparing diagnostic and assessment models available to drug and alcohol addictions counselors. This course meets the differential assessment mandatory training requirements for the Counselor II level of the Colorado Drug and Alcohol Abuse Program.

CSL 250 Motivational Interviewing

1 Credit Hour • 15 Contact Hours (Lecture)

Opportunity for students to learn both the model of Motivational Interviewing as well as the underlying Stages of Development model. Discussion of the populations of clients where these models have proven most effective. Opportunity for skills practice during class that includes skill sets specific to each stage of client readiness. Presentation of assessment instruments to evaluate client readiness for change.

CSL 251 Pharmacology I for Counselors

1 Credit Hour • 15 Contact Hours (Lecture)

Focuses on providing the student with an introduction to pharmacological concepts that will be useful to counselors in the field of alcohol and substance abuse. When combined with CSL 252, this course meets the pharmacology training requirement for the Counselor II level of the Colorado Alcohol and Drug Abuse Program.

CSL 252 Pharmacology II for Counselors

1 Credit Hour • 15 Contact Hours (Lecture)

Focuses on the pharmacology of alcohol and drugs such as stimulants, nicotine, cannabis, hallucinogens, designer drugs, over the counter medications, and medications for psychiatric illnesses. When combined with CSL 251, this course meets the pharmacology training requirement for the Counselor II level of the Colorado Alcohol and Drug Abuse Program.

CSL 253 Cognitive Behavior Therapy

1 Credit Hour • 15 Contact Hours (Lecture)

Opportunity for students to learn the model of Cognitive Behavior Therapy as it applies to addiction. Discussion of the populations of clients where this model has proven most effective. Opportunity for skills practice during class that includes clinical feedback.

CSL 255 Infectious Diseases in Alcohol/Drug Treatment Setting

1 Credit Hour • 15 Contact Hours (Lecture)

Focuses on risk factors for transmission of HIV/AIDS and the application of counseling methods to individuals infected with HIV/AIDS. This course meets the infectious diseases in treatment settings requirement for the Counselor I level of the Colorado Alcohol and Drug Abuse Program.

CSL 260 Client Records Management

1 Credit Hour • 15 Contact Hours (Lecture)

Focuses on Colorado State Laws surrounding the methods of client records documentation. This course meets the records management training requirement for the Counselor I level of the Colorado Alcohol and Drug Abuse Program.

CSL 265 Counseling Diverse Treatment Populations

1 Credit Hour • 15 Contact Hours (Lecture)

Focuses on therapeutic methods for treatment of substance abuse disorders as applied particularly to the needs of minorities and special populations. This class meets the diverse treatment population's mandatory training requirements for the Counselor I level of the Colorado Drug and Alcohol Abuse Program.

CSL 268 Addictions Counseling Skills

1.5 Credit Hour • 22.5 Contact Hours (Lecture)

Focuses on clinical skills practice, crisis intervention techniques, and an overview of substance abuse. This course meets the addictions counseling skills training requirement for the Counselor I level of the Colorado Alcohol and Drug Abuse Program.

CSL 269 Principles of Addictions Treatment

1.5 Credit Hour • 22.5 Contact Hours (Lecture)

Focuses on the major theories of addiction in an historical and theoretical context. Includes an elaboration on NIDA's Principles of Drug Addiction Treatment. This class meets the principles of addictions training requirement for the Counselor I level of the Colorado Alcohol and Drug Abuse Program.

Criminal Justice

CRJ 110 Introduction to Criminal Justice

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces a study of the agencies and processes involved in the criminal justice system: the legislature, the police, the prosecutor, the public defender, the courts, and corrections. Includes an analysis of the roles and problems of the criminal justice system in a democratic society, with an emphasis upon inter-component relations and checks and balances.

CRJ 111 Substantive Criminal Law

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CRJ 110 or equivalent

Teaches legal definitions of crime, purposes and functions of the law, historical foundations, and the limits of the criminal law.

CRJ 112 Procedural Criminal Law

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CRJ 110 or equivalent

Covers constitutional and procedural considerations affecting arrest, search and seizure, post-conviction treatment, origin, development, philosophy, and constitutional basis of evidence. Focuses on degrees of evidence and rules governing admissibility, judicial decisions interpreting individual rights, and an analysis of case studies from arrest through final appeal.

CRJ 125 Law Enforcement Operations

3 Credit Hours • 45 Contact Hours (Lecture)

Examines the complexity and multi-dimensional aspects of the law enforcement role and career; law enforcement discretion; law enforcement values and culture in modern America. Covers the role and functions of law enforcement in occupational, social, racial and ethnic, political, and organizational context.

CRJ 127 Crime Scene Investigation

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Focuses on basic procedures in crime scene management to include photography and preparing initial reports and sketches. Includes processing evidence and related criminalistic procedures. Covers interviewing suspects, witnesses and victims to include the recording of identifications and descriptions. Incorporates lab and lecture.

CRJ 135 Judicial Function

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CRJ 110 or equivalent

Examines the criminal process with an analysis of the major judicial decision-makers, i.e., prosecutors, defense attorneys, judges, and the discretionary aspects of adjudication.

CRJ 145 Correctional Process

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on the post-conviction corrections process, the development of a correctional philosophy, theory, and practice, a description of institutional operation, programming and management, and community-based corrections, probation, and parole.

CRJ 146 Community Based Corrections

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces an analysis of community based correctional programs and procedures. Emphasizes the environment and the relationship to public safety, reintegration, and punishment.

CRJ 150 Victims of Crime & Trauma

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces the student to the role the crime victims plays in the Criminal Justice System. The traditional response that a crime victim receives from the system will be studied and the psychological, emotional and financial impact these responses have on victimization will be analyzed.

CRJ 205 Principles of Criminal Law

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on common law and statutory law crimes, the Model Penal Code, elements defining crimes and penalties, defenses to criminal accusations, and definitions and distinctions between criminal and civil law.

CRJ 208 Criminal Evidence

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CRJ 112

Reviews the basic principles of evidence in state and Federal criminal proceedings. Includes analysis of the Federal Rules of Evidence and the Colorado Evidence Rules, as well as evidentiary and procedural requirements in the courts. The course will focus on evidence questions in the context of the examination of witnesses, competency, privilege, relevancy, hearsay, burden of proof and the presentation of scientific and demonstrative evidence. Constitutional guidelines affecting evidence collection and admissibility will also be reviewed.

CRJ 209 Criminal Investigation I

3 Credit Hours • 45 Contact Hours (Lecture)

Covers the function of the preliminary investigation at a crime scene to include securing the scene, crime scene searchers, police drawings, and recognition and collection of evidence.

CRJ 210 Constitutional Law

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on the powers of government as they are allocated and defined by the United States Constitution. Includes intensive analysis of United States Supreme Court decisions.

CRJ 211 Criminal Investigation II

3 Credit Hours • 45 Contact Hours (Lecture)

Builds on CRJ 209 with focus on follow-up investigation including an examination of death in all its aspects.

CRJ 212 Criminal Investigation III

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: CRJ 209

Focuses on an in-depth study of the principles of conducting a complete and systematic interview and/or interrogation. Examines the psychological dynamics of persons falsifying information. Includes confessions, undercover operations, surveillance techniques, and survival skills unique to undercover operants.

CRJ 215 Constitutional Rights of Inmates

3 Credit Hours • 45 Contact Hours (Lecture)

Covers an overview of the criminal justice system as it pertains to the constitutional rights of inmates including civil and criminal liabilities, legal services, and disciplinary proceedings.

CRJ 216 Juvenile Law & Procedures

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on an in-depth analysis of the socio-legal operation of the Juvenile Justice System emphasizing the substantive and due process rights of minors. Includes analysis of legal reasoning underlying the juvenile law as it operates at all levels of government.

CRJ 220 Human Relations & Social Conflict

3 Credit Hours • 45 Contact Hours (Lecture)

Highlights the environmental, organizational, and socio-psychological dimensions of social control. Includes the study of individual attitudes, beliefs, and behavior involved in role conflicts, community relations, and conflict management in the social structure.

CRJ 225 Crisis Intervention

3 Credit Hours • 45 Contact Hours (Lecture)

Provides information and application of crisis theories in working with diverse populations. Examines the interventionist role.

CRJ 230 Criminology

3 Credit Hours • 45 Contact Hours (Lecture)

Examines the question of crime causation from legal, social, political, psychological, and theoretical perspectives. Covers the history and development of criminology.

CRJ 245 Interview & Interrogation

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on the study of technical and legal approaches used in gathering desired information from victims, witnesses, and suspects. Examines the fundamental characteristics of questioning and the use of psychological influences.

CRJ 249 Penology

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on a historical and theoretical study of incarceration as punishment, deterrence, and incapacitation.

CRJ 250 Computer Crime Investigation

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: Law Enforcement personnel or permission of Academy Director

Provides a basic foundation of the skills and knowledge necessary to understand and investigate the computer criminal. Investigative procedures, interviewing skills, and the necessity of search warrants will be covered. Legal issues regarding personal liability, privacy, and wiretapping will also be discussed.

CRJ 255 Organizational Management of Correctional Institutions

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on the history of penal and correctional management, organization of correctional institutions, management processes, leadership, control principles, and implications for the future.

CRJ 264 Practical Crime Scene Investigation

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CRJ 209, CRJ 211, CRJ 260

Introduces the investigation of death from the edico-legal standpoint. Discusses all aspects of an investigation from the initial findings to identification of the deceased and the determination of cause and time of death. Includes the follow-up investigation and the preparation and presentation of evidence for the criminal trial.

CRJ 268 Criminal Profiling

3 Credit Hours • 45 Contact Hours (Lecture)

Examines theories of crime causation with respect to crimes committed by the most violent offenders in society. Identifies research done, and the history of Criminal Personality Profiling, beginning with the earliest explanations through the beliefs of modern science, as well as psychological and sociological explanations. Identifies various known offenders, examines their backgrounds, and explains how current research into homicide, sexual offenses and serial killers can provide clues to the identity of unknown offenders.

CRJ 280 Internship

3 Credit Hours • 135 Contact Hours (Internship)

Provides placement in the criminal justice field to integrate theory with practice.

Culinary Arts

CUA 101 Food Safety & Sanitation

2 Credit Hours • 30 Contact Hours (Lecture)

Covers the basic rules of sanitation, food-borne illnesses, safe food temperatures, safe food handling techniques, the HACCP Program, pest control procedures, and local/state health rules and regulations for food service operations. At the completion of the course students take a nationally recognized test from the Education Foundation of the National Restaurant Association. If passed with a score of 75% or more, students receive a Certificate of Completion from the Education Foundation.

CUA 105 Food Service Concepts & Management Skills

3 Credit Hours • 45 Contact Hours (Lecture)

Demonstrates the use of management skills training in the food service industry by use of student interaction research, and also demonstrates the various styles of menu development. Includes basic responsibility for food service personnel in all kitchen positions with emphasis on advertising vs. publicity, job analysis, description specifications, and duty list as related to recruiting and hiring process. Covers application, interview techniques, training, and hiring process. Incorporates preparation of menus for different styles of food service concept establishments.

CUA 116 Catering, Buffets, & Tableside Cooking

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Focuses on getting started in the catering business. Includes recruiting, types of events, contacts, kitchen set-up, equipment, pricing, and menu development. Enables students to present and plan various stations of buffet set-ups and to demonstrate techniques of tableside service and flamed tableside cooking. Students also participate in basic ice carving demonstrations.

CUA 120 Wines & Spirits

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Enables students to examine types of beverages and equipment including wines, beers, spirits, bar equipment, and staffing. Covers profitability, marketing, federal and local laws, and service. Focuses on the history of making and processing wines, spirits, and beers.

CUA 125 Introduction to Foods

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Provides students with the fundamental principles and practices of a commercial kitchen, including safety and sanitation applications, use and care of equipment, tools, utensils and knives, recipe use and conversion, organization of work, and basic cooking methods. Focuses on the fundamental principles and production of stocks, soups, sauces, gravies, and thickening agents. Principles of cold food and non-alcoholic beverage preparation and production in a commercial kitchen. Basic cold food decorative work such as fruit and vegetable garnishes and carvings, terrines, and hors d'oeuvres. Emphasizes the affects of seasonings and cooking methods of vegetable products and basic hot food preparation. Students prepare breakfast orders similar to those ordered in restaurants with egg cookery and dairy products emphasized.

CUA 127 Soups, Sauces, & Consommés

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: CUA 101, CUA 125

Covers the preparation of the five mother sauces and small-derived sauces. Enables students to prepare stocks, consommés, emulsified sauces, clear soups, pureed soups, chowders, national, and cream soups in a commercial kitchen. Introduces gravies and sauce garnishing.

CUA 129 Center of the Plate

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Prerequisite: CUA 101, CUA 125

Enables the student to plan and prepare a variety of complete meals in a commercial kitchen, focusing on center of the plate entrees including meat, poultry, seafood and vegetarian items. Meat, poultry and seafood handling and preparation, including basic forms and cuts, principles used for selecting products and appropriate cooking methods are emphasized. Vegetarian entrees are also covered, including methods for preparation and cooking of various types of potatoes, rice, legumes, pastas, casseroles and grain products with special attention given to complimentary proteins.

CUA 145 Introduction to Baking

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Provides the student with the fundamentals of baking terminology, principles of baking, and the characteristics of the functions of the main ingredients that is used in bakery production. Orients student to use commercial equipment, tools, and provides the student with the fundamentals of basic yeast-raised production and quick breads, white bread, rolls, variety grain breads, specialty breads, sweet yeast-raised products, and quick bread, fundamentals of basic cake, pie, pastry, and cookie production. Enables the student to produce a variety of cakes, pies, pastries, cookies, and assorted dessert items in a commercial kitchen.

CUA 150 Baking: Decorating & Presentation

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: CUA 101, CUA 125

Examines the preparation and production of cakes, pastries, different styles of decorating, commercial equipment, and types of products used for decoration. Covers the use of plate painting, national products, and designing show pieces.

CUA 151 Baking: Intermediate Bread Preparation

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: CUA 101, CUA 145

Focuses on preparation of types of bread products including French, rye, wheat, brioche, and croissants. Enables the student to demonstrate different styles of presentation including rolling, braiding, cloverleaf, parker-house, single knot, butter-flake, comb, and wreath shape. Examines production steps, ingredients, and equipment that apply to course training.

CUA 152 Individual Fancy Dessert Production

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: CUA 101, CUA 145

Focuses on the preparation and decoration of individual dessert items. Covers the preparation of cream horns, napoleons, éclairs, cream puffs, marzipan fruits, marzipan sculptures, tarts, flamed desserts, international desserts, pastry shells, pulled sugar, spun sugar, and individual chocolate decorations. Students research and locate dessert menus/recipes to be used in lab production.

CUA 153 Confectionaries & Petit Fours

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: CUA 101

Introduces the art of confections, individual chocolates and petit four cakes production and presentation. Students will learn proper candy production including high altitude preparation, use of chocolate molds, poured candies, centers, taffy, brittle, flavored chocolates, hard rock candies, and various petit fours and garnishes.

CUA 156 Nutrition for the Hospitality Professional

3 Credit Hours • 45 Contact Hours (Lecture)

Provides students with the fundamentals of human nutrition. Focuses on the nutritional needs of humans throughout their life cycle as well as those with special dietary needs. Students may take a nationally recognized test from the Educational Foundation of the National Restaurant Association.

CUA 157 Menu Planning

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces the student to planning menus and integrating them into foodservice operations. Equips the student with a working knowledge of the function, mechanics, and results achieved by the menu. Provides an overview of the existing and growing foodservice industry as seen through the menu.

CUA 161 Advanced Cake Decorating – Wedding Cakes

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Prerequisite: CUA 150

Demonstrates a variety of wedding cake decorating techniques. We will learn to work with gum paste, rolled fondant, royal icing. Student will complete a two-tier wedding cake.

CUA 190 Dining Room Management

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Focuses on service related skills and knowledge used in the foodservice industry. Enables the student, through a laboratory setting, to practice skills and acquire the knowledge of “front of the house” operations common to dining rooms in the industry. Includes table setting, side work, serving customers, operating a Point-of-Sale system, hosting and supervising dining room personnel. At the completion of the class, students are able to supervise the operation of a sit-down dining operation. Meets a minimum of 90 hours.

CUA 210 Advanced Cuisine & Gardé Manger

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Prerequisite: CUA 129

Focuses on the preparation of food display items for buffets and banquets such as fancy garnishes, fruit and vegetable carvings, canapés, party trays, etc. Includes pates, galantines, terrines, and choud froid items. Incorporates creation of food artistry show pieces meeting competition guidelines developed by the American Culinary Federation. Covers the preparation of a regional, ethnic, or cultural culinary presentation based upon personal research.

CUA 233 Advanced Line Prep & Cookery

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Prerequisite: CUA 129

Focuses on preparation of complete meals to order. Emphasizes cooking center of the plate items such as meat, fish, seafood, and poultry as well as accompaniment foods such as starches and vegetables. Enables the student to prepare sauces, entrée salads, edible garnishes, and meals determined by the menu prepared for a dining room setting. Emphasizes line supervisor, sauté cook, pantry cook, cook’s helper, and runner responsibilities.

CUA 236 Advanced Baking

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Prerequisite: CUA 145

Provides students the opportunity to refine their baking skills in the areas of desserts, yeast breads, garnishing, and presentation of baked products. Enables the student to bake, garnish and present a variety of baked goods. These products are prepared and displayed for the public in various locations in the college.

CUA 245 International Cuisine

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Prerequisite: CUA 125

Introduces full meal preparation of non-traditional international cuisine. Ethnic ingredients and meals from India, Thailand, Greece, Morocco, Africa, South America and Ecuador will be introduced.

CUA 255 Supervision in the Hospitality Industry

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CUA 105

Provides the current/future foodservice operator, manager, or supervisor with a solid foundation for developing communication skills, planning and decision-making skills, and skills for creating a goal-oriented environment utilizing management principles in the selection, training, evaluating, delegating, motivating, rewarding, and disciplining employees. Stresses skills for success through people development.

CUA 256 Marketing in the Hospitality Industry

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CUA 105

Involves the student in a study of foodservice marketing including marketing planning, use of marketing information in the foodservice operation, marketing research, understanding foodservice customers, advertising and promotion, hospitality group sales, and menu design and pricing strategies. At the conclusion of this course, the student will take a nationally recognized test and receive a certificate from the Education Foundation of the National Restaurant Association.

CUA 261 Cost Controls

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CUA 105

Provides students with the opportunity to learn the types of costs usually found in the food service industry. Students will learn to apply control techniques to a variety of costs and sales. They will also learn to interpret a variety of financial reports which reflect the relationship between costs and income. Students may take the national Cost Controls test from the National Restaurant Association Education Foundation. If they pass the test with 75 percent or higher, they will receive a national certificate for the course.

CUA 262 Purchasing for the Hospitality Industry

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CUA 105

Emphasizes controlling costs as applied to the selection and procurement of food and supply items. Covers selection and procurement of food and supplies, supplier selection, and distribution systems including the forces affecting them. Students will take a nationally recognized test and may receive a certificate from the Education Foundation, the educational arm of the National Restaurant Association.

CUA 263 Legal Aspects of Hospitality Management

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CUA 105

Provides the student with an overview of legal subjects relevant to foodservice. Covers Federal, State, and Local regulations, patron civil rights, liability and safety, laws relating to employment, security, contracts, property rights, franchising, bankruptcy and reorganization, court system and out-of-court settlements, and choosing and managing an attorney.

CUA 281 Internship

4 Credit Hours • 180 Contact Hours (Internship)

Prerequisite: CUA 127

Places students in an actual work situation where they participate in the operation of a foodservice establishment. Hours of work are arranged by the site supervisor and the intern. The number of hours required are determined by the number of credits the course carries.

Dance

DAN 105 Hip Hop Dance

1 Credit Hour • 30 Contact Hours (Lab)

Consists of basic traditional jazz and ballet movements. Warm-up exercises will include body toning and stretching. Students will learn diagonal step combinations leading to hip-hop dance routines.

DAN 106 Hip Hop Dance II

1 Credit Hour • 30 Contact Hours (Lab)

Includes traditional jazz, ballet and street dancing techniques as well as warm-up exercises such as body toning and stretching. Students will learn diagonal and center step combinations leading to hip-hop dance routines.

DAN 111 Modern Dance I

1 Credit Hour • 30 Contact Hours (Lab)

Introduces basic concepts and skills of modern dance. Focuses on technique work to increase strength, flexibility, endurance, coordination, rhythm, and spatial awareness. Explores dance as a tool for communication and dance as an art form.

DAN 112 Modern Dance II

1 Credit Hour • 30 Contact Hours (Lab)

Includes a more in-depth study of modern dance concepts as well as more specific techniques of modern dance choreography. Focuses on more advanced technique work and more emphasis on improvisation.

DAN 113 Modern Dance III

1 Credit Hour • 30 Contact Hours (Lab)

Builds on the skills learned in DAN 112 with more advanced technique work. Enables students to increase knowledge of specific modern choreographers' techniques and develop more experience with movement improvisation.

DAN 114 Modern Dance IV

1 Credit Hour • 30 Contact Hours (Lab)

Teaches a variety of modern dance techniques and experimentation with movement styles. Attention is placed on the performance elements of dance technique. This intermediate/advanced modern dance class is designed to challenge a dance student.

DAN 121 Jazz I

1 Credit Hour • 30 Contact Hours (Lab)

Introduces the basic techniques and vocabulary of jazz dance and the basic elements of dance. Focuses on movement oriented dance, comprised of warm-up exercises, center combinations, traveling combinations, and cool down.

DAN 122 Jazz II

1 Credit Hour • 30 Contact Hours (Lab)

Continues Jazz I with an increased knowledge of jazz dance. Enables the student to work at an intermediate level with a basic understanding of body alignment, balance, and musicality.

DAN 123 Jazz III

1 Credit Hour • 30 Contact Hours (Lab)

Builds on skills learned in DAN 122 and incorporates work at an intermediate/advanced level. Expands on jazz dance technique through more challenging movement combinations. Requires knowledge of the learned basics in dance.

DAN 124 Jazz IV

1 Credit Hour • 30 Contact Hours (Lab)

Builds on skills learned in DAN 123 and incorporates work at a more advanced level. Emphasizes more challenging movement combinations and performance techniques.

DAN 125 History of Dance I: AH1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Introduces the history of dance as a theatre or performing art. Examines dance from Classical Greece through the Renaissance, including court and classical ballet to modern dance with African and Caribbean influences.

DAN 129 Introduction to Dance

1 Credit Hour • 30 Contact Hours (Lab)

Introduces the art of dance and movement expression from a variety of viewpoints: historical, cultural, aesthetic, critical, and creative. Examines the art and craft of dance as an expression of culture and community while exploring personal expression, imagery, dance techniques, and performance qualities.

DAN 130 Dance Sampler

1 Credit Hour • 30 Contact Hours (Lab)

Introduces the beginning dancer to popular dances through a social dance sampler in Salsa, Swing, and Country Western Dance technique, footwork, body posturing, rhythms, and dance floor etiquette. Examines a variety of dances such as Salsa's Mambo, Cha-Cha, and Rumba; Swing's Lindy Hop (jitterbug); and Country Western's Two Step, Cowboy Waltz, Cotton-Eyed Joe, and various Country Western line dances.

DAN 131 Ballet I

1 Credit Hour • 30 Contact Hours (Lab)

Introduces the basic techniques of ballet, which are built upon knowledge of ballet terminology, fundamental exercises, and the basic elements of dance. Focuses on movement-oriented dance, comprised of stretching, barre warm-up exercises, simple terre-à-terre and jumping steps, and basic extended positions.

DAN 132 Ballet II

1 Credit Hour • 30 Contact Hours (Lab)

Continues Ballet I and emphasizes ballet terminology, fundamental exercises, and the basic elements of dance. Focuses on an intermediate level within the basic structure of the ballet class.

DAN 133 Ballet III

1 Credit Hour • 30 Contact Hours (Lab)

Builds on Ballet II at an intermediate/advanced level. Continues learning within the basic structure of a ballet class while increasing the level of skills through more experience with challenging movement combinations.

DAN 134 Ballet IV

1 Credit Hour • 30 Contact Hours (Lab)

Consists of traditional and contemporary ballet technique with focus on correct body alignment and kinesiology for an increased physical performance. This is not a pointe class.

DAN 141 Ballroom Dance

1 Credit Hour • 30 Contact Hours (Lab)

Introduces the basic terminology, techniques, and routines of several dances from a specific country or region. Focuses on the music, costumes, and customs related to the dances of study. Partners are not required.

DAN 142 Ballroom Dance II

1 Credit Hour • 30 Contact Hours (Lab)

Continues Dance 141 with focus on regional dances, customs, and rhythms. Partners are not required.

DAN 143 Tap I

1 Credit Hour • 30 Contact Hours (Lab)

Introduces basic tap dance movements and techniques. The shuffle, ball change, brush, flap heel drop, stomp, and stamp step are covered.

DAN 151 Belly Dance I

1 Credit Hour • 30 Contact Hours (Lab)

Presents belly dance - the oldest dance form known to humankind and a celebration of life! Emphasizes developing balance and enables the student to perform a belly dance and learn the history of belly dance and costuming techniques.

DAN 152 Belly Dance II

1 Credit Hour • 30 Contact Hours (Lab)

Continues Belly Dance I (DAN 151) with emphasis on coordination and balance and additional techniques. Includes costume design.

DAN 211 Dance Composition

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Focuses on principles of choreography and development of individual expressive style.

DAN 221 Dance Performance I

2 Credit Hours • 60 Contact Hours (Lab)

Prerequisite: faculty consent through audition

Enables students to rehearse and perform dances for community concerts after selection through audition. Covers warm-up/advanced technique, rehearsals, and cool down in a dance company atmosphere. Focuses on choreography for original ballet, modern dance, and jazz dance works.

DAN 222 Dance Performance II

2 Credit Hours • 60 Contact Hours (Lab)

Prerequisite: DAN 221

Continues Dance Performance class offering more opportunities for students to perform in different settings.

DAN 224 Dance for Musical Theatre I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Introduces students to dance within the context of musical theatre. Enables the student to practice non-verbal communication and expressive movement techniques.

DAN 225 Dance for Musical Theatre II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: DAN 224

Continues Dance 224 with more emphasis on performance.

DAN 226 Pointe

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: Instructor Permission

Emphasizes elementary pointe technique. Most work will be done at the barre stressing the muscular development of the foot, which is necessary before more advanced work can be undertaken.

DAN 227 Pointe II

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: Instructor Permission

Offers a continuation of DAN 226 Pointe I, with emphasis on barre work to strengthen the foot and ankle. Students will gain knowledge and skill leading to the intermediate level.

DAN 251 Belly Dance III

1 Credit Hour • 30 Contact Hours (Lab)

Continues Belly Dance II (DAN 152) with emphasis on coordination and balance and additional techniques. Includes costume design, fitness, and the emphasis of learning advanced dance techniques to perform professionally.

Deaf Prep

DEP 011 Deaf Prep American Sign Language I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Allows the student to study the Deaf culture. Focuses on discussion of experiences of the Deaf or hard of hearing person while growing up. Covers the values, traditions, and norms of both Deaf and hearing people.

DEP 012 Deaf Prep American Sign Language II

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Discusses diversity of Deaf people in general. Examines the lives of Deaf people from past and present. Enables the student to compare people from different countries and their sign languages. Incorporates volunteer time at one of the Deaf centers.

DEP 013 Deaf Prep American Sign Language III

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Focuses on expressive skills development. Involves students in activities that require observing different Deaf actors and poets. Enables the student to develop skills to act or tell stories in ASL to several kinds of audiences.

DEP 014 Deaf Prep American Sign Language IV

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Allows the Deaf students to study their own language in depth. Involves analyzing different components of ASL grammar and developing the understanding of each component and its functions. Emphasizes improving and maintaining their signing skills.

DEP 021 Deaf Prep Critical Thinking I

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Serves as the first course in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who are not academically ready for developmental classes. Focuses on Feuerstein Instrumental Enrichment program as well as other activities, games, and projects. Is highly individualized and assignments vary according to student's understanding and progress.

DEP 022 Deaf Prep Critical Thinking II

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Serves as the second course for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who are not academically ready for developmental classes. Focuses on Feuerstein Instrumental Enrichment program as well as other activities, games, and projects. Is highly individualized and assignments vary according to student's understanding and progress.

DEP 023 Deaf Prep Critical Thinking III

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Serves as the third course in the sequence and is taught in American Sign Language. Is remedial in nature and targets Deaf students who are not academically ready for developmental classes. Focuses on Feuerstein Instrumental Enrichment program as well as other activities, games, and projects. Is highly individualized and assignments vary according to student's understanding and progress.

DEP 024 Deaf Prep Critical Thinking IV

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Serves as the fourth course in a sequence and is taught in American Sign Language. Is remedial in nature and targets Deaf students who are not academically ready for developmental classes. Focuses on Feuerstein Instrumental Enrichment program as well as other activities, games, and projects. Is highly individualized and assignments vary according to student's understanding and progress.

DEP 031 Deaf Prep English I

5 Credit Hours • 112.5 Contact Hours (Lecture/Lab Combination)

Serves as the first in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who are not academically ready for developmental classes. Includes reading and writing of English and comparison of English and ASL. Placement is based upon students' abilities and needs and the results of pretesting. Incorporates highly individualized activities, projects, and assignments.

DEP 032 Deaf Prep English II

5 Credit Hours • 112.5 Contact Hours (Lecture/Lab Combination)

Serves as the second in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and it targets Deaf students who are not academically ready for developmental classes. Includes reading and writing of English and comparison of English and ASL. Placement is based upon students' abilities and needs and the results of pretesting. Incorporates highly individualized activities, projects, and assignments.

DEP 033 Deaf Prep English III

5 Credit Hours • 112.5 Contact Hours (Lecture/Lab Combination)

Serves as the third in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who are not academically ready for developmental classes. Includes reading and writing of English and comparison of English and ASL. Placement is based upon students' abilities and needs and the results of pretesting. Incorporates highly individualized activities, projects, and assignments.

DEP 034 Deaf Prep English IV

5 Credit Hours • 112.5 Contact Hours (Lecture/Lab Combination)

Serves as the fourth in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who are not academically ready for developmental classes. Includes reading and writing of English and comparison of English and ASL. Placement is based upon students' abilities and needs and the results of pretesting. Incorporates highly individualized activities, projects, and assignments.

DEP 041 Deaf Prep Math I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Serves as the first in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who are not academically ready for developmental classes. Includes whole number arithmetic as well as operations with fractions and decimals. Placement is based upon students' abilities and needs and the results of pretesting. Incorporates highly individualized activities, projects, and assignments.

DEP 042 Deaf Prep Math II

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Serves as the second in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who are not academically ready for developmental classes. Includes whole number arithmetic as well as operations with fractions and decimals. Placement is based upon students' abilities and needs and the results of pretesting. Incorporates highly individualized activities, projects, and assignments.

DEP 043 Deaf Prep Math III

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Serves as the third in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who are not academically ready for developmental classes. Includes whole number arithmetic as well as operations with fractions and decimals. Placement is based upon students' abilities and needs and the results of pretesting. Incorporates highly individualized activities, projects, and assignments.

DEP 044 Deaf Prep Math IV

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Serves as the fourth in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who are not academically ready for developmental classes. Includes whole number arithmetic as well as operations with fractions and decimals. Placement is based upon students' abilities and needs and the results of pretesting. Incorporates highly individualized activities, projects, and assignments.

DEP 051 Deaf Prep Resource Management I

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Serves as the first in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who need to improve their life skills. Enables the student to recognize and utilize resources within themselves, their close relationships, their communities, and their world. Class activities may include field trips, guest lecturers, and special projects. These classes are highly individualized and assignments vary according to students' understanding and progress.

DEP 052 Deaf Prep Resource Management II

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Serves as the second in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who need to improve their life skills. Enables the student to recognize and utilize resources within themselves, their close relationships, their communities, and their world. Class activities may include field trips, guest lecturers, and special projects. These classes are highly individualized and assignments vary according to students' understanding and progress.

DEP 053 Deaf Prep Resource Management III

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Serves as the third in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who need to improve their life skills. Enables the student to recognize and utilize resources within themselves, their close relationships, their communities, and their world. Class activities may include field trips, guest lecturers, and special projects. These classes are highly individualized and assignments vary according to students' understanding and progress.

DEP 054 Deaf Prep Resource Management IV

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Serves as the fourth in a sequence for students enrolled in the Deaf Prep Program and is taught in American Sign Language. Is remedial in nature and targets Deaf students who need to improve their life skills. Enables the student to recognize and utilize resources within themselves, their close relationships, their communities, and their world. Class activities may include field trips, guest lecturers, and special projects. These classes are highly individualized and assignments vary according to students' understanding and progress.

DEP 061 Deaf Prep Study Skills I

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Allows students to develop their skills in goal setting, time management, and test taking. Addresses effectiveness of proper school tools, attitudes, and behaviors. Develops awareness of the availability of college resources such as interpreters, note takers, mentors, libraries, tutoring centers, and computer labs.

DEP 062 Deaf Prep Study Skills II

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Allows students to develop their skills in goal setting, time management, and test taking. Addresses effectiveness of proper school tools, attitudes, and behaviors. Develops awareness of the availability of college resources such as interpreters, note takers, mentors, libraries, tutoring centers, and computer labs.

Dental Assisting

DEA 102 Principles of Clinical Practice

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

NOTE: May be taken concurrently with DEA 120 and DEA 121, or program coordinator consent

Includes techniques used in four handed dentistry, instrument identification, and armamentarium for tray set-ups. Covers sterilization and aseptic procedures.

DEA 104 Specialties in Dentistry

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: DEA 102 or concurrent enrollment

NOTE: May be taken concurrently with DEA 102, DEA 120, and DEA 121, or program coordinator consent

Focuses on armamentarium of specific tray set-ups for periodontics, endodontics, and fixed and removable prosthodontics. Examines pediatric dentistry, oral surgery, and implants. Includes diagnosis, treatment, and the dental assistant's role in each specialty.

DEA 111 Dental Office Management

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Prerequisite: DEA 102, DEA 104, DEA 120, DEA 121, DEA 123, DEA 125, DEA 126

NOTE: May be taken concurrently with DEA 122, DEA 124, DEA 131, DEA 132, DEA 134, or program coordinator consent

Includes office management and clerical practices, scheduling appointments, completing daily records, insurance and tax forms, bookkeeping and recall systems, and ordering supplies.

DEA 120 Introduction to Dental Practices

1 Credit Hour • 15 Contact Hours (Lecture)

NOTE: May be taken concurrently with DEA 121

Includes roles and responsibilities of the dental health team; educational background for the various specialties including general practitioner, hygienist, dental assistant; history, legal implications, ethical responsibilities and the role of professional organizations.

DEA 121 Dental Science I

3 Credit Hours • 45 Contact Hours (Lecture)

NOTE: May be taken concurrently with DEA 120

Includes fundamentals of the oral structures as they apply to oral histology, embryology, morphology, pathology, dental anatomy, and dental charting.

DEA 122 Dental Science II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: DEA 120 or DEA 121 or program coordinator consent

Includes survey of human anatomy and physiology, the structure of the head and neck as applied to dental assisting, the function of the maxilla and mandible, processes, foramen, sutures, and major nerve and blood supply.

DEA 123 Dental Materials I

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

NOTE: May be taken concurrently with DEA 120, DEA 121 or program coordinator consent

Includes fundamentals of dental materials as they apply to clinical and laboratory applications.

DEA 124 Dental Materials II

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Prerequisite: DEA 120, DEA 121, DEA 123 or program coordinator consent

Includes type, compositions, and uses of elastomeric impression materials and the fabrication of custom impression trays and temporary crowns.

DEA 125 Dental Radiography

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Prerequisite: DEA 121 or concurrent enrollment

NOTE: May be taken concurrently with DEA 120

Focuses on the science of radiography, the application of radiographic techniques, and aseptic techniques.

DEA 126 Infection Control

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

NOTE: May be taken concurrently with DEA 120, DEA 121 or program coordinator consent

Includes basic information concerning infection and disease transmission in the dental office. Emphasizes knowledge of microorganisms, with an emphasis on aseptic techniques, sterilization, and hazardous communication management.

DEA 131 Advanced Dental Radiography

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Prerequisite: DEA 120, DEA 121, DEA 125

Includes theory and techniques of exposing intra-oral and extra-oral radiographs on adults, children, edentulous, and special needs patients. Covers dental anatomy radiographic interpretation and aseptic techniques. Enables the student to expose radiographs on the x-ray mannequin and patients. Students must be a minimum of eighteen years of age.

DEA 132 Medical Emergencies

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: DEA 102, DEA 120, DEA 121

Includes techniques for taking and reading vital signs as well as Cardiopulmonary Resuscitation (CPR) for Health Care Providers. Emphasizes recognition, prevention, and management of medical emergency situations in the dental office. Covers completing and updating patient health history. Addresses pharmacology.

DEA 134 Prevention & Nutrition in Dentistry

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: DEA 102, DEA 120, DEA 121

NOTE: May be taken concurrently with DEA 122, DEA 132 or program coordinator consent

Includes techniques in preventive dentistry with an emphasis on fluoride application and oral home care instruction. Includes nutrition as it applies to dental health and diet counseling. Covers techniques for coronal polishing.

DEA 140 Dental Assisting National Board Review (Elective)

1 Credit Hour • 15 Contact Hours (Lecture)
Prerequisite: DEA 102, DEA 104, DEA 111, DEA 120, DEA 121, DEA 122, DEA 123, DEA 124, DEA 125, DEA 126, DEA 131, DEA 132, DEA 134, DEA 181, 2 years documented full time dental assisting experience or program coordinator consent

NOTE: May be taken concurrently with DEA 182

Focuses on a review for the Dental Assisting National Board (DANB) Examination.

DEA 181 Clinical Internship I

1 Credit Hour • 45 Contact Hours (Internship)
Prerequisite: Program coordinator consent

Includes the opportunity for clinical application of dental assisting techniques in a dental office or clinical setting as part of the American Dental Association's requirement of 300 clinical internship hours.

DEA 182 Clinical Internship II & Seminar

6 Credit Hours • 270 Contact Hours (Internship)
Prerequisite: DEA 181 or program coordinator consent

Focuses on clinical practice in private or public dental offices or clinics with clinical work experience in both general dentistry and specialty fields on a rotating basis.

DEA 200 Introduction to Expanded Functions

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: Permission of Program Coordinator. Graduate of an American Dental Association accredited dental assisting program, Certified Dental Assistant, or 2 years of documented full time dental assisting experience or program coordinator consent

Emphasizes techniques and concepts of expanded functions in dental assisting, including team management, placement and finishing of dental restorative materials, and adjunct procedures necessary to restorative dentistry.

DEA 205 Expanded Functions for the Dental Auxiliary

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: DEA 200

Focuses on clinical application of expanded functions in dental assisting.

Diesel Power Mechanics

DPM 100 Introduction to Diesel Mechanics

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
 Focuses on the student identifying and describing the many different types of diesel powered vehicles. Emphasis is placed on being able to research information in maintenance manuals and parts manuals along with demonstration of their abilities in properly identifying and select mechanical fasteners for a particular application. Specific coverage of precision fasteners, fuels, fluids as they relate to the diesel industry.

DPM 101 Diesel Shop Orientation

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: DPM 101 must be taken concurrently with DPM 100

Focuses on maintaining a safe and clean working heavy duty diesel shop. Emphasis is placed on the proper use and care for hand, electric, air and hydraulic tools safely. Covers how to clean equipment properly, to handle and dispose of hazardous materials correctly, and to apply mandated regulations. Emphasis is also placed on proper lifting equipment.

DPM 103 Diesel Engines I

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)

Prerequisite: DPM 100, DPM 101

Covers the theory and operation of diesel engines with emphasis on cylinder heads and valve trains diagnosis and repair. Also introduces the cooling system's importance with diagnosis and repair. Enables students to diagnose, test, and repair cylinder heads and cooling systems on diesel engines.

DPM 105 Heavy Duty Powertrains I

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Prerequisite: DPM 100, DPM 101

Focuses on drive axles and universal joints of heavy duty trucks and equipment. Students will cover operations, tests, removal, inspections, and repair of heavy duty drivelines, axles, and differentials.

DPM 106 Diesel Fuel Systems

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: DPM 100, DPM 101

Covers the theory of operation and repair of fuel injection systems. Provides laboratory assignments that involve disassembly, assembly, and service procedures on fuel system components.

DPM 107 Fundamentals of Four-Wheel & Front-Wheel Drive

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)

Prerequisite: DPM 100, DPM 101

Focuses on the operation and repair of four wheel drive and front wheel drive systems.

DPM 121 Hydraulic Systems I

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Prerequisite: DPM 100, DPM 101

Offers instruction on the basic fundamentals of hydraulics and their applications. Diagnosis, service, and testing along with safety are stressed within this course.

DPM 122 Hydraulic Systems II

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Prerequisite: DPM 100, DPM 101, DPM 121

Offers instruction on the repair, replacement, measuring, and subsequent adjustments of components. Identification and repairing pumps, control valves, and cylinders is stressed within this course.

DPM 140 H/D Steering & Suspension I

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Prerequisite: DPM 100, DPM 101

Emphasizes lecture and related lab in the diagnosis and service of Heavy Duty mechanical and air suspension systems, wheels/tires and pressure management systems.

DPM 203 Diesel Engines II

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)

Prerequisite: DPM 103

Covers the theory of operation and repair of diesel engines with emphasis on the cylinder block in big bore engines. Enables students to disassemble, inspect, and reassemble engines.

DPM 205 Heavy Duty Powertrains II

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: DPM 100, DPM 101

Teaches students to diagnosis clutch and transmission problems. Focuses on clutch, transmission, additional assembly operation, testing, and repairing. Students will learn removal, rebuilding, inspection, repairing, and replacement of all components. Covers electrical systems on transmissions and related assemblies.

DPM 206 Heavy Duty Brakes I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: DPM 100, DPM 101

Focuses on the various braking systems incorporated in heavy-duty trucks and heavy equipment. Includes a study of hydraulic brake systems and covers the diagnosis and service of the mechanical and electrical components.

DPM 207 Heavy Duty Brakes II

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: DPM 206

Teaches instruction in general service and maintenance procedures for the heavy-duty truck air brake system and its related pneumatic components. Operational checks, performance testing, and verifying system compliance with regulations (FMVSS No. 121) will be discussed.

DPM 210 Diesel Air Induction

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: DPM 100, DPM 101

Covers the theory of operation and repair of turbochargers, superchargers, intercoolers, and various induction systems. Examines factors regulating engine performance failure and procedures for reclaiming engine performance.

DPM 222 H/D Lighting & Instrumentation

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)
Prerequisite: DPM 100, DPM 101

Provides students with diagnosis and repair of lighting systems found on Medium /Heavy duty trucks and equipment. Emphasis on inspecting and testing of electrical circuits, switches and interfacing through data bus with on board computers.

DPM 240 H/D Steering & Suspension II

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)
Prerequisite: DPM 100, DPM 101

Emphasizes lecture and related lab in the diagnosis and service of Heavy Duty standard and air assisted steering along with chassis and frame alignment.

DPM 280 Internship

0-12 Credit Hours • 45 Contact Hours per Credit Hour (Internship)
Prerequisite: Permission of instructor

Provides students with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

Early Childhood Education

ECE 100 Pre-licensing Training for Family Child Care Providers

1 Credit Hour • 15 Contact Hours (Lecture)

Provides the educational training necessary to meet the hours and categories of training required by the Colorado Department of Human Services to open a licensed child care facility for children ages 2-12, with no more than two children under the age of two. Upon completion of 15 hours of training, in the areas listed below, the student will have met the academic training requirements of the Colorado Department of Human Services needed to open a licensed child care facility for children ages 2-12, with no more than two children under the age of two.

ECE 101 Introduction to Early Childhood Education

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090 or concurrent enrollment

Provides an introduction to Early Childhood Education. Includes the eight key areas of professional knowledge: Child Growth and Development; Health, Nutrition and Safety; Developmentally Appropriate Practices; Guidance; Family and Community Relationships; Diversity; Professionalism; Administration and Supervision. Focuses on ages birth through age eight.

ECE 102 Introduction to Early Childhood Lab Techniques

3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Practicum)

Prerequisite: ECE 103 or concurrent enrollment

Focuses on a classroom seminar and placement in a child care setting. The supervised placement provides the student with the opportunity to observe children, to practice appropriate interactions, and to develop effective guidance and management techniques. Addresses ages birth through age 8.

ECE 103 Guidance Strategies for Children

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090 or concurrent enrollment

Explores guidance theories, applications, goals, techniques, and factors that influence expectations, classroom management issues, and prosocial skills. Addresses ages birth through age 8.

ECE 111 Infant & Toddler Theory & Practice

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 060 or concurrent enrollment

Presents an overview of the theories, applications (including observations) and issues pertinent to infant and toddler development in group and/or family settings. Includes state requirements for licensing, health, safety, and nutrition issues.

ECE 112 Introduction to Infant/Toddler Lab Techniques

3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Practicum)

Prerequisite: ECE 111 or concurrent enrollment

Includes a classroom seminar and placement in an infant and/or toddler setting. The supervised placement provides the student with the opportunity to observe, to practice appropriate interactions, and to develop effective guidance and nurturing techniques with infants and/or toddlers. Addresses ages prenatal through age 2.

ECE 113 Infant/Toddler Lab Techniques II

3 Credit Hours • 135 Contact Hours (Practicum)

Prerequisite: ECE 111, ECE 112 or concurrent enrollment

Continues ECE 112 with responsibility for planning and implementing developmentally appropriate activities and care giving.

ECE 125 Science/Math & the Young Child

3 Credit Hours • 45 Contact Hours (Lecture)

Examines theories of cognitive development as a framework for conceptualizing the way young children acquire scientific and mathematical skills, concepts, and abilities. Enables students to research and develop appropriate individual and group scientific/mathematical activities for young children.

ECE 127 Music/Movement for the Young Child

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on the purposes of incorporating music and movement into the early childhood curriculum. Through active participation with hands-on experiences, students work with the concepts of age and developmental appropriateness when designing fun activities with both subjects.

ECE 191 School Age Theory & Practice

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 060 or concurrent enrollment

Emphasizes processes for planning and implementing developmentally appropriate environments, materials, and experiences in school age programs, working with children ages 6 – 12 years of age. Provides expression and problem-solving skills in school age children.

ECE 192 School Age Lab Techniques

3 Credit Hours • 135 Contact Hours (Practicum)

Prerequisite: ECE 191 or concurrent enrollment

Incorporates lab experience in before/after school, summer camp, or elementary school programs. Focuses on planning and implementing developmentally appropriate curriculum for school age children. Includes assisting the supervising teacher in all activities.

ECE 205 Nutrition, Health & Safety

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 060 or concurrent enrollment

Focuses on nutrition, health, and safety as a key factor for optimal growth and development of young children. Includes nutrient knowledge, menu planning, food program participation, health practices, management and safety, appropriate activities, and communication with families. Addresses ages from prenatal through age 8.

ECE 220 Curriculum Development: Methods & Techniques

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ECE 101 or concurrent enrollment, or faculty consent

Provides an overview of early childhood curriculum development. Includes processes for planning and implementing developmentally appropriate environments, materials and experiences, and quality in early childhood programs.

ECE 225 Language & Cognition for the Young Child

3 Credit Hours • 45 Contact Hours (Lecture)

*Prerequisite: PSY 238 or faculty consent**NOTE: Course offered at CCC Online only*

Examines theories of cognitive and language development as a framework for conceptualizing the way children acquire thinking skills. Includes observing, planning, facilitating, creative representation, and evaluating strategies within the context of play. Focuses on language, science, math, problem solving, and logical thinking. Addresses ages birth through age 8.

ECE 226 Creativity & the Young Child

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ECE 101 or concurrent enrollment, or faculty consent

Provides an emphasis on encouraging and supporting creative self expression and problem solving skills in children. Explores creative learning theories and research. Focuses on developmentally appropriate curriculum strategies in all developmental domains. Addresses ages birth through age 8.

ECE 237 Theories & Techniques of Social & Emotional Growth

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: Faculty consent

Incorporates student specific techniques and strategies for guiding and enhancing social and emotional growth in children 0-8 years. Introduces and compares the theories and theorists underlying quality interactions and patterns of social and emotional progression.

ECE 238 Child Growth & Development

4 Credit Hours • 67.5 Contact Hours (45 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: ENG 090 or concurrent enrollment

Covers the growth and development of the child from conception through the elementary school years. Emphasizes physical, cognitive, language, social and emotional domains and the concept of the whole child and how adults can provide a supportive environment. Ages addressed: prenatal through age 12. This course has an early childhood laboratory component.

ECE 240 Administration of Early Childhood Care & Education Programs

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ECE 101 or concurrent enrollment, or faculty consent

Examines Colorado's minimal licensing requirements, as well as optimal standards pertaining to the operation of programs for young children. Focuses on the director's administrative skills and role as a community advocate for young children. Addresses ages birth through age 12.

ECE 241 Administration: Human Relations for Early Childhood Professions

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ECE 101 or concurrent enrollment, or faculty consent

Focuses on the human relations component of an early childhood professional's responsibilities. Includes director-staff relationships, staff development, leadership strategies, parent-professional partnerships, and community interaction.

ECE 260 Exceptional Child

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 060 or concurrent enrollment

Presents an overview of typical and atypical developmental progression. Includes planning techniques, learning strategies, legal requirements, and accommodations and adaptations that are necessary in order to create an integrated classroom environment for a child with a wide range of exceptionalities. Focuses on ages birth through age 8.

ECE 261 Exceptional Child Lab Techniques

3 Credit Hours • 135 Contact Hours (Practicum)

Prerequisite: ECE 260 or concurrent enrollment

Incorporates a supervised experience in a program serving exceptional children in an inclusive setting. Focuses on the responsibility for planning and implementing developmentally appropriate activities, supporting classroom adaptations and accommodations, practicing appropriate interactions, and developing effective guidance and nurturing techniques.

ECE 279 Seminar

1-6 Credit Hours • 45 Contact Hours per credit (Practicum)

Prerequisite: Faculty consent

Provides students with an opportunity to examine aspects of early childhood education in detail.

ECE 289 Capstone: Early Childhood Education

5 Credit Hours • 225 Contact Hours (Work Experience)

Prerequisite: Faculty consent

Incorporates a demonstrated culmination of learning within a given program of study.

Economics

ECO 201 Principles of Macroeconomics: SS1

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on the study of the American economy, stressing the interrelationships among household, business, and government sectors. Explores saving and investment decisions, unemployment, inflation, national income accounting, taxing and spending policies, the limits of the market and government, public choice theory, the Federal Reserve System, money and banking, and international trade.

ECO 202 Principles of Microeconomics: SS1

3 Credit Hours • 45 Contact Hours (Lecture)

Studies the firm, the nature of cost, and how these relate to the economy as a whole. Analyzes economic models of the consumer, perfect competition, monopoly, oligopoly, and monopolistic competition. Explores economic issues including market power, population growth, positive and negative externalities, income distribution, poverty and welfare, discrimination, and international economic interdependence.

Education

EDU 110 Overview of Special Populations for Paraeducators

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: A reading level of 9th grade or faculty consent is required for entry into the class.

Provides students with knowledge in the areas of laws and history of special education; roles and responsibilities of paraeducators; planning for students with disabilities; typical and non-typical developmental stages of children and youth; basic learning concepts; cognitive, communicative, physical and affective needs of students with disabilities; understanding people with disabilities; transition, job coaching; and how to teach students self-advocacy skills.

EDU 111 Communication Skills with Special Populations for Paraeducators

3 Credit Hours • 45 Contact Hours (Lecture)

Provides knowledge in areas of effective communication skills, problem solving techniques, and analyzing self as communicator.

EDU 112 Health & Safety Issues in Schools for Paraeducators

1 Credit Hour • 15 Contact Hours (Lecture)

Provides students with the knowledge in the areas of health and safety issues in schools; basic first aid and CPR procedures; and the feeding and positioning of physically challenged students.

EDU 114 Student Behavior Management for Paraeducators

3 Credit Hours • 45 Contact Hours (Lecture)

Provides students knowledge in the areas of behavior modification; teaching appropriate behaviors; contingency contracts; observing and recording behavior; lunchroom supervision; and playground supervision.

EDU 131 Introduction to Adult Education

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces the student to the basic concepts in the instruction of adults. Emphases will be placed on understanding the adult learner and how their individual backgrounds and experiences can affect the learning process. Additionally, the course will cover applicable federal and state legislation which affects adult learning programs and will offer information on additional resources and associations in the field of Adult Education.

EDU 132 Planning, Organizing & Delivering Adult Education Instruction

3 Credit Hours • 45 Contact Hours (Lecture)

Covers the basics of planning an adult education program, organizing instruction within the various content areas and delivering the material in a variety of ways, both in groups and individualized instruction. A wide variety of learning principles and theories will be addressed in ways that show their applicability to the adult learner and his/her education. This course was designed to meet Colorado Literacy Instruction Authorization requirements.

EDU 133 Adult Basic Education (ABE)/ Adult Secondary Education (ASL)

3 Credit Hours • 45 Contact Hours (Lecture)

Specifically address the different levels within an Adult Education program. Each level will be addressed in terms of appropriate assessment tools and instructional techniques. Emphasis will be placed on teaching ways that the adult education instructor can encourage the development of cognitive skills at each level, as a springboard to the next higher level. This course was designed to meet Colorado Literacy Instruction Authorization requirements.

EDU 134 Teaching English as a Second Language to Adult Learners

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces the development and implementation of a program to teach English to adults whose first language is not English. Topics will range widely from assessment and placement to the theories behind language acquisition. Students will also cover a wide variety of methodologies, both group and individualized, that are aimed at teaching the non-English speaker the written and verbal skills, necessary to successfully function in the United States. This course was designed to meet Colorado Literacy Instruction Authorization requirements.

EDU 135 Family Literacy in Adult Education

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces the students to the philosophy and theory behind family literacy, as well as give practical advice on the development and implementation of a family literacy program. The four-component model of adult education, early childhood education, parent and child together time (PACT), and parenting will be covered, both in theory and practical application.

EDU 141 Basic Instructional Techniques for Paraeducators

3 Credit Hours • 45 Contact Hours (Lecture)

Provides students with knowledge in the areas of delivering instruction; grouping students; reading with students; modifying instructional materials; using technology; and utilizing adaptive equipment.

EDU 188 Practicum I

1-6 Credit Hours • 45 Contact Hours per credit hour (Practicum)

Provides students with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the education facility and with the direct guidance of the instructor.

EDU 220 Exploration of Teaching

2 Credit Hours • 30 Contact Hours (Lecture)

Gives students a study of the broad overview of topics related to the teaching profession, grades K-12. Provides a hands-on, relevant exploration to help each student personally consider a career in education.

EDU 221 Introduction to Education

3 Credit Hours • 45 Contact Hours (Lecture)

*Prerequisite: ENG 121**NOTE: Must have concurrent field-experience component if not embedded in the class*

Focuses on the historical, social, political, philosophical, cultural, and economic forces that shape the United States public school system. Includes current issues of educational reform, technology as it relates to education, and considerations related to becoming a teacher in the state of Colorado. Special interest will be paid to the topic of diversity in the K-12 school system.

EDU 232 Literacy in the Multicultural/Multilingual Classroom

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: faculty consent

Introduces students to the theories, methods, and techniques for teaching reading and language to children from diverse cultural and linguistic backgrounds. Includes field experience applying coursework with children.

EDU 250 CTE in Colorado

1 Credit Hour • 15 Contact Hours (Lecture)

Explores common elements of American community college philosophy and current practices. It details the philosophy of Career and Technical Education (CTE), the federal Carl D. Perkins legislation and related guidelines for CTE, national and state regulatory agencies, the CCCS program approval process, enrollment management and advising strategies, relevant local and national issues, and quality assurance principles.

EDU 260 Adult Learning & Teaching

3 Credit Hours • 45 Contact Hours (Lecture)

Examines the philosophy of community colleges and the roles and responsibilities of the faculty member within the college community. Introduces basic instructional theories and applications, with particular emphasis on adult learners. Includes syllabus development, learning goals and outcomes, and lesson plans. Emphasizes teaching to a diverse student body, classroom management, assessment and instructional technology.

EDU 261 Teaching, Learning & Technology

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: EDU 221 or EDU 260

Prepares students to integrate technology into their teaching curriculum. Enables the student to design educational and training materials incorporating instructional technology. Explores a variety of technologies, including the computer, Internet, multimedia, graphics, audio, and text with an emphasis on increasing learning through their use. Examines combining technology with a variety of instructional methodologies.

EDU 263 Teaching & Learning Online

3 Credit Hours • 45 Contact Hours (Lecture)

Provides faculty with the knowledge and skills necessary to design, develop, and deliver courses in a distance format. Focuses on assessment and evaluation methods and methods to incorporate interactive, collaborative and expanded learning activities.

EDU 265 Instructional Design

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: EDU 221 or EDU 260 or faculty consent

Introduces the student to a systematic approach to Instructional Design and the design of instruction with multimedia. Incorporates learning and instructional theory into course/training design to ensure the quality of instruction. Covers the process of goal analysis and learning needs coupled with the development of a delivery system to meet those needs. Includes the development of instructional materials and activities and the evaluation of all instruction and learner activities.

Electronics

ELT 101 Survey of Electronics

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Introduces electronics for consumers, individuals working in related fields, and those exploring Electronics Engineering Technology as a career option. Covers fundamental concepts, circuit diagrams, construction of circuits, test instruments, basic troubleshooting, and the operation of common electronic systems and circuits.

ELT 106 Fundamentals of DC/AC

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: MAT 090

Introduces the basic skills needed for many careers in electronics and related fields. Covers the operations and applications of basic DC and AC circuits consisting of resistors, capacitors, inductors, transformers, and diodes. Emphasizes the use of common test instruments in troubleshooting.

ELT 109 Quality Business Practices

1 Credit Hour • 15 Contact Hours (Lecture)

Covers current business practices designed to improve productivity and quality in the workplace. Addresses practices affecting materials and process control, as well as personnel-related issues of performance and work teams.

ELT 112 Advanced DC/AC

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: ELT 106 or concurrent enrollment

Continues to build on ELT 106 and covers advanced concepts of DC-AC circuits. Includes an expanded treatment of power supplies, dual-supply rectifier circuits, and Zener diode voltage regulators. Emphasizes troubleshooting.

ELT 134 Solid State Devices I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: ELT 112 or equivalent or waiver

Focuses on diode and transistor studies starting with a review of semiconductor materials. Emphasizes rectifier circuits, R-C and L-C filters, limiters and peak detectors, zener regulators, Schottky diodes, varactors/varistors, LED's bipolar transistors, transistor approximation, load-lines, biasing techniques, saturation, operating point, AC models including small-signal operation, h-parameters, and data sheet understanding and interpolation.

ELT 135 Solid State Devices II

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: ELT 134 or equivalent or waiver

Continues the study of transistors with an emphasis on application of modern devices to industrial circuits. Includes power amplifiers, Cascaded and Darlington configurations, field-effect devices, JFET's and MOSFET's, depletion and enhancement mode devices, biasing techniques, thyristors, SCR's and variations of the SCR family of devices.

ELT 147 Digital Devices I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: ELT 112

Introduces the operation and application of gates, flip-flops, counters, shift registers, encoders-decoders, and LED displays. Covers binary numbers, Boolean algebra, and troubleshooting.

ELT 148 Digital Devices II

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: ELT 147

Continues ELT 147 with emphasis on the operation and application of programmable logic devices, synchronous counters, multiplexers, liquid crystal displays, ROM and RAM. Includes specifications of ICs, display multiplexing, and design and minimization of circuits. Troubleshooting is emphasized.

ELT 215 Operational Amplifiers

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ELT 135

Focuses on a study of integrated operational amplifiers and their applications. Troubleshooting is emphasized.

ELT 258 Programmable Logic Controllers

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ELT 148

Covers the fundamentals of programmable logic controllers (PLCs) as they are applied in robotics and automation. Includes history, terminology, typical applications, hardware, and software. Incorporates lab and project activities that address operating, monitoring, programming, troubleshooting, and repairing PLC controlled lab trainers as well as actual industrial equipment.

ELT 263 Enhanced Microprocessor Systems

4 Credit Hours • 60 Contact Hours (Lecture)
Prerequisite: ELT 148

Focuses on microprocessor interfacing, industry standard serial and parallel interface devices, support software, development and implementation, system schematic orientation, logic analyzer, timing and measurement considerations, and troubleshooting techniques.

ELT 264 Enhanced Microprocessor Systems Lab

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)
Prerequisite: ELT 148; ELT 263 or concurrent enrollment

Covers construction, measurement, analysis, application, and experimentation with systems developed in ELT 263.

Emergency Management & Planning

EMP 101 Principles of Emergency Management

3 Credit Hours • 45 Contact Hours (Lecture)

Presents a broad overview of an emergency management system and the importance of an integrated approach to managing emergencies. Enables the student to formulate the elements of an integrated teamwork system and devise specific actions for improving their own contributions to local emergency management teams. Focuses on all disciplines that work together in planning for or responding to emergencies.

EMP 105 Emergency Planning

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces a specialized type of community planning that identifies local government strategies, resources and responsibilities for protecting citizens from the effects of disasters and other major emergency events. Focuses on the Emergency Operations Plan (EOP) and a jurisdiction's game plan for dealing with potential catastrophes resulting from natural hazards and/or human-caused hazards. Examines EOPs in detail including their history and evolution, process, recommended content, style and format, involved stakeholders, and implementation methods. Covers the context of emergency planning as it relates to long-range community planning. Addresses methods for conducting a comprehensive community hazard analysis and highlights lessons learned in recovering from a disaster.

EMP 106 Exercise Design Evaluation

3 Credit Hours • 45 Contact Hours (Lecture)

Provides knowledge and the development of skills that enable the student to train a staff and to conduct an exercise that tests a community's plan and its operational response capability. Enables the student to manage exercise evaluation activities before, during, and after an emergency management exercise.

EMP 107 Emergency Operations Center & Communications

3 Credit Hours • 45 Contact Hours (Lecture)

Provides the knowledge and skills to manage and operate an EOC during crisis situations. Covers aspects of properly locating and designing an EOC, how to staff, train and brief EOC personnel, and how to operate an EOC during various situations. Focuses on various aspects of information gathering and dissemination including best practices for use of computers in an EOC environment, promoting enhanced planning and better control information flow to safely and effectively make strategic response decisions.

EMP 240 Leadership & Influence

3 Credit Hours • 45 Contact Hours (Lecture)

Explores the dynamics of managing major emergency incidents, focusing on the National Incident Command System. Covers major incidents where large life, property, or economic losses are possible. Includes organization and staffing, incident and event planning/staffing, organizing a response to an incident, and incident resource management. Actual incidents are discussed and analyzed. Focuses on the experience of others in handling major emergencies and the preplanning of emergencies.

Emergency Medical Service

EMS 112 Emergency Medical Dispatch

2.5 Credit Hours • 37.5 Contact Hours (Lecture)

Provides technical and practical information, skill practice, and written examination for the current or potential emergency dispatcher.

EMS 115 First Responder

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Provides the student with core knowledge and skills to function in the capacity of a first responder arriving at the scene of an emergency, providing supportive care until advanced EMS help arrives.

EMS 125 EMT Basic

9 Credit Hours • 135 Contact Hours (Lecture)

NOTE: Current Healthcare Provider level CPR card or HPR 102 or concurrent enrollment required

Enables the student after successful completion of this course to take the EMT Certification Examination subject to the requirements of the Colorado Department of Health and Environment. Includes written and practical examinations. Student must be at least 18 years of age.

EMS 126 EMT Basic Refresher

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Prerequisite: Permission of Instructor

Provides the student with a refresher course designed to meet the recertification requirements for the State of Colorado and/or a portion of the recertification requirements for National Registry.

EMS 136 EMT/Paramedic Safety Issues in the Field

1 Credit Hour • 15 Contact Hours (Lecture)

Provides EMTs and paramedics with the skills needed to quickly assess the scene for potential hazards to themselves. Introduces topics on scene safety, evaluation of potential problem patients, verbal communication control techniques, physical control techniques for the problem patient, and scene control techniques.

EMS 150 Pediatric Education for Prehospital Professionals

1 Credit Hour • 15 Contact Hours (Lecture)

Provides the student with core knowledge and skills necessary to provide emergency care to the pediatric patient.

EMS 151 Geriatric Emergencies

3 Credit Hours • 45 Contact Hours (Lecture)

Addresses the problems most common in the elderly population. Provides the emergency medical services responder the necessary information to help understand those problems and provide quality care in the pre-hospital setting.

EMS 152 Wellness for Emergency Services

1 Credit Hour • 15 Contact Hours (Lecture)

Offers the EMS provider methods for coping with stress in the workplace and educates pre-hospital providers on finding additional options to reduce stress and make wise choices in the midst of difficult situations.

EMS 153 Advanced Patient Assessment & History Taking

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Teaches the pre-hospital health care provider techniques in assessing the patient – both medical and trauma. Covers history taking, documentation, communication and assessment techniques for the special patient.

EMS 170 EMT Basic Clinical

1 Credit Hour • 30 Contact Hours (Clinical)

Prerequisite: EMS 125 or concurrent enrollment

Grading: SU only

Provides the EMS student with the clinical experience required of initial and some renewal processes.

EMS 225 Fundamentals of Paramedic Practice

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: Permission of Instructor

Serves as the first course of the National Standard Paramedic Curriculum as approved by the Colorado State Department of Health and Environment.

EMS 226 Fundamentals of Paramedic Practice Lab

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Prerequisite: Permission of Instructor

Serves as the lab experience to coincide with EMS 225 topics.

EMS 227 Paramedic Special Considerations

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: Permission of Instructor

Focuses on a comprehensive study of Advanced Life Support Practice.

EMS 228 Paramedic Special Considerations Lab

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Prerequisite: Permission of Instructor

Serves as the lab experience for those students enrolled in EMS 227.

EMS 229 Paramedic Pharmacology

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: Permission of Instructor

Focuses on a comprehensive study of emergency pharmacology.

EMS 230 Paramedic Pharmacology Lab

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Prerequisite: Permission of Instructor

Serves as the required lab course in the paramedic education program.

EMS 231 Paramedic Cardiology

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: Permission of Instructor

Addresses cardiology topics as presented in the National Standard Curriculum for paramedics.

EMS 232 Paramedic Cardiology Lab

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: Permission of Instructor

Incorporates a hands-on application of principles of cardiac care in the hospital environment.

EMS 233 Paramedic Medical Emergencies

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: Permission of Instructor

Focuses on a comprehensive study of adult medical emergencies.

EMS 234 Paramedic Medical Emergencies Lab

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: Permission of Instructor

Focuses on a clinical study of adult and pediatric medical emergencies.

EMS 235 Paramedic Trauma Emergencies

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: Permission of Instructor

Focuses on a comprehensive study of adult and pediatric trauma emergencies.

EMS 236 Paramedic Trauma Emergencies Lab

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: Permission of Instructor

Serves as a lab presenting various acute trauma scenarios.

EMS 237 Paramedic Internship Preparatory

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: Permission of Instructor

Reviews concepts and techniques used in the pre-hospital setting.

EMS 280 Paramedic Internship I

6 Credit Hours • 270 Contact Hours (Work Experience)

Prerequisite: Permission of Instructor

Serves as the preceptor/internship program for paramedic students.

EMS 281 Paramedic Internship II

6 Credit Hours • 270 Contact Hours (Work Experience)

Prerequisite: Permission of Instructor

Serves as the continuation of EMS 280, preceptor program for paramedic students.

Engineering Graphics Technology

EGT 262 Sheet Metal Fabrication Drawings

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Investigates layout and design of sheet metal components. Explores developments (initial drawings), bend allowance calculations, and flat patterns.

English

ENG 030 Basic Writing Skills

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: REA 030 or appropriate assessment scores

Focuses on sentence and basic paragraph structure and development. Enables the student to review and improve grammar, usage, and punctuation skills while employing critical thinking strategies and the writing process to respond to a wide variety of writing situations.

ENG 060 Writing Fundamentals

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 030 (Grade of C or higher) and REA 030 (Grade of C or higher) or appropriate assessment scores

Focuses on paragraph structure and development and introduces the formal essay. Enables the student to review and improve grammar, usage, and punctuation skills while employing critical thinking strategies and the writing process to respond to a wide variety of writing situations.

ENG 090 Basic Composition

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 060 (Grade of C or higher) and REA 060 (Grade of C or higher) or appropriate assessment scores

Emphasizes critical thinking as students explore writing for specific purposes and audiences. Enables the student to develop skills required for college-level writing while reviewing paragraph structure and focusing on essay development.

ENG 115 Technical English & Communication

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: REA 060, appropriate assessment scores or ENG 060 (Grade of C or higher)

Focuses on the written and oral communication needs of students in vocational and technical fields. Enables the student to practice written, oral, reading, reasoning, and interpersonal communication skills in order to become successful (or to remain successful) in the workplace.

ENG 116 Designing Print Documentation

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on developing technical documents, such as product manuals and troubleshooting guides that are delivered to users in print form. Emphasizes content, organization, presentation, and style of print documentation. Introduces concepts of document preparation and printing, as well as project cycle management, working as part of a documentation team, and collaboration with technical experts.

ENG 117 Grammar, Usage, & Style for the Professional Writer

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on grammar, usage, and style issues facing the individual who writes on the job, either as a technical writer or a technical professional whose job involves a substantial writing component. Emphasizes knowledge and skills needed for clear, direct, competent communication. Introduces grammatical theory and practice and conventions of usage in English. Covers matters of style, particularly as they relate to clarity for a target audience.

ENG 118 Designing Online Documentation

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on developing technical documents that are delivered to users on line, such as online manuals and online help information. Emphasizes content, organization, presentation, and style of online documentation. Introduces hypertext and web publishing concepts, as well as project cycle management, working as part of a documentation team, and collaboration with technical experts.

ENG 121 English Composition I: CO1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090 (Grade of C or higher) and REA 090 (Grade of C or higher), or appropriate placement test score

Emphasizes the planning, writing, and revising of compositions, including the development of critical and logical thinking skills. This course includes a minimum of five compositions that stress analytical, evaluative, and persuasive/argumentative writing.

ENG 122 English Composition II: CO2

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 (Grade of C or higher)

Expands and refines the objectives of English Composition I. Emphasizes critical/logical thinking and reading, problem definition, research strategies, and writing analytical, evaluative, and/or persuasive papers that incorporate research.

ENG 131 Technical Writing I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090 (Grade of C or higher) or appropriate placement test score, student must be computer literate.

Develops skills one can apply to a variety of technical documents. Focuses on principles for organizing, writing, and revising clear, readable documents for industry, business, and government.

ENG 132 Technical Writing II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 131 (Grade of C or higher)

Expands and refines the objectives of ENG 131, emphasizing formal presentations, both written and oral.

ENG 205 Technical Editing

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on editing technical documents of varying lengths and types, from memos to product manuals. Emphasizes consistency, readability, and conformity to an organization's style manual. Introduces conventions governing content, organization, presentation, and style of technical documents. Covers how to develop a style manual. Introduces concepts of project cycle management, working as part of a documentation team, and collaboration with technical experts.

ENG 215 Playwriting I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 (Grade of C or higher)

Enables the student to learn and practice playwriting techniques, thereby improving creative writing skills. Emphasizes elements of dramatic structure, dialogue, styles, and theatrical practices. NOTE: This course is co-scheduled with THE 215 and may be taken as ENG 215 or THE 215 but not as both.

ENG 221 Creative Writing I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 (Grade of C or higher) or faculty consent

Teaches techniques for creative writing. Explores imaginative uses of language through creative genres (fiction, poetry, literary nonfiction) with emphasis on the student's own unique style, subject matter, and needs.

ENG 222 Creative Writing II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 221

Provides continued development of written expression in such forms as poetry, fiction, and/or nonfiction writing.

ENG 226 Fiction Writing

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 (Grade of C or higher)

Teaches techniques for creating fiction, including the study and appreciation of the language and forms of the short story.

ENG 227 Poetry Writing

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 (Grade of C or higher)

Teaches techniques for creating poems, including study of figurative language, forms, and sound patterns of poetry.

ENG 230 Creative Nonfiction

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 (Grade of C or higher)

Teaches students to incorporate literary techniques into factual writing. Enables the student to survey a wide range of readings and analyze form and content. Includes critical review, biographical profiles, travel writing, and memoirs. Provides the opportunity for students to write and review their own nonfiction in a supportive, constructive setting.

ENG 231 Literary Magazine

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 (Grade of C or higher)

Teaches the student the editorial process involved in preparing a literary magazine for publication. Covers the process of selection of material (fiction, nonfiction, poetry, and visual art) to be published, as well as design, layout, and production to prepare a manuscript for publication. Enables the student to produce a literary magazine.

ENG 235 Rhetoric & Propaganda

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 (Grade of C or higher)

Examines classical and modern theories of rhetoric, understood as effective, ethical means of persuasion, and the ways in which propaganda departs from these means. Enables the student to apply theories of rhetoric and propaganda to examples of presidential rhetoric, Nazi and Soviet propaganda, and other examples of persuasive writing. Includes the study of visual rhetoric with students constructing criteria for identifying visual propaganda, and studying the complex relationship, historically and in the present, between propaganda, democracy, advertising, and mass media.

English as a Second Language

ESL 011 Basic Pronunciation

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: appropriate placement score

Provides listening and speaking activities that help students recognize and produce English vowel and consonant sounds and common stress and intonation patterns.

ESL 012 Intermediate Pronunciation

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: appropriate placement score

Provides listening, speaking, and reading activities that help students recognize and produce a variety of stress and intonation patterns in English. Helps students to produce problematic English sounds.

ESL 021 Basic Grammar

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: appropriate placement score

Assists the student in mastering basic structures in English grammar through oral and written practice.

ESL 022 Intermediate Grammar

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: ESL 021 (Grade of C or higher) or appropriate placement score

Reviews basic grammar and introduces intermediate structures. Provides integrated practice through a variety of oral and written exercises.

ESL 023 Advanced Grammar

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: ESL 022 (Grade of C or higher) or appropriate placement score

Reviews intermediate grammar. Introduces advanced structures with increased emphasis on written communication.

ESL 031 Basic Conversation

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: appropriate placement score

Provides listening and speaking activities that help the student communicate more competently. Provides practice with pronunciation, vocabulary, and basic grammatical patterns.

ESL 032 Intermediate Conversation

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ESL 031 (Grade of C or higher) or appropriate placement score

Teaches listening, pronunciation, and conversation skills. Increases speed and accuracy in speaking through free and guided conversational practice.

ESL 041 Basic Reading

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: appropriate placement score

Improves comprehension of simple written texts through vocabulary building and reading strategies.

ESL 042 Intermediate Reading

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ESL 041 (Grade of C or higher) or appropriate placement score

Helps the student read more quickly and accurately and understand a variety of intermediate level reading material.

ESL 043 Advanced Reading

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ESL 042 (Grade of C or higher) or appropriate placement score

Prepares the student for academic reading assignments. Assists the student to read more accurately and critically through the development of vocabulary knowledge and reading skills. Introduces research skills.

ESL 052 Intermediate Composition

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: appropriate placement score

Introduces the fundamentals of paragraph organization and development. Assists the student in developing sentence variety and grammatical competency within well-organized paragraphs.

ESL 053 Advanced Composition

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ESL 052 (Grade of C or higher) or appropriate placement score

Reviews paragraph organization and develops the skill of writing essays using selected rhetorical modes. Stresses accurate use of advanced grammatical structures. Includes summarizing, paraphrasing, and research writing.

Environmental Science

ENV 101 Introduction to Environmental Science: SC1

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Provides an introduction to the basic concepts of ecology and the relationship between environmental problems and biological systems. Includes interdisciplinary discussions on biology, chemistry, geology, energy, natural resources, pollution, and environmental protection. Using a holistic approach, students will study how the foundations of natural sciences interconnect with the environment. This course includes laboratory experience.

Equine Management

EQM 101 Stable Operations I

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Focuses on the routine daily care, grooming, feeding, stable sanitation, daily health, and feed records of horses.

EQM 102 Stable Operations II

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Builds on EQM 101 and continues focus on the routine daily care, grooming, feeding, stable sanitation, daily health, and feed records of horses.

EQM 103 Management Practicum I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: ASC 102

Enables students to gain practical experience in basic horse husbandry, basic horsemanship and stable management practices. Students are assigned a horse and practice day-to-day management at the college's equine facility. Through practical experience students develop professional characteristics in appearance, attitude, and work ethic.

EQM 115 Equine Reproduction

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: ASC 102

Covers the basic anatomy and physiology of equine reproduction. Addresses general reproduction management of the mare and stallion.

EQM 151 Horse Production

4 Credit Hours • 60 Contact Hours (Lecture)

Focuses on the external anatomy, and internal anatomy and physiology including skeleton, joints, muscles, digestive system, urinary-excretory system, respiratory system, circulatory system, nervous system, skin and hair. Covers the elements of conditioning these systems for various levels of training.

EQM 158 Equine Reproduction II

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: ASC 102

Introduces horse reproduction and the various breeding and management practices found on breeding farms. Covers physiology of the mare and stallion reproductive systems, care of the stallion and the mare, mare heat detection, breeding, care of pregnant mares, foaling, problems in the foal, and care of the foal and yearling.

EQM 201 Stable Operations III

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: EQM 102

Familiarizes the student with the routine daily care, grooming, feeding, stable sanitation, daily health, and feed records of horses.

EQM 202 Stable Operations IV

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: EQM 201

Familiarizes the student with the routine daily care, grooming, feeding, stable sanitation, daily health, and feed records of horses.

EQM 203 Management Practicum II

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: EQM 103

Builds on EQM 103 by enabling students to gain practical experience in horse husbandry, horsemanship and stable management practices. Students are assigned a horse and practice day-to-day management at the college's equine facility. Through practical experience students develop professional characteristics in appearance, attitude, and work ethic.

EQM 210 Equine Health

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: ASC 102

Assists students in planning annual equine health programs. Introduces Students methods of prevention, recognition, and treatment of common equine diseases.

EQM 251 Equine Management

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: EQM 151

Covers practical aspects of horse and stable management, feeds and nutrition, diseases and wounds, unsoundness and blemishes, castration, immunization, worming, health care, care of feet and legs, organizing stable routine and activities, stable records and stable construction. Focuses on marketing methods and promotional advertising methods for stables, trainers and horses.

Equine Training

EQT 253 Applied Horsemanship

5 Credit Hours • 112.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: ASC 243

Provides the student intermediate to advanced horsemanship and maneuvers, with emphasis on individual work.

Ethnic Studies

ETH 200 Introduction to Ethnic Studies: SS3

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces students to the issues of race and ethnicity. Emphasizes ethnic relations in the United States as it pertains to four major groups: Americans of African, Asian, Latino and Native descent. Explores issues of racial and ethnic identity, racism and discrimination, stereotyping, prejudice, segregation, colonialism, integration and acculturation.

Facilities Maintenance Technology

FMT 101 Facilities Maintenance – Custodial Techniques

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)

Focuses on products and techniques of maintaining commercial or industrial buildings. Covers health standards and issues.

FMT 102 Facilities Maintenance – Electricity

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)

Focuses on electrical fundamentals as applied to residential and commercial facilities maintenance. Covers repair, service, and maintenance of electrical systems and codes.

FMT 103 Facilities Maintenance – Plumbing

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)

Addresses troubleshooting, servicing, and repairing of plumbing systems found in commercial and industrial buildings. Includes codes and safety practices.

FMT 112 Swimming Pool Maintenance

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Focuses on the fundamentals of pool operation and maintenance techniques for private and public swimming pools.

FMT 201 Appliance Technology I

7 Credit Hours • 135 Contact Hours (45 Lecture, 90 Lecture/Lab Combination)

Prerequisite: HVA 105, HVA 132 or faculty consent

Examines mechanical systems, water distribution, and electrical and gas systems of laundry equipment. Includes service and repair on washers and dryers.

FMT 202 Appliance Technology II

7 Credit Hours • 135 Contact Hours (45 Lecture, 90 Lecture/Lab Combination)

Prerequisite: HVA 105, HVA 132

Examines mechanical systems, water distribution, and electrical and gas components of kitchen equipment. Covers service and repair on dishwashers, disposals, ranges, and microwave ovens.

FMT 203 Appliance Technology III

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)

Prerequisite: HVA 105, HVA 132

Instructs students in the fundamentals of operation, theory, and troubleshooting electronic controls found in modern household appliances.

FMT 204 Building Maintenance

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)

Prerequisite: Sophomore standing or faculty consent

Focuses on light construction, repairs, and maintenance of buildings and explores trends and issues in facilities maintenance. Covers preventative maintenance methods.

Farrier Science

FAS 100 Farrier Science I

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)

Grading: SU only

Focuses on horses from evolution to the present with emphasis on existing breeds and shoeing requirements. Course also covers behavior patterns of horses, proper handling and safety, need for and frequency of shoeing, anatomy and physiology of the lower leg, angles, hoof preparation, shoe selection, shaping, and basic techniques.

FAS 110 Farrier Science II

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)

Prerequisite: FAS 100

Grading: SU only

Focuses on corrective shoeing for pleasure horses and racehorses. Emphasizes anatomy of horses, physiology of the lower leg, preliminary examination, and natural angles of the legs, hoof preparation, and normal shoeing.

FAS 120 Farrier Science III

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)

Prerequisite: FAS 110

Grading: SU only

Introduces special purpose shoeing for racehorses, trail horses, etc. Examines corrective shoeing, shoeing requirements for various breeds, special purpose plating, special equipment, and public relations.

FAS 130 Master Farrier I

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)

Prerequisite: FAS 120

Grading: SU only

Continues the basic farrier course. Enables the Master student to assist the instructor during both theory and laboratory sessions by evaluating basic course students in the process of shoe shaping, analysis of gaits, and proper horse handling.

FAS 140 Master Farrier II

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)

Prerequisite: FAS 130

Grading: SU only

Allows Master students to assist the instructor in teaching anatomy of horses, physiology of the lower leg, natural angle of the leg, and hoof preparation. Incorporates student research and reports on assigned subjects.

FAS 150 Master Farrier III

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/Lab Combination)

Prerequisite: FAS 140

Grading: SU only

Enables the student to demonstrate skill in all phases of horseshoeing, especially in the area of corrective shoeing and unusual hoof repair.

Finance

FIN 106 Consumer Economics

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on consumer effectiveness based on consumer choice theory, maximizing income through informed decision making, product utility, and customer satisfaction.

FIN 201 Principles of Finance

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ACC 101 or 121, MAT 112

Provides factual knowledge of financial institutions and the monetary system used in the United States in relationship to the global economy. Examines tools and techniques such as capital budgeting, time value of money, analysis of financial statements, cost of capital, and risk analysis to analyze business decisions, plan and determine project and firm value, and evaluate sources of financing.

Fire Science Technology

FST 100 Firefighter I

9 Credit Hours • 157.5 Contact Hours (90 Lecture, 67.5 Lecture/Lab Combination)

Addresses the requirements necessary to perform at the first level of progression as identified in National Fire Protection Association (NFPA) 1001, Firefighter Professional Qualifications. This is a lecture and lab course for meeting the NFPA 1001, level I, standard.

FST 101 Firefighter II

6 Credit Hours • 135 Contact Hours (Lecture/Lab Combination)

Addresses the requirements necessary to perform at the second level of progression as identified in National Fire Protection Association (NFPA) 1001, Fire Fighter Professional Qualifications. This is a lecture and lab course for meeting the NFPA 1001, level II, standard.

FST 102 Principles/Emergency Services

3 Credit Hours • 45 Contact Hours (Lecture)

Provides an overview to fire protection; career opportunities in fire protection and related fields; philosophy and history of fire protection/service; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government ; laws and regulations affecting the fire service; fire service nomenclature ; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics.

FST 103 Occupational Safety & Health for Fire

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces the basic concepts of occupational health and safety as it relates to emergency service organizations. Topics include risk evaluation and control procedures for fire stations, training sites, emergency vehicles, and emergency situations involving fire, EMS, hazardous materials, and technical rescue. Upon completion of this course, students should be able to establish and manage a safety program in an emergency service organization.

FST 104 Fire Protection Systems

3 Credit Hours • 45 Contact Hours (Lecture)

Provides information relating to the features of design and operation of fire alarm systems, water-based fire suppression systems, special hazard fire suppression systems, water supply for fire protection and portable fire extinguishers.

FST 105 Building Construction for Fire Protection

3 Credit Hours • 45 Contact Hours (Lecture)

Provides the components of building construction that relate to fire and life safety. The focus of this course is on firefighter safety. The elements of consideration and design of structures are shown to be key factors when inspecting buildings, preplanning fire operations, and operating at emergencies.

FST 106 Fire Prevention

3 Credit Hours • 45 Contact Hours (Lecture)

Provides fundamental information regarding the history and philosophy of fire prevention, organization and operation of a fire prevention bureau, use of fire codes, identification and correction of fire hazards, and the relationships of fire prevention with built-in fire protection systems, fire investigation, and fire and life-safety education.

FST 107 Hazardous Materials Operations (Level I)

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces hazardous materials incidents, recognizing and identifying hazardous materials, planning response, implementing response procedures, decision making, and continued evaluation at the awareness and operation level.

FST 110 Job Placement & Assessment

3 Credit Hours • 52.5 Contact Hours (30 Lecture, 22.5 Lecture/Lab Combination)

Addresses all aspects of the Fire Service entrance examination process and especially emphasizes various components of the exam, including the written, physical abilities, and oral interview. The objective of this class is to help increase the entrance firefighter candidate's chance of obtaining a career in the Fire Service.

FST 150 Introduction to Fire Prevention Education

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on conducting prevention and education needs assessment, targeting audiences, development and delivery of prevention and education programs. Includes methods of conducting fire prevention and safety inspections.

FST 151 Driver-Operator

3 Credit Hours • 45 Contact Hours (Lecture)

Provides the student with the basic knowledge and skills to safely operate fire apparatus according to the NFPA professional standard. Enables the student to display and demonstrate knowledge of fire apparatus, operation of apparatus, pumps and pumping, hydraulics calculations, maintenance, and testing.

FST 160 Candidate Physical Abilities Test Prep

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Grading: SU only

Prepares students for the CPAT test and other related fitness testing for entry level firefighters. The course will focus on aerobics and strength training to assist students in passing a CPAT test or any related fitness entry level test. Students will also be trained on how to use various firefighting tools as they pertain to how the tools will be used in the CPAT or other related entry level fitness test.

FST 201 Instructional Methodology (Fire Instructor I, II)

3 Credit Hours • 45 Contact Hours (Lecture)

Covers the role and responsibility of the fire service instructor. Includes oral communication skills, concepts of learning, planning and development of lesson plans, instructional materials and delivery methods, testing and evaluations, records and reports, and demonstration of instructional abilities.

FST 202 Strategy & Tactics

3 Credit Hours • 45 Contact Hours (Lecture)

Provides an in-depth analysis of the principles of fire control through utilization of personnel, equipment, and extinguishing agents on the fire ground.

FST 203 Fire Hydraulics & Water Supply

4 Credit Hours • 60 Contact Hours (Lecture)

Provides a foundation of theoretical knowledge in order to understand the principles of the use of water in fire protection and to apply hydraulic principles to analyze and to solve water supply problems.

FST 204 Principles of Code Enforcement

3 Credit Hours • 45 Contact Hours (Lecture)

To provide the students with the fundamental knowledge of the role of code enforcement in a comprehensive fire prevention program.

FST 205 Fire Investigation I

3 Credit Hours • 45 Contact Hours (Lecture)

Provides the student with the fundamentals and technical knowledge needed for proper fire scene interpretations, including recognizing and conducting origin and cause, preservation of evidence and documentation, scene security, motives of the fire setter, and types of fire causes.

FST 206 Fire Company Supervision & Leadership

(Fire Officer I)

3 Credit Hours • 45 Contact Hours (Lecture)

Covers fire department organization, management philosophies, leadership traits, time management, group dynamics, communications, motivation counseling, conflict resolution, and employee discipline. Meets components of Fire Officer I State Certificate.

FST 207 Firefighting Strategy & Tactics II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: FST 202

Focuses on tactics and strategies associated with transportation emergencies and fires, high-rise fires, below-ground incidents, confined space emergencies, and special rescue situations.

FST 250 Chemistry for Fire Protection

3 Credit Hours • 45 Contact Hours (Lecture)

Addresses the actions and reactions of commonly encountered products and chemicals, chemical properties, and field applied chemistry.

FST 252 Fire Investigation II

3 Credit Hours • 45 Contact Hours (Lecture)

Provides the student with advanced technical knowledge on rule of law, fire scene analysis, fire behavior, evidence collection and preservation, scene documentation, case preparation, and testifying.

FST 253 National Incident Management System (NIMS)

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: FST 202

Focuses on the National Incident Management System including fire ground management and resource management. Multiagency coordination systems are discussed, organization preparedness for large scale emergencies, Communication and information are addressed. The course concludes with a review of the National Response Plan.

FST 254 Hazardous Materials Technician Level

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: FST 107

Focuses on techniques associated with hazardous materials mitigation, the use of monitoring devices, components of a mitigation teams, command and control of hazardous materials incidents.

FST 255 Fire Service Management

3 Credit Hours • 45 Contact Hours (Lecture)

Serves as the basic management course for present and potential members of the fire service, and for students and members of other fire science-related professions. Introduces the student to current management practices and philosophies and real-world applications from the supervisor's point of view. Covers decision making/problem solving, communication skills, conflict resolution, creativity and innovation, as well as the role of the manager in supervising personnel and programs, e.g., motivation, leadership, counseling, ethics, and handling discipline and grievances.

FST 257 Fire Department Administration

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: FST 206

Focuses on the operations of volunteer and combination fire departments, compliance with standards and ordinances, funding, recruiting, hiring and retaining employees, funding and budgeting, organizational planning, and public relations.

FST 258 Wildland Fire Incident Management & Organization

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: FST 152 or previous certified red card training

Introduces and develops supervisory and decision-making skills for fireline management individuals. Covers (1) First Attack Incident Commander, (2) Crew Supervisor, (3) Incident Commander Multi-resource, and (4) Task Force/Strike Team Leader. All four courses are certifiable by the Incident Command System under NIMS and recognized by the National Wildfire Coordinating Group. Covers fireline safety, size-up, incident planning, ordering, tactics, strategies, and administrative duties.

FST 259 Wildland Firefighting Strategy & Tactics

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on management of uncontrolled fire burning, urban/wildland interface, strategy and tactics used in controlling wild land fires, prevention methods, and incident command practices.

Fire Science Wildland

FSW 100 S-190 Introduction to Wildland Fire Behavior

1 Credit Hour • 15 Contact Hours (Lecture)

Provides instruction in the primary environmental factors that affect the start and spread of wildfire and recognition of potentially hazardous situations. This course can be taught in conjunction with or prior to Firefighting Training S-130.

FSW 101 S-130 Firefighting Training

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Provides entry-level firefighter skills. A version of the L-180, Human Factors on the Fireline, is included as part of the course. Credit should be issued for S-130.

FSW 102 S-131 Firefighter Type I

.5 Credit Hours • 7.5 Contact Hours (Lecture)

Designed to meet the training needs of the Firefighter Type I. It contains several tactical decision modules designed to facilitate learning the objectives and class discussion. This course is designed to be interactive in nature. Topics include fireline reference materials, communications, and tactical decision making.

FSW 103 D-110 Dispatch Recorder with Introduction to Ross

1 Credit Hour • 15 Contact Hours (Lecture)

Trains potential dispatch recorders on the structure of an expanded dispatch organization and how to effectively perform within that organization. Course will provide the student with a working knowledge of the purpose and process of completing the resource order and other dispatch forms. It will also provide instruction on established dispatch procedures.

FSW 104 I-100 Introduction to ICS

.25 Credit Hours • 3.75 Contact Hours (Lecture)

Address the ICS organization basic terminology, and common responsibilities. It provides a foundation upon which to enable entry-level personnel to function appropriately in the performance of incident-related duties. For students continuing through more complex ICS modules, this course may be used as pre-course work.

FSW 105 L-180 Human Factors on the Fire Line

.25 Credit Hours • 3.75 Contact Hours (Lecture)

Designed for unit-level supervisors to use when delivering orientation training to new crewmembers. Presentation of the course involves a few short lecture segments, but the primary content is delivered by video and is supported with small group exercises. Topics include: situation awareness, basic communication responsibilities, attitude and stress barriers, decision-making processes, and teamwork principles.

FSW 140 S-200 Initial Attack Incident Commander

1 Credit Hour • 15 Contact Hours (Lecture)

Designed to meet the training needs of the ICT4. It is presented in a lecture/discussion format and supplemented with group exercises. The six instructional units cover: Readiness and Mobilization; Size-up, Planning, and Ordering; Deployment and Containment; Administrative Requirements; and Post-Fire Evaluation.

FSW 141 S-203 Introduction to Incident Information

2 Credit Hours • 30 Contact Hours (Lecture)

Provides students with the knowledge and skills they need to serve as type 3 information officers (IOF3). It touches on virtually all aspects of establishing and maintaining an incident information operation, communicating with internal and external audiences to handling special situations.

FSW 142 S-211 Portable Pumps & Water Use

1.5 Credit Hours • 26.25 Contact Hours (15 Lecture, 11.25 Lecture/Lab Combination)

Consists of three areas: supply, delivery, and application of water. Students will be required to demonstrate their knowledge of correct water use, basic hydraulics, and equipment care. The module requires set up, operation, and maintenance of pump equipment. To receive credit for this course, students must have modules observed and approved.

FSW 143 S-212 Wildfire Chain Saws

1.5 Credit Hours • 30 Contact Hours (7.5 Lecture, 22.5 Lecture/Lab Combination)

Provides introduction to the function, maintenance and use of internal combustion, engine-powered chain saws and their tactical wildland fire application. Modules support entry-level training for firefighters with little or no previous experience in operating a chain saw and provides hands-on cutting in surroundings similar to fireline situations.

FSW 144 S-215 Fire Operations in the Wildland/Urban Interface

2 Credit Hours • 30 Contact Hours (Lecture)

Designed to assist structure and wildland firefighters who will be making tactical decisions when confronting wildland fire that threatens life, property, and improvements in the wildland/urban interface. Instructional units include interface awareness, size up, initial strategy and incident action plan, structure triage, structure protection tactics, incident action plan assessment and update, follow up and public relations, and firefighter safety in the interface.

FSW 145 S-230 Crew Boss

1.5 Credit Hours • 22.5 Contact Hours (Lecture)

Designed to produce student proficiency in the performance of duties associated with the single-resource boss position from initial dispatch through demobilization to the home unit. Topics include operational leadership, preparation and mobilization, assignment preparation, risk management, entrapment avoidance, safety and tactics, offline duties, demobilization and post-incident responsibilities.

FSW 146 S-231 Engine Boss (Single Resource)

1 Credit Hour • 15 Contact Hours (Lecture)

Designed to produce student proficiency in the performance of the duties associated with engine boss, single resource (ENGB). Topics include engine and crew capabilities and limitations, information sources, fire size up considerations, tactics and wildland/urban interface.

FSW 147 S-234 Ignition Operations

2 Credit Hours • 30 Contact Hours (Lecture)

Provides training in the functional roles and responsibilities connected with firing operations. The course covers planning, ignition procedures and techniques, and equipment applicable to wildland and prescribed fire. This course also addresses the role of the ignition specialist or firing boss as the organization manages escalation from a non-complex to a complex situation.

FSW 148 S-248 Status/Check-in Recorder

1 Credit Hour • 15 Contact Hours (Lecture)

Designed to introduce students to the tools and techniques used to perform the duties of status check-in recorder (SCKN). The course provides an overview of what a student can expect if dispatched to an incident. Each student will need access to a computer that has the most current incident automation software (currently I-Suite).

FSW 149 S-260 Interagency Incident Business Management

1 Credit Hour • 15 Contact Hours (Lecture)

Designed to meet the general training needs of all positions for which an understanding of interagency incident business management is required. The Interagency Incident Business Management Handbook, PMS 902, is used as the primary job aid to supplement this course. It provides the basic policy and direction for incident business management.

FSW 150 S-261 Applied Interagency Incident Business

1 Credit Hour • 15 Contact Hours (Lecture)

Designed for entry-level finance positions. It is designed to be taken after completion of Interagency Business Management (S-260).

FSW 151 S-270 Basic Air Operations

1 Credit Hour • 15 Contact Hours (Lecture)

Covers aircraft types and capabilities, aviation management and safety for flying in and working with agency aircraft, tactical and logistical uses of aircraft, and requirements for helicopter take-off and landing areas.

FSW 152 S-271 Helicopter Crew Member

2 Credit Hours • 30 Contact Hours (Lecture)

Provide student proficiency in all areas of the tactical and logistical use of helicopters to achieve efficiency and standardization. Topics include: aviation safety, aircraft capabilities and limitations, aviation life support equipment, aviation mishap reporting, pre-flight checklist and briefing/debriefing, aviation transportation of hazardous materials, crash survival, helicopter operations, helicopter field exercise. This course contains the following OAS modules: A-101, A104, A-105, A-106, A-108, A-110, A-113, A-209, and A-210.

FSW 153 S0-290 Intermediate Wildland Fire Behavior

2 Credit Hours • 30 Contact Hours (Lecture)

Designed to prepare the prospective supervisor to undertake safe and effective fire management operations.

FSW 154 FI-210 Wildland Fire Origin & Cause Determination

2.5 Credit Hours • 37.5 Contact Hours (Lecture)

Provide a consistent knowledge and skill base for the Wildland Fire Origin and Cause Determination Investigator (INVF). The concepts taught in this course will help an INVF perform at an acceptable level on a national basis without regard to geographic boundaries. The course is presented by lecture, electronic presentations, field exercises, and class discussion.

FSW 155 I-200, IS-200, Q-436 Basic ICS: ICS for Single Resources and Initial Action Incidents

1.5 Credit Hours • 22.5 Contact Hours (Lecture)

Introduce students to the principles of the Incident Command System (ICS) associated with incident-related performance. Topics include leadership and management, delegation of authority and management by objectives, functional areas and positions, briefings, organizational flexibility, transitions and transfers. This course was developed in conjunction with the US Fire Administration (Q-463) and the Emergency Management Institute (IS-200). These courses are built on the same lesson objectives and content as the NWCG I-200 course and are interchangeable; they are all National Incident Management System (NIMS) compliant.

FSW 156 L-280 Followership/Leadership

1 Credit Hour • 15 Contact Hours (Lecture)

Combines one day of instruction followed by a second day with students working through a series of problem-solving events. This course is for individuals preparing to step into a leadership role. Topics include: leadership values and principles, transition challenges for new leaders, situational leadership, team cohesion factors, and ethical decision-making.

FSW 200 S-300 Extended Attack Incident Commander

1 Credit Hour • 15 Contact Hours (Lecture)

Designed to meet the training needs of the incident commander type 3 (CT3). The six instructional units cover Information Gathering, Planning, Supporting Organization, Operations, Transitioning, and Demobilization/Administrative Requirement.

FSW 201 S-330 Task Force/Strike Team Leader

1.5 Credit Hours • 22.5 Contact Hours (Lecture)

Designed to meet the training requirements outlined in the Wildland Fire Qualification System Guide and the Positions Task Books (PTB) developed for the positions of Task Force Leaders and Strike Team Leader. Examples and exercises in this package are specific to wildland fire suppression.

FSW 202 S-336 Tactical Decision Making in Wildland Fire

2 Credit Hours • 30 Contact Hours (Lecture)

Designed to meet training requirements in the Operations Section of the Incident Command System. Examples and exercises in this package are specific to wildland fire suppression.

FSW 203 S-339 Division/Group Supervisor

1 Credit Hour • 15 Contact Hours (Lecture)

Prepares the student to perform in the role of division/group supervisor. It will provide instruction in the support of the specific tasks of division/group supervisor. Topics include division/group management, organizational interaction, and division operations.

FSW 204 S-359 Medical Unit Leader

1 Credit Hour • 15 Contact Hours (Lecture)

Designed to provide the skills and knowledge needed to perform in the role of medical unit leader (MEDL). Topics include gathering information, organizing, supervising, evaluating, documenting, and demobilizing the medical unit.

FSW 205 S-390 Introduction to Fire Behavior Calculations

2 Credit Hours • 30 Contact Hours (Lecture)

Develop knowledge and skills required for effective fire behavior prediction. This course introduces fire behavior calculations by manual methods, using nomograms. The student gains an understanding of the determinants of fire behavior through studying input (wind, slope, fuels, and fuel moisture.) Students also learn how to interpret fire behavior output. Local and regional environmental differences are stressed.

FSW 206 I-300 Intermediate ICS for Supervisors & Expanding Incidents

1.5 Credit Hours • 22.5 Contact Hours (Lecture)

Provides a greater description and detail of the Incident Command System (ICS) organization and operations, including application of essential principles and description of air operations. This course comprises five of the 17 instructional modules making up the ICS curriculum. These include Organization and Staffing (Module 7), Organizing for Incidents or Events (Module 8), Incident Resources Management (Module 9), Air Operations (Module 10), and Incident and Event Planning (Module 11).

FSW 240 S-440 Planning Section Chief

1 Credit Hour • 15 Contact Hours (Lecture)

Designed to meet a portion of the training needs of the planning section chief type 2 (PSC2). Topics include information gathering, strategies and briefings, incident action plan (IAP), interactions, forms, documents, supplies, demobilization, and an optional technology section. In the final module, the students observe a simulated planning meeting and use the information derived to find errors in an incident action plan (IAP).

FSW 241 I-400 Advanced ICS for Command & General Staff & Complex Incidents

1.5 Credit Hours • 22.5 Contact Hours (Lecture)

Directs the student towards an operational understanding of large single-agency and complex multi-agency/multi-jurisdictional incident responses. Presented in an intense participative classroom environment, this course focuses on area command and staff issues, as well as the planning, logistical and fiscal considerations associated with complex incident management and interagency coordination. This course comprises four of the 17 instructional modules making up the ICS curriculum. These include Command and General Staff (Module 12), Unified Command (Module 13), Major Incident Management (Module 14), Area Command (Module 15).

FSW 242 M-480 Multi-Agency Coordinating MAC Group

.5 Credit Hour • 7.5 Contact Hours (Lecture)

Designed to train and orient potential Multi-Agency Coordinating (MAC) Group members and MAC Group Coordinators. It will provide the students with a working knowledge of the Multi-Agency Coordination System and the organization that helps support MAC Group activities.

Foreign Languages

See specific language for a list of courses offered. American Sign Language, Arabic, French, German, Italian, Japanese, Russian, Spanish.

French

FRE 101 Conversational French I

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces beginning students to conversational French and focuses on understanding and speaking French. Covers basic vocabulary, grammar, and expressions that are used in daily situations and in travel.

FRE 111 French Language I

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: ENG090

Begins a sequence dealing with the development of functional proficiency in listening, speaking, reading, and writing the French language.

FRE 112 French Language II

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: FRE 111 (Grade of C or higher) or faculty consent

Continues French I in the development of functional proficiency in listening, speaking, reading, and writing the French language.

FRE 211 French Language III: AH4

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: FRE 112 (Grade of C or higher) or faculty consent

Continues French I and II in the development of increased functional proficiency in listening, speaking, reading, and writing the French language.

FRE 212 French Language IV: AH4

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: FRE 211 (Grade of C or higher) or faculty consent

Continues French I, II, and III in the development of increased functional proficiency in listening, speaking, reading, and writing the French language.

Geographic Information Systems

GIS 100 GIS Fundamentals

1 Credit Hour • 15 Contact Hours (Lecture)

Provides information on the basic concepts of GPS (Global Positioning Systems) and GIS (Geographic Information Systems). Defines the two systems and explains the link from one to the other. Analyzes the different types of GPS Equipment and differentiates between their role in the GPS technology world. Provides information on the types of mapping systems available today and the necessary information to integrate GPS data. Upon the integration of the data, creation of the GIS network is demonstrated. Enables the learner to develop basic skills, attitudes, and knowledge to make the GPS equipment productive in a recreation or work environment.

GIS 101 Introduction to Geographic Information Systems

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CIS 118 or CSC 105, or permission of instructor

Surveys the development and operation of automated geographic information systems. Focuses on the fundamentals of using computers to draw maps. Incorporates study of cartographic fundamentals such as map projections, map scales, selective display of data on maps, and various computer software applications in GIS.

GIS 110 Introduction to Cartography

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: GIS 101

Examines a broad range of map types, emphasizing maps as a communication system with both symbology and specific organizational hierarchies. Discussion and demonstration focuses on essential cartographic principles and practices used for designing maps, with emphasis on cartographic protocol resulting in the effective communication of both qualitative and quantitative information.

GIS 131 Global Positioning Systems for Global Information Systems

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: GIS 101 or permission of instructor

Introduces the terminology, hardware, and technological principles of GPS. Students will receive an introduction in the fundamentals of using a basic hand-held GPS unit. Data will be integrated with pre-existing spatial data. Fundamentals of mapping and map reading will be covered. Garmin GPS units will be used initially, followed with Trimble GeoExplorers and Pathfinder Office software. Final student projects integrate GPS data within ArcView projects.

GIS 150 Relational Database Management Systems

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: GIS 101

Emphasizes various types of data, data management, and the complex relationships between data files and a GIS. Enables the student to learn several essential components and methods of successful data and project management.

GIS 165 GIS Project Management

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: GIS 101

Examines a variety of organizational and planning methods used in the GIS industry. Includes application of scientific methods, problem solving, logics and time management.

GIS 205 GIS Applications

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: GIS 101

Presents a sequel to GIS 105 with a deeper look at the principles of GIS, including both raster and vector data structures, data conversion, map algebra, spatial analysis, modeling, and networks. Various ways that GIS is currently being used in science, business, and government will also be presented. ArcView Network Analyst, Spatial Analyst, and 3D Analyst software will be utilized and a final project is required.

GIS 207 Introduction to ArcView 3D Analyst

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: GIS 101

Shows you how to use ArcView 3D Analyst to display, create, and analyze spatial data in three dimensions.

GIS 208 Introduction to ArcView Network Analyst

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: GIS 101

Incorporates a six-module course that teaches the student how to prepare data for network analysis, create routes and directions, find the closest facility, and define service areas.

GIS 209 Introduction to ArcView Spatial Analyst

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: GIS 101

Explores how this ArcView GIS software extension allows the use of raster and vector data in an integrated environment.

GIS 211 Spatial Data Modeling & Analysis4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/
Lab Combination)*Prerequisite: GIS 101*

Introduces the student to a variety of techniques for modeling and analyzing spatial data in a GIS. Includes network analysis, TINs, raster grids, pattern analysis, and time series mapping.

GIS 212 Remote Sensing & Digital Image Processing4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/
Lab Combination)*Prerequisite: GIS 101*

Introduces students to basic concepts and procedures used in the processing of remotely sensed data, with an emphasis on integration of digital imagery into basic GIS applications.

GIS 221 Community Assessment & Analysis

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: GIS 101

Provides an in-depth examination of problems currently facing a variety of public and private institutions in our region, and explores a variety of ways these problems are solved using a GIS. Students learn advanced mapping techniques and analysis methods in projects they select.

GIS 225 Spatial Analyst Agriculture: GIS Approach

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: GIS 101

Incorporates a six-module course that demonstrates the use of spatial analysis to assist agriculturists in the decision-making system - also known as precision farming.

GIS 226 Spatial Hydrology – ArcView GIS

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: GIS 101

Provides an introduction to the synthesis of GIS and hydrology, a subject called spatial hydrology. In this course you will study hydrology from a GIS perspective, developing new ideas and problem-solving methods in hydrology using the spatial data and functions provided by GIS. You will also learn to present GIS data in a form that supports conventional hydrologic analysis methods.

GIS 280 Internship

2-4 Credit Hours • 45 Contact Hours per credit hour (Internship)

Prerequisite: GIS 101 and permission of department chair

Provides students with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

Geography

GEO 105 World Regional Geography: SS2

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Facilitates an understanding of spatial relationships between and among the geographic regions of the world. Includes demographic and cultural (political, economic, and historic) forces related to the physical environments of selected regions. Focuses on analysis of interrelationships between developed and developing regions, and the interactions between human societies and natural environments.

GEO 106 Human Geography: SS2

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Introduces geographic perspectives and methods with applications to the study of human activities. Emphasizes the distribution of humans, adjustments to the natural environment, and land use practices.

GEO 107 Physical Geography

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Focuses on the study of the spatial relationship between humans and the natural environment. Covers five main themes: the atmosphere (weather and climate); the hydrosphere (water bodies and rivers); the lithosphere (Earth's crust and landforms); the biosphere (soil, plant, and animal relationships); and the impact of the human population on these environmental factors. Recommended for students interested in environmental studies, earth science, and geography.

GEO 111 Physical Geography – Landforms: SC1

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: ENG 090

Introduces the principles of landforms as a major aspect of the human natural environment. Incorporates an integrated process of lecture, discussion, and laboratory assignments. The course may be transferred to universities and colleges as science credit.

GEO 112 Physical Geography – Weather & Climate

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: ENG 090

Introduces the principles of meteorology, climatology, world vegetation patterns, and world regional climate classification. Incorporates an integrated process of lecture, discussion, and laboratory assignments and may be transferred to colleges and universities as science credit.

Geology

GEY 111 Physical Geology: SC1

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: MAT 090

Studies the materials of the earth, its structure, surface features, and the geologic processes involved in its development. This course includes laboratory experience.

GEY 121 Historical Geology: SC1

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)
Prerequisite: MAT 090

Studies the physical and biological development of the earth through the vast span of geologic time. Emphasizes the investigation and interpretation of sedimentary rocks, the record of ancient environments, fossil life forms, and physical events, all within the framework of shifting crystal plates. Course includes laboratory experience. It is strongly recommended that students take GEY 111 prior to GEY 121.

GEY 135 Environmental Geology

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090

Introduces geology and its relationship to the human environment. Covers geologic hazards such as floods, landslides, avalanches, earthquakes, and volcanoes. Focuses on surface and groundwater resources in terms of exploitation and our responsibility to protect these resources from contamination. The geologic aspects of land use practices, as well as mineral and energy resource exploitation are reviewed and related to legislation regarding environmental law.

GEY 143 The Geology & Evolution of Caves

2 Credit Hours • 30 Contact Hours (Lecture)

Introduces the science of caves. Includes cave formation and evolution, cave decorations (speleothems), and the adaptations of living organisms to life below ground. Incorporates a one-day field trip to a nearby cave system.

GEY 205 The Geology of Colorado

3 Credit Hours • 45 Contact Hours (Lecture)

Covers the geologic history of Colorado, with emphasis on formation of mountain ranges, igneous, sedimentary and metamorphic rock types, ore deposits and landforms. Incorporates field experience and/or class room lectures.

German

GER 111 German Language I

5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: ENG 090

Begins a sequence dealing with the development of functional proficiency in listening, speaking, reading, and writing the German language.

GER 112 German Language II

5 Credit Hours • 75 Contact Hours (Lecture)
Prerequisite: GER 111 (Grade of C or higher) or faculty consent

Continues German Language I in the development of functional proficiency in listening, speaking, reading and writing the German language.

GER 211 German Language III: AH4

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: GER 112 (Grade of C or higher) or faculty consent

Continues German Language I and II in the development of increased functional proficiency in listening, speaking, reading, and writing the German language.

GER 212 German Language IV: AH4

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: GER 211 (Grade of C or higher) or faculty consent

Continues German Language I, II, and III in the development of increased functional proficiency in listening, speaking, reading, and writing the German language.

Health & Wellness

HWE 100 Human Nutrition

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces basic principles of nutrition with emphasis on personal nutrition. Satisfies nutrition requirement of students entering health care professions.

HWE 103 Community First Aid & CPR

1 Credit Hour • 15 Contact Hours (Lecture)

Prepares the student for certification in CPR and Basic First Aid. Skills will include basic life support, airway obstruction, control of bleeding, shock, and patient care for the unconscious.

HWE 104 CPR Instructor Course

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: Current HCP CPR card

Provides information for the potential CPR instructor. Course requirements, renewal information, and current content are discussed. Practice teaching is included in course.

HWE 110 Fitness Conditioning & Wellness

2 Credit Hours • 60 Contact Hours (Lab)

Provides the proper techniques and guidelines for a student to develop a personal lifetime program that improves fitness and promotes preventive care and personal wellness. In addition, this course offers instruction in cardiovascular endurance, muscular strength and endurance training, flexibility training, and body composition management to meet individual needs.

HWE 120 Wilderness First Aid

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: Current CPR card

Provides limited medical information to cope with basic wilderness emergencies.

HWE 121 Wilderness First Aid & Outdoor Emergency Care

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: First responder certification

Provides more advanced wilderness care for the First Responder or EMT provider.

HWE 124 Fitness & Wellness

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/Lab Combination)

Provides information on fitness and wellness and to serve as a guide to design, implement, and evaluate a complete personal fitness and wellness program. The course integrates the basic components of fitness and wellness in understanding human health in order to achieve well-being. This course offers current information in the health field and provides self-assessments for health risk and wellness behaviors. This includes lifestyle modification, nutrition, weight management, stress management, cardiovascular and cancer risk reduction, exercise and aging, exercise related injury, exercise and the environment, prevention of sexually transmitted diseases, substance abuse (including tobacco, alcohol and other psychoactive drugs), and analysis and interpretation of research publications and web sites in health and wellness.

HWE 129 Wilderness First Responder

4 Credit Hours • 67.5 Contact Hours (45 Lecture, 22.5 Lecture/
Lab Combination)

Provides the student with those skills and emergency medical care techniques used by guides, trip leaders and others providing primary care in backcountry settings. The student will be able to respond correctly to those medical and trauma situations commonly encountered when entry into the EMS system is delayed or unlikely.

HWE 250 ACE Personal Trainer Prep

2 Credit Hours • 37.5 Contact Hours (15 Lecture, 22.5 Lecture/
Lab Combination)

Prerequisite: Instructor Recommendation

Provides the student with theoretical knowledge and practical skills in preparation for the American Council on Exercise (ACE) national certification exam in personal training. Topics include guidelines for instructing safe, effective, and purposeful exercise, essentials of the client-trainer relationship, conducting health and fitness assessments, and designing and implementing appropriate exercise programming.

Health Information Management

HIT 101 Health Information Management Systems

6 Credit Hours • 90 Contact Hours (Lecture)

Introduces the student to the health record, from inception to completion. Emphasis is on form, content and regulations impacting the health record in the various health care settings. Other areas to be discussed include the computerized aspects of the health record as well as the functions and responsibilities of the health information department. This course also examines various health care delivery systems and health care practitioners. The dilemmas of health care with attention directed to current events and how these events impact our profession are discussed.

HIT 111 Health Data Management & Information Systems

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: CIS 118, HIT 101

Introduces the electronic health record (EHR), health informatics and the infrastructure required for the EHR; Provides students with skills necessary for effective collection, presentation, and verification of health care data utilized in the preparation of administrative and clinical reports; Discusses the role of data in clinical research, vital statistics, and epidemiology. Activities focus on manual and automated data presentation techniques and on the interpretation and analysis of health care data. The role of the health information professional in transforming data into meaningful information for use in clinical and financial decision making will be stressed. Data reliability and validity will be emphasized.

HIT 112 Legal Aspects for Health Records

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: HIT 101

Introduces the student to the legal system and identified the role of the HIM professional in this system. Specific Federal and State laws are identified and discussed as they relate to release of medical information. Proposed Federal and State legislation that affects the health care industry is examined and discussed.

HIT 188 Health Information Practicum I

2 Credit Hours • 90 Contact Hours (Practicum)

Prerequisite: HIT 101, HIT 111, HIT 112

Provides a directed clinical experience in a health information department in a health care facility. This experience focuses on the practice of skills related to the application of legal principles, record analysis and abstraction and record retention and retrieval.

HIT 222 Quality Management

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: HIT 101, HIT 111, HIT 112

Introduces the student to the basic concepts of quality management in the health care environment. Requirements by regulatory agencies regarding quality, utilization and risk management are discussed. Data collection, verification, analysis and presentation techniques will be studied. The course emphasizes the ongoing use of objective data and feedback to improve processes, systems and patient outcomes.

HIT 225 Health Information Management

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: HIT 101, HIT 111, HIT 112

Concentrates on the principles of management as they relate to the administration of the health information management department as part of a health care organization.

HIT 231 Clinical Classifications II

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: HIT 101, HIT 111, HIT 112, MOT 130, MOT 131, BIO 216

Provides an intermediate study of ICD-9-CM coding conventions and principles. DRG and case mix logic along with regulations regarding their use in conjunction with optimization and compliance issues will be discussed. CPT/HCPCS in both the hospital-based outpatient and physician office settings will be studied. Students apply these skills in assigning codes for actual medical records from area facilities.

HIT 288 Health Information Practicum II

2 Credit Hours • 90 Contact Hours (Practicum)

Prerequisite: HIT 188, HIT 222, HIT 225, HIT 231

Focuses on the ability of the student to apply classroom knowledge in a clinical setting, practice professionalism, gain insight into the functions of the department and understand the relationship of health records to the facility as a whole. Emphasis is on the ability to act independently, complete assigned projects and demonstrate a good understanding of health information management concepts.

Health Professional

HPR 101 Customer Service in Healthcare

2 Credit Hours • 30 Contact Hours (Lecture)

Instructs students in customer service theory and techniques specifically in the healthcare arena. This course will discuss therapeutic communication, conflict resolution, and negotiation, as well as employee/employer relations. Exploration of diverse populations and cultural sensitivity will be addressed.

HPR 102 CPR for Professionals

.5 Credit Hours • 7.5 Contact Hours (Lecture)

Meets the requirement for American Red Cross Professional Rescuer CPR or American Heart Association Basic Life Support for those who work in Emergency Services, Health Care, and other professional areas. Material presented in the course is basic patient assessment, basic airway management, rescue breathing, and CPR for infant, children, and adult patients.

HPR 104 Health Career Opt & Readiness

3 Credit Hours • 45 Contact Hours (Lecture)

Discusses current market trends in the medical profession, professional opportunities, continuing education, and professional affiliations. Discussions regarding resumes, portfolios, letters of inquiry, and interviewing techniques, as well as job search information is provided. This course is primarily informational and provides information to the student about aspect of career choices.

HPR 106 Law & Ethics for Health Professionals

2 Credit Hours • 30 Contact Hours (Lecture)

Introduces student to the study and application medico-legal concepts in medical careers. This course seeks to establish a foundation for ethical behavior and decision making in health professions.

HPR 108 Dietary Nutrition

1 Credit Hour • 15 Contact Hours (Lecture)

Prerequisite: BIO 111

Studies the basic principles in clinical practice involved in the assistance of health care. The course will cover factors which influence the nutritional status of individuals, methods of nutritional assessment and support, and diet modification for specific disease states.

HPR 111 Success Seminar

1 Credit Hour • 15 Contact Hours (Lecture)

Explores and engages success strategies for students entering the allied health programs. Included are topics related to support team building, learning styles, study skills, note taking, and test-taking specific to the health care professional programs.

HPR 112 Phlebotomy

4 Credit Hours • 90 Contact Hours (30 Lecture, 60 Lab)

Teaches the duties associated with the practice of venipuncture, capillary puncture, and special collection procedures. Students will have experience with quality control, infection control and safety procedures as well as laboratory computer systems. Students successfully completing this course may apply for a National Phlebotomy Registry Examination.

HPR 113 Advanced Phlebotomy

4 Credit Hours • 90 Contact Hours (30 Lecture, 60 Lab)

Prerequisite: HPR 112

Instructs students in advanced phlebotomy techniques to include patients in trauma, neonatal, geriatric, and long term acute care areas. In addition, laboratory procedures taught include specimen processing and advanced point-of-care instrumentation. This course includes a lecture/lab combination that teaches theory and direct application of theoretic content and clinical opportunities for student to master learned skills.

HPR 116 Computers in Health Care

1 Credit Hour • 30 Contact Hours (Lab)

Introduces the learner to use of personal computer technology and the concepts of software applicable to health care. Basic features of selected software, terminology related to hardware, software and online resources (which include PC, word processing, e-mail) and electronic health-based research will be emphasized. Provides opportunities for practical applications of computer skills to nursing care.

HPR 117 Anatomical Kinesiology

3 Credit Hours • 45 Contact Hours (Lecture)

Studies the anatomical bases of human movement.

HPR 120 Advanced Cardiac Life Support

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: Permission of Instructor

Presents the required material for ACLS completion. It will cover arrhythmias, medications, therapeutic modalities for life threatening arrhythmias, airway management, and other treatment modalities used in cardiac and respiratory arrest.

HPR 127 Home Health Care Assistant I

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Provides skills through lecture and hands-on lab and experience in the classroom environment. Topics include family dynamics, communications skills, and boundaries. This course will allow for attendance to basic client needs while providing companionship. This course of study can be the foundation towards assisting the client in their home setting.

HPR 128 Personal Care Assistant

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Provides skills through lecture and hands-on lab experience in the classroom environment. Topics include patient assistance skills in the home, safety issues & body mechanics. This course is designed to provide home care by assistants who attend to intermediate client medical needs in the home while continuing to provide companionship. This course builds on the knowledge of HPR 127.

HPR 129 Home Health Care Assistant II

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Provides skills through lecture and hands-on lab, experience in both the classroom environment as well as the household sites. Topics include chronic illness & dying, marketing yourself. This course is designed to provide home care by assistants who attend to advanced medical client needs in the home while continuing to provide companionship. This course requires students to successfully complete HPR 127 and HPR 128 prior to enrollment and requires the completion of the skills check list with instructor approval prior to participation in the practicum.

HPR 130 Pediatric Advanced Life Support

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: Permission of Instructor

Provides students the needed information and skills as required by health care agencies for pediatric emergencies.

HPR 140 Orientation to Health Careers (Leadership)

6 Credit Hours • 90 Contact Hours (Lecture)

Compares various health careers, health ethics, and work trait attributes required in the health field. Students will be introduced to leadership skills through theory and participation in community awareness projects. The students will have the opportunity to participate in the student organization HOSA (Health Occupations Students of America).

HPR 178 Medical Terminology

2 Credit Hours • 30 Contact Hours (Lecture)

Introduces the student to the structure of medical terms with emphasis on using and combining the most common prefixes, roots and suffixes. Includes terms related to major body systems, oncology, psychiatry, as well as clinical laboratory and diagnostic procedures and imaging. Class structure provides accepted pronunciation of terms and relative use in the healthcare setting.

HPR 190 Basic EKG Interpretation

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Provides instruction for interpretation of EKG strips, anatomy and physiology of the heart, using three-lead monitoring as a guide. Twelve-lead EKG may be discussed.

HPR 200 Advanced ECG Interpretations

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: HPR 190

Focuses on each wave and interval of the complex, the axis, and the 12-lead presentation of some rhythm disturbances.

HPR 208 Advanced Medical Terminology

2 Credit Hours • 30 Contact Hours (Lecture)

Continues from a beginning medical terminology course for the student with emphasis on combining complex prefixes, roots and suffixes. Includes pathophysiology for major body systems. Includes terms related to diagnostic tools per body systems, as well as commonly used medical abbreviations.

Heating & Air Conditioning

HVA 102 Basic Refrigeration

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)

Introduces the basic theory of refrigeration systems, components, charging, recycling, and evacuation of refrigeration units.

HVA 105 Electricity for HVAC/R

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)

Teaches resistance, current, voltage, and power in AC and DC circuits; measurements; computations of series and parallel circuits; circuit analysis and troubleshooting with basic test equipment.

HVA 110 Fundamentals of Gas Heating

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)

Introduces students to the fundamentals of gas heating. Students work in a classroom and shop environment. Topics include the basics of gas heating systems, operation of gas valves and burners, gas pipe system design, gas piping system code requirements, and basic code requirements for heating systems.

HVA 113 Refrigerant Recovery Training

1 Credit Hour • 15 Contact Hours (Lecture)

Explains the laws regarding refrigerant recovery. The course includes hands-on use of recovery equipment. Upon successful completion of this course students will be prepared to take the EPA certification test. Test is offered following the class. Test fee is not included in course fee.

HVA 121 Residential Refrigeration

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)

Prerequisite: HVA 102 or faculty consent

Covers refrigerators, freezers, and humidifiers. Students learn refrigeration, electrical, defrost, and ice maker systems. Lab experiences include troubleshooting and repair of residential refrigeration equipment.

HVA 132 Air Conditioning & Refrigeration Controls

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)

Prerequisite: HVA 102, HVA 105, or faculty consent

Continues HVA 105. The course applies the knowledge of basic electricity to controls related to air conditioning and refrigeration equipment. The course also works on reading and drawing schematic and ladder diagrams.

HVA 142 Residential Air Conditioning

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)

Prerequisite: HVA 102, HVA 105 or faculty consent

Details the principles of operation, servicing, and installation of air conditioning systems as they apply to humidifying, cooling, and dehumidifying a residential structure. Basic load calculations will be covered.

HVA 143 Residential HVAC Trouble Shooting

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)

Prerequisite: HVA 110 or faculty consent

Troubleshooting practical problems and techniques will be covered. Use of computer simulation as well as actual equipment will be utilized.

HVA 201 Heating For Commercial

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Prerequisite: Sophomore standing or faculty consent

Covers hydronic and steam heating systems, including steam, hot water, and forced air-heating systems for commercial buildings.

HVA 204 Direct Digital Controls

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)

Prerequisite: Sophomore standing or faculty consent

Introduces the student to the field of direct digital controls.

HVA 206 International Mechanical Code

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: HVA 110 or concurrent enrollment, or permission of instructor

Reviews in detail the Uniform Mechanical Code. The course is intended to give those entering the HVAC/R trade, as well as those trades people taking certification examinations, a sound knowledge of this code.

HVA 222 HVAC & R Systems Troubleshooting

5 Credit Hours • 82.5 Contact Hours (60 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: Sophomore standing or faculty consent

Studies troubleshooting industrial and commercial heating, ventilating, air conditioning, and refrigeration systems.

HVA 231 Pneumatic Controls

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)

Prerequisite: Sophomore standing or faculty consent

Covers pneumatic controls and systems used in controlling commercial and industrial HVAC equipment. The course includes lab experimentation with pneumatic controls, rebuilding of valves and actuators, and calibration of various types of controls. Students work with controls from most of the major manufacturers.

HVA 233 Advanced Refrigeration

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Prerequisite: Sophomore standing or faculty consent

Builds on the skills acquired in refrigeration fundamentals. The student will have an opportunity to study and to work on rooftop units, ice machines, and commercial reach-in and walk-in coolers.

HVA 241 Advanced Air Conditioning

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Prerequisite: Sophomore standing or faculty consent

Studies commercial air conditioning systems to include centrifugal water chillers, air handlers, and building systems.

HVA 251 Building Automation I, Installer

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/
Lab Combination)

Prerequisite: ELT 101 or concurrent enrollment

Helps the student with the installation of building automation devices with regard to HVAC equipment.

HVA 252 Building Automation II, Service

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/
Lab Combination)

Prerequisite: HVA 251

Covers operating and modifying an installed building automation system. This is a highly interactive course where you will learn and exercise common applications of a building management system.

HVA 253 Building Automation III, Advanced Operations

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/
Lab Combination)

Prerequisite: HVA 252

Covers complete set up and programming of a building automation system. The class includes extensive hands-on workshops.

HVA 280 Internship

2 Credit Hours • 90 Contact Hours (Internship)

Gives the student an opportunity to apply their course studies in a specific area.

History

HIS 101 Western Civilization: Antiquity–1650: HI1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Explores a number of events, peoples, groups, ideas, institutions, and trends that have shaped Western Civilization from the prehistoric era to 1650. Reflects the multiple perspectives of gender, class, religion, and ethnic groups. Focuses on developing, practicing, and strengthening the skills historians use while constructing knowledge in this discipline.

HIS 102 Western Civilization: 1650–Present: HI1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Explores a number of events, peoples, groups, ideas, institutions, and trends that have shaped Western Civilization from 1650 to the present. Reflects the multiple perspectives of gender, class, religion, and ethnic groups. Focuses on developing, practicing, and strengthening the skills historians use while constructing knowledge in this discipline.

HIS 111 The World: Antiquity–1500: HI1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Enables the student to view history up to 1500 CE in a broad global sense. Focuses on the common denominators among all people. This approach goes beyond political borders, to provide a better appreciation for different cultures.

HIS 112 The World: 1500–Present: HI1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Enables students to view history post 1500 CE in a broad global sense. Focuses on the common denominators among all people. This approach goes beyond political borders to provide a better appreciation for different cultures.

HIS 201 U.S. History to Reconstruction: HI1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Explores events, trends, peoples, groups, cultures, ideas, and institutions in North America and United States history, including the multiple perspectives of gender, class, and ethnicity, between the period when Native American Indians were the sole inhabitants of North America, and the American Civil War. Focuses on developing, practicing, and strengthening the skills historians use while constructing knowledge in the discipline.

HIS 202 U.S. History since the Civil War: HI1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Explores events, trends, peoples, groups, cultures, ideas, and institutions in United States History, including the multiple perspectives of gender, class, and ethnicity, between the period of the American Civil War and the present. Focuses on developing, practicing, and strengthening the skills historians use while constructing knowledge in the discipline.

HIS 206 U.S. Family History & Genealogy

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Introduces genealogical and historical methods, sources, and standards for creating a family history using the broader context of social history—ordinary people's everyday lives. Team-taught by a historian and a genealogist.

HIS 207 American Environmental History

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Traces and analyzes the relationships between Americans and their natural environments throughout the history of the United States. Environmental history interprets the changing ways diverse people have used and viewed their environments over time. Examines the development of conservation movements and environmental policies in modern America.

HIS 208 American Indian History: HI1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Analyzes historical and socio-cultural change for Native Americans from pre-colonial America to the present, emphasizing those processes and relations with non-Native Americans which have contributed to the current conditions.

HIS 209 History of the American Southwest

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Traces and analyzes the cultural and historical development of what is now the southwestern United States, a region defined most by its arid environment and the cultural and political interactions of Southwest Indians, Spanish conquerors, Mexican settlers, late-coming Yankees, artists and artisans, and modern Sunbelt migrants.

HIS 215 Women in U.S. History

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Examines women's changing roles in American history from the pre-colonial native population to the present. Emphasizes the nature of women's work and the participation of women in the family, political, religious, and cultural activities and in social reform movements.

HIS 225 Colorado History: HI1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Presents the story of the people, society, and cultures of Colorado from its earliest Native Americans, through the Spanish influx, the explorers, the fur traders and mountain men, the gold rush, railroad builders, the cattlemen and farmers, the silver boom, the tourists, and the modern state.

HIS 235 History of the American West

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Traces the history of the American West, from the Native American cultures and the frontier experiences of America's earliest, eastern settlers, through the Trans-Mississippi West, across the great exploratory and wagon trails, and up to the present West, be it urban, ranching, reservation, resource management, or industrial. Emphasizes the north and central parts of the West.

HIS 236 U.S. History Since 1945: HI1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Focuses on the major political, economic, social, and cultural developments that have shaped modern America from 1945 to the present.

HIS 241 History of the Pikes Peak Region

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Interprets the history of the southern Front Range area, centering on Colorado Springs and the surrounding communities, including the environmental and Native American background; the Spanish, Mexican, and Yankee exploration; Palmer and other developers; and the area's role as a Mecca for miners, tourists, health seekers, athletes, military installations, and religious groups.

HIS 244 History of Latin America: HI1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Focuses on the major political, economic, social, and cultural influences that have shaped Latin America from pre-European conquest to the present. Emphasizes the early history of Latin America but connects it to the present.

HIS 247 20th Century World History: HI1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Investigates the major political, social, and economic developments, international relationships, scientific breakthroughs, and cultural trends that have shaped the various global regions and nation-states from 1900 to the present. Emphasizes the interactions of global regions and nation-states.

HIS 249 History of Islamic Civilization: HI1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Surveys the tenets of Islam and the political, social, and cultural history of the civilizations which embraced it from the 6th century to the modern day. Focuses on the diversity and dynamism of Islamic civilizations through time by looking at legal systems, scientific and artistic accomplishments, philosophical heterogeneity, and political developments

HIS 255 The Middle Ages: HI1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Focuses on political, social, cultural, economic and intellectual developments in Europe, Byzantium and the Islamic world from the collapse of Rome through the Renaissance, approximately A.D. 400-1400.

HIS 260 U.S. Foreign Relations History: HI1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Provides an overview of the history of United States foreign relations from the colonial era to the present and includes the pertinent political, military, economic, diplomatic, social, religious, ideological and cultural topics. At various points, issues such as race, class, gender, immigration, expansion, and the environment will be covered. This course also focuses on developing, practicing and strengthening the skills historians use while constructing knowledge in the discipline.

Horse Training Management

HTM 155 Foal Training

1 Credit Hour • 30 Contact Hours (Lab)

Provides each student with one or more weanlings to train in the following objectives; show at halter; load in trailer; and pick up all four feet.

HTM 260 Introduction to Internship

1 Credit Hour • 15 Contact Hours (Lecture)

Acquaints students with employer/employee relations, public relations, and expectations of internship prior to leaving campus.

HTM 280 Internship

0-12 Credit Hours • 45 Contact Hours per credit hour (Internship)

Provides each student with placement in the horse industry under a prominent person who specializes in the student's main area of interest for the spring semester. At the end of the semester, the student will return to campus for a seminar and analysis of the internship. Students must maintain a 2.5 GPA in HTM courses and 2.0 GPA in related courses to be placed on internship.

Hospitality

HOS 280 Internship

3 Credit Hours • 135 Contact Hours (Internship)

Prerequisite: faculty consent

Exposes the learner to the practical application of course studies in the hospitality industry. The course consists of practical experience in a hotel, restaurant, convention center, resort, tourism operation, or other professional opportunity in the hospitality industry.

Humanities

Humanities courses may be taken in any order

HUM 103 Introduction to Film Art

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Studies the relationships among film's stylistic systems, narrative systems, and audience reception. Students view, discuss, and critically analyze a variety of films which represent key historical and aesthetic periods as well as a variety of genres and themes. The course incorporates the vocabulary of stylistic systems (for instance, cinematography, editing, and art direction) and narrative systems (for instance, story structure and character motivation) as both relate to the kinds of meanings a film conveys.

HUM 115 World Mythology: AH2

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Introduces students to the mythologies of various cultures. Common themes are illustrated and an interdisciplinary approach is used incorporating some of the following: religion, philosophy, art history, theater, literature, music, cultural studies, and history.

HUM 121 Early Civilizations: AH2

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG090

Introduces students to the history of ideas that have defined cultures through a study of the visual arts, literature, drama, music, and philosophy. It emphasizes connections among the arts, values, and diverse cultures, including European and non-European, from the Ancient world to 1000 C.E.

HUM 122 Medieval to Modern: AH2

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG090

Examines written texts, visual arts, and musical compositions to analyze and reflect the evolution and confluence of cultures in Europe, Asia, and the Americas from 800 C.E. to 1750 C.E.

HUM 123 The Modern World: AH2

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG090

Examines the cultures of the 17th through the 20th centuries by focusing on the interrelationships of the arts, ideas, and history. Considers the influences of industrialism, scientific development, and non-European peoples.

HUM 131 The Arts & Cultures of Mexico

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG090

Introduces students, through visual arts, music, and literature to attitudes toward the sacred and toward power (political, economic, social, religious) held by various cultures in Mexico from the Pre-Hispanic era to the mid-twentieth century.

HUM 163 Film Criticism

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG090

Considers different approaches to film criticism, including the journalist, humanist, auteurist, genre, social science, historical, and ideological/theoretical approaches. Students will view and analyze films applying each of the critical approaches through class discussion and other assignments.

HUM 164 American Cinema

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG090

Introduces film studies and surveys the American film industry as an art form, as an industry, and as a system of representation and communication. This course explores how Hollywood films work technically, aesthetically, and culturally to re-enforce and challenge America's national self image.

HUM 201 Twentieth Century American Arts

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG090

Focuses on elements common to the arts of film, painting, architecture, literature, and music of 20th century United States. Students study the effects of the economy, business, and industry and traditional North American values and dreams on the arts.

HUM 236 North American Indian Arts

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG090

Focuses on North American Indian music, dance, architecture, painting, sculpture, pottery, and fashions through a study of the literature of Indian cultures in North America.

HUM 237 Hispanic Arts of the American Southwest

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG090

Examines the history, visual arts, and permanency of the Hispanic culture of the American Southwest. Through the study of historical sequences, major artistic expressions dating from 1598, and aspects of literature of the contemporary Hispanic society, students will gain an insight into the Hispanic cultural contributions to the Southwest.

HUM 238 Sacred Images, Sacred Spaces: Southwestern U.S.

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG090

Examines the historical, social, geographical, and cultural forces that influenced the design and presentation of sacred images in several Southwestern U.S. cultures. Students will study stylistic features of images in various media in relation to the sacred spaces where they are displayed or employed in rituals.

HUM 241 Asian Arts & Cultures

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG090

Explores the most popular religions and philosophies of China, Japan, and India and their relationships to the arts and cultures of Asia. Special emphasis will be placed on Hinduism, Buddhism, and Islam.

Integrated Circuit Fabrication

ICF 108 Introduction to Control Systems

5 Credit Hours • 112.5 Contact Hours (Lecture/Lab Combination)

Covers the concepts, design, and function of feedback loop control system components with specific reference to the semiconductor fabrication industry.

ICF 218 Automated Process Control Systems

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ICF 108; successful completion of or concurrent enrollment in, ICF 219

Covers the principles and applications of feedback loop control at system level. Areas covered include transducers, controllers, and system designs. Both analog and digital as well as microprocessor and computer control are studied.

ICF 219 Automated Process Control Systems Lab

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Prerequisite: ICF 108; successful completion of or concurrent enrollment in, ICF 218

Teaches the student by experiment, reading, and research the principles of control systems. The class runs concurrently with ICF 218 Automated Process Control System where the principles are taught.

Interior Design

IND 105 Introduction to Interior Design

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090, MAT 060

Introduces the design process, fundamental skills, principles and theories related to the interior environment. Focus on spatial awareness, color, environmental issues and the elements of design while becoming familiar with the creative process and establishing a basic understanding for design aesthetics. Provides a foundation for future coursework.

IND 107 History of Interior Design

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090, MAT 060

Offers a study of interiors and furnishings from the medieval period to the Revival styles of the mid-eighteenth century to the contemporary classics used in modern interiors today. Study of interior and exterior architectural elements, furniture, design motifs and ornamentation, fine arts and construction methods as it relates to the cultural, political, social, technological and economic conditions of the times.

IND 110 Interior Design I – Overview & Application

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: Permission of instructor and IND 105, IND 111

Develop, practice and apply skills relating to the design process and design elements. Identify the characteristics and needs of social, work, support, and private spaces, as it applies to residential and commercial environments. Areas of focus will include sustainability, basic space planning, appropriate selection of finishes, materials, lighting & furniture and development of presentation techniques.

IND 111 Drafting for Interiors

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/
 Lab Combination)

Introduces the basic drafting tools and techniques, graphic references and symbols, use of pencil and technical pen. Student learns to draft floor plans and interior elevations. Course also covers basic interior dimensioning and lettering as well as isometric drawing construction for interior components.

IND 112 Graphic Communication

4 Credit Hours • 60 Contact Hours (Lecture)

Teaches methods of communicating interior design plans, elements and ideas in 3-D, through perspective drawing construction and quick sketch techniques, and practice rendering and illustration skills.

IND 113 Perspective & Rendering Technique

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab
 Combination)

Teaches visual communication techniques, methods of communicating interior design plans, ideas and elements using sketching, 2D and 3D drawing and renderings. Emphasis is placed on 2D and 3D perspective drawings, illustrations and renderings.

IND 117 Interior Textiles

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Study and research of fabric types, fibers, weaves, finishes, construction and dyeing & printing methods for residential and commercial fabrics and carpets. Emphasis is on selection of appropriate and code compliant products for environmental, durability and life safety concerns. Evaluation, selection and specification of textile products to create aesthetic and functional designs appropriate for residential and commercial interiors.

IND 118 Interior Finishes

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Introduction to interior finish materials used as a means of functional and aesthetic application by the interior designer. Develop skills to specify appropriate materials, estimate quantities, develop costs and understand installation and removal associated with residential and commercial finishes, with a focus on sustainability.

IND 120 Interior Design II – Space Planning & Human Factors

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab
 Combination)

Prerequisite: CAD 105, IND 110

Develop awareness of human dimensions, spatial organization and the importance of physical and psychological characteristics of people. Ergonomics, building codes, ADA factors and universal design will be studied along with programming methods of gathering and organizing data for solving design problems and creating appropriate spatial relationships & furniture layouts for residential and commercial projects.

IND 151 Residential Design

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/
 Lab Combination)

Prerequisite: CAD 105, IND 120

Development of a residential studio project, with an emphasis on universal design and sustainability, by implementing the design process. Requires research and application of residential design solutions through space planning, furniture & finish selections & specifications, estimating quantities & costs and understanding budget. Includes development of construction documentation and professional presentation techniques.

IND 152 Commercial Design I

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: CAD 105, IND 120

Introduces commercial design space planning and procedures for a variety of commercial project types. Emphasis will be placed on conceptual design, the programming and schematic design process, space planning and design documentation.

IND 178 Seminar

1 Credit Hour • 15 Contact Hours (Lecture)

This course provides students with an experiential learning opportunity.

IND 200 Kitchen & Bath Design

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/
 Lab Combination)

Prerequisite: CAD 105, IND 110

Provides the specialized design process and documentation requirements of kitchen and bath design and applies NKBA guidelines. Students become familiar with trade resources supporting the design field. At least two portfolio projects are produced. Students will be encouraged to produce project documents using a variety of computer software applications.

IND 201 Commercial Design II

4 Credit Hours • 82.5 Contact Hours (15 Lecture, 67.5 Lecture/
 Lab Combination)

Prerequisite: IND 220

Development of a commercial studio project, while applying knowledge of code & ADA requirements, building systems, finish & furniture specifications and sustainability. Requires research and application of commercial design solutions through the design process. Includes development of construction documentation and professional presentation techniques.

IND 205 Professional Practice for Interior Designers

2 Credit Hours • 30 Contact Hours (Lecture)

Introduces processes involved in creating and running a professional interior design business including legal, ethical, practical and professional requirements. Emphasis on business structures and practices, professional documentation and contracts, marketing techniques, job cost estimating, setting up industry accounts and project management methods. Students become familiar with business practices in both commercial and residential design firms and develop business plans and resumes.

IND 211 Interior Construction

4 Credit Hours • 75 Contact Hours (30 Lecture, 45 Lecture/Lab Combination)

Introduces the student to interior building systems and assemblies, construction documents and details, and codes applicable to interior architecture. Student will apply this knowledge to various graphic projects and is encouraged to produce projects using the computer and CAD software.

IND 220 Interior Design III – Materials, Details, Codes, & Specs

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Prerequisite: IND 120

Study of local & national building and fire codes and their application in developing projects with concern for the health, safety and welfare of the public. Understanding and illustrating interior building materials and specifications, interior details and section drawings for custom elements through construction documentation.

IND 225 Lighting Design

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: IND 105, IND 111

Teaches and applies basic knowledge of interior lighting technology and design. Content includes lamp classifications, color rendition, how lighting sources effect our perception of space, how to compute and control proper lighting levels, and how to communicate design information by means of a reflected ceiling plan and luminaire schedule. Students will be encouraged to produce projects using a variety of computer software applications.

IND 265 Interior Design IV – Special Applications

3 Credit Hours • 52.5 Contact Hours (30 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: ARC 108, ENG 090, MAT 060

This course is divided into three sections to allow the student exposure to various types of software used by major companies in the practice of interior design. A project will be completed for each of the different software programs.

IND 278 Workshop (Design Portfolio)

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: Permission of Department Chair

Provides students with an experiential learning opportunity.

IND 280 Internship

2 Credit Hours • 90 Contact Hours (Internship)

Prerequisite: Permission of Department Chair

Provides work experience in a business or industry.

IND 288 Practicum

1 Credit Hour • 30 Contact Hours (7.5 Lecture, 22.5 Practicum)

Prerequisite: Approval of Department Chair

Provides students with a vehicle to pursue in depth exploration of special topics of interest.

IND 289 Capstone (Advance Design)

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Prerequisite: Permission of Department Chair

Provides a demonstrated culmination of learning within a given program of study.

Interpreter Prep Program

IPP 121 Aspects of Interpreting I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ASL 123 or concurrent enrollment, ENG 090 or appropriate placement test

Acquaints the student with the basics of interpreting. This will enable the student to understand what interpreting involves, and the professional requirements for being an interpreter. In this course, the student is introduced to the code of ethics, situation assessment required for effective interpreting, and certification of interpreters.

IPP 122 Aspects of Interpreting II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ASL 221 or concurrent enrollment, IPP 121

Provides a more in-depth study of the field of interpreting, expanding on the basics introduced in IPP 121. Lecture/discussion sessions will address ethical decision-making and cultural issues, as well as the various settings in which interpreters work. Students will have opportunities to observe various professional interpreters throughout the semester.

IPP 125 Oral Transliterating

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: IPP 132 or concurrent enrollment, IPP 121

Provides the student with the opportunity to develop basic oral communication facilitation skills. The course allows the student the advantage of learning the different techniques in rendering effective oral communication facilitation between consumers.

IPP 131 Text Analysis

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ASL 122 (Grade of B or higher) ENG 090

Focuses on learning and utilization of a sequenced method of preparing for interpreting assignments and analyzing English spoken text. Students will also increase their English and ASL vocabulary and learn to understand cultural implications in those languages.

IPP 132 Interpretation Analysis

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121, IPP 131

Follows IPP 131 and is a continuation of the work begun in that course. The focus in this course is for students to interpret fully analyzed English texts and to analyze their own interpretations. Students will learn to see what they do well and what needs improvement as well as to develop exercises to improve their work. Students will continue the vocabulary work begun in IPP 131, further increasing English/Sign vocabulary and idioms.

IPP 145 Deaf People in Society

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: ANT 101 or concurrent enrollment or faculty consent

Expands the student's knowledge of the impact of deafness on the development of language and cognition and the socialization of Deaf individuals in a Hearing World.

IPP 147 Survey of Deaf Culture

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ANT 101, ASL 123, IPP 145

Surveys the factors that contribute to defining Deaf persons as members of a cultural minority. This course will look at the impact of language on the culture as well as the role of norms, values, traditions, and minority groups within Deaf culture. Attention will also be given to identity and membership in Deaf culture.

IPP 205 Educational Interpreting

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ASL 221 or concurrent enrollment, IPP 122 or concurrent enrollment

Helps students gain insight into the roles of the interpreter/tutor in the mainstream environment, and to recognize the implications of child development and classroom interaction patterns on interpreting. Students also discuss tutoring strategies.

IPP 207 Specialized & Technical Communication

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: ASL 222

Expands their repertoire of specialized and technical sign terminology and apply them in appropriate contexts.

IPP 225 English to ASL Interpreting

3 Credit Hours • 45 Contact Hours (Lecture)

*Prerequisite: ASL 222 or concurrent enrollment, COM 115, IPP 132**NOTE: Must be taken with IPP 227*

Provides the student an opportunity to further develop interpreting skills from English to ASL.

IPP 227 ASL to English Interpreting

3 Credit Hours • 45 Contact Hours (Lecture)

*Prerequisite: ASL 222 or concurrent enrollment, COM 115, IPP 132**NOTE: Must be taken with IPP 225*

Provides the student an opportunity to build skills in interpreting and transliterating into spoken English from ASL and various contact varieties.

IPP 229 Transliterating

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ASL 221, IPP 122, IPP 132

Provides the student with knowledge of transliterating techniques and ability to develop skills in transliterating spoken English into signed English. The student is introduced to the concept of transliterating and the differences in transliterating and interpreting.

IPP 235 Advanced Interpreting

4 Credit Hours • 60 Contact Hours (Lecture)

*Prerequisite: ASL 222, IPP 225, IPP 227, IPP 229**NOTE: Should be taken with IPP 279 and IPP 281 in the final semester*

Provides the student an opportunity to further develop and refine skills in ASL to English and English to ASL interpretation and transliteration.

IPP 279 Interpreter Seminar

3 Credit Hours • 45 Contact Hours (Lecture)

*Prerequisite: IPP 235 or concurrent enrollment. Must have GPA of B or higher; no more than one C in ASL 222, IPP 225, IPP 227, IPP 229**NOTE: IPP 281 must be taken concurrently with IPP 279*

Grading: SU only

Provides the student with an open forum to discuss situations arising from interpreter assignments during internship and an opportunity to prepare for entering the interpreting field.

IPP 281 Internship

5 Credit Hours • 225 Contact Hours (Internship)

*Prerequisite: IPP 235 or concurrent enrollment. Must have GPA of B or higher; no more than one C in ASL 222, IPP 225, IPP 227, IPP 229**NOTE: IPP 279 must be taken concurrently with IPP 281*

Grading: SU only

Provides field experience interpreting in a supervised educational, community, service agency, or other setting.

Italian

ITA 111 Italian Language I

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: ENG 090

Begins a sequence dealing with the development of functional proficiency in listening, speaking, reading, and writing the Italian language.

ITA 112 Italian Language II

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: ITA 111 (Grade of C or higher) or faculty consent

Continues Italian Language I in the development of functional proficiency in listening, speaking, reading, and writing the Italian language.

ITA 211 Italian Language III: AH4

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ITA 112 (Grade of C or higher) or faculty consent

Continues Italian Language I and II in the development of increased functional proficiency in listening, speaking, reading, and writing the Italian language.

ITA 212 Italian Language IV: AH4

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ITA 211 (Grade of C or higher) or faculty consent

Continues Italian Language I, II and III in the development of increased functional proficiency in listening, speaking, reading and writing the Spanish language.

Japanese

JPN 101 Conversational Japanese I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisites: ENG 090

Introduces beginning students to conversational Japanese and focuses on understanding and speaking Japanese. Covers basic vocabulary, grammar, and expressions that are used in daily situations and in travel.

JPN 111 Japanese Language I

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: ENG 090

Begins a sequence dealing with the development of functional proficiency in listening, speaking, reading, and writing the Japanese language.

JPN 112 Japanese Language II

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: JPN 111 (Grade of C or higher) or faculty consent

Continues Japanese Language I in the development of functional proficiency in listening, speaking, reading, and writing the Japanese language.

JPN 211 Japanese Language III: AH4

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: JPN 112 (Grade of C or higher) or faculty consent

Continues Japanese Language I and II in the development of increased functional proficiency in listening, speaking, reading, and writing the Japanese language.

JPN 212 Japanese Language IV: AH4

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: JPN 211 (Grade of C or higher) or faculty consent

Continues Japanese Language I, II, and III in the development of increased functional proficiency in listening, speaking, reading, and writing the Japanese language.

Journalism

JOU 102 Introduction to Editing for Media

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on the process of editing articles for publication in newspapers, newsletters, magazines, and the Internet. The Associated Press style is emphasized.

JOU 105 Introduction to Mass Media: SS3

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Places the mass media in an historical and cultural perspective, considering the validity, integrity, and influence of the media in a democracy.

JOU 106 Fundamentals of Reporting

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: ENG 090

Introduces news writing, reporting, and interviewing with an emphasis on clarity, accuracy, completeness, timeliness, and fairness.

JOU 109 Introduction to Desktop Publishing

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Introduces fundamentals of desktop publishing, using database files, desktop publishing, and graphics programs, as well as HTML coding, to design brochures, fliers, newsletters, newspapers, and Web sites. Students will also create database files and charts for computer-assisted reporting.

JOU 111 Principles of Advertising

3 Credit Hours • 45 Contact Hours (Lecture)

Employs design concepts, principles, and practices for advertising management for the mass media.

JOU 114 TV Production

3 Credit Hours • 45 Contact Hours (Lecture)

Covers principles and techniques of television production, as well as the role of the director/producer.

JOU 121 Photojournalism

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Provides an introductory, hands-on course in black-and-white photography, with an emphasis on photojournalistic techniques, processing, and printing. This course includes an investigation of word/pictures relationships in creating photo essays for publications.

JOU 206 Intermediate News Writing & Editing

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: ENG 090, JOU 106

Presents how to gather information as an investigative reporter through research of local, state, and federal government publications, how to cover police beat and city hall, how our courts and regulatory agencies function, and how to cover other challenges such as the environment, religion, science, medical, public safety, and business.

JOU 215 Publications Production & Design

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Prerequisite: ENG 090

Provides for students' participation in the planning, writing, design, and production processes of a non-newspaper publication.

JOU 221 Newspaper Design I

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: ENG 090

Provides students with experience in news writing, editing, design, layout, and advertising for newspaper production. Students may be required to work on the college newspaper or other news-oriented publications.

JOU 222 Newspaper Design II

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

Prerequisite: JOU 221

Allows students to build their newspaper production experience through work on the college newspaper or other approved news-oriented publications.

JOU 231 Introduction to Public Relations

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: JOU 106 or faculty consent

Focuses on public relations and its role for the individual, the non-profit organization, business, and government; research methodology, principles and practices necessary to become a public relations practitioner; and media channels best suited to a persuasive appeal or crisis.

JOU 241 Magazine Article Writing

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 or faculty consent

Studies trade, consumer, and technical markets; manuscript development with emphasis on nonfiction; submission techniques; and trends affecting the marketing of manuscripts.

JOU 280 Internship

3-5 Credit Hours • 45 Contact Hours per credit hour (Internship)

Prerequisite: faculty consent

Provides a structured, guided, and individualized research that is organized and tailored around the interests and needs of the individual student who may use journalism skills and experiences acquired during previous coursework.

Law Enforcement Academy

LEA 101 Basic Police Academy I

6 Credit Hours • 135 Contact Hours (Lecture/Lab Combination)

*Prerequisite: Permission of Academy Director.**NOTE: Taken concurrently with LEA 102, 103, 104, 105, 106, 107, 108, PED 110*

Conforms to POST standards and state certification requirements as well as the basic skills and knowledge necessary to perform the entry level duties of a peace officer. Emphasis will be on simulating actual situations utilizing a lecture and laboratory mode of learning.

LEA 102 Basic Police Academy II

12 Credit Hours • 270 Contact Hours (Lecture/Lab Combination)

*Prerequisite: Permission of Academy Director.**NOTE: Taken concurrently with LEA 101, 103, 104, 105, 106, 107, 108, PED 110*

Conforms to POST standards and state certification requirements as well as the basic skills and knowledge to perform the entry level duties of a peace officer. Emphasis will be on simulating actual situations utilizing a lecture and laboratory mode of learning.

LEA 103 Basic Law Enforcement Academy III

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
Prerequisite: Permission of Academy Director.

NOTE: Taken concurrently with LEA 101, 102, 104, 105, 106, 107, 108, PED 110

Enhances the standards established by the P.O.S.T. Board and state certification requirements as well as the basic skills and knowledge necessary to perform the entry level duties of a Police Officer. Emphasis will be on expanding the P.O.S.T. curriculum to create a unique learning experience.

LEA 104 Basic Law Enforcement Academy IV

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: Permission of Academy Director.

NOTE: Taken concurrently with LEA 101, 102, 103, 105, 106, 107, 108, PED 110

Enhances the standards established by the P.O.S.T. Board and state certification requirements as well as the basic skills and knowledge necessary to perform the entry level duties of a Police Officer. Emphasis will be on expanding the P.O.S.T. curriculum to create a unique learning experience.

LEA 105 Basic Law

8 Credit Hours • 120 Contact Hours (Lecture)

Prerequisite: Permission of Academy Director.

NOTE: Taken concurrently with LEA 101, 102, 103, 104, 106, 107, 108, PED 110

Conforms to POST standards and state certification requirements as well as the basic skills and knowledge necessary to perform the entry level duties of a peace officer. Emphasis will be on United States Constitution, arrest, search and seizure, interrogation and confessions, rules of evidence, Colorado Criminal Code, Colorado Traffic Code, Colorado Children's Code, Liquor Code and controlled substances.

LEA 106 Arrest Control Techniques

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: Permission of Academy Director.

NOTE: Taken concurrently with LEA 101, 102, 103, 104, 105, 107, 108, PED 110

Grading: SU only

Covers the skills, knowledge and abilities necessary to effectively maintain control of a suspect when making an arrest. Emphasizes the continuum of force and de-escalation of force.

LEA 107 Law Enforcement Driving

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: Permission of Academy Director.

NOTE: Taken concurrently with LEA 101, 102, 103, 104, 105, 106, 108, PED 110

Grading: SU only

Covers the skills, knowledge and abilities required for operation of a law enforcement vehicle. Emphasizes defensive driving. Enables students to demonstrate skills by driving a vehicle under simulated conditions.

LEA 108 Firearms

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: Permission of Academy Director.

NOTE: Taken concurrently with LEA 101, 102, 103, 104, 105, 106, 107, PED 110

Grading: SU only

Discusses the skills, knowledge and abilities necessary to safely use police firearms. Students will demonstrate skills by firing weapons on a firing range. The student will demonstrate basic safety techniques and will explain the firearms role within the continuum of force.

LEA 118 Report Writing

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 or ENG 131

Identifies the areas of concern in regards to proper documentation of police related activities. Focuses on report writing skills, proper structuring of interviews, and chronological documentation of events. Incorporates proper sentence structuring, the use of correct terminology, and accuracy in written reports.

LEA 126 Patrol Procedures

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on an in-depth study of the basic knowledge and skills required of a peace officer to safely and effectively accomplish the patrol procedure.

LEA 167 Fingerprinting

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

An in-depth instruction of the interpretation, classification, and presentation in court of the Henry System of classification of fingerprint patterns. Instructor includes the discussion of lifting and preserving fingerprints from crime scenes. The processing of a crime scene using basically powders and a magna brush. The student will be proficient in the Henry System and use all kits and allied equipment in a high level at the completion of the course.

LEA 218 Drug Investigative Strategies

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on laws dealing with gambling, prostitution, sex crimes, and narcotics. Emphasizes special techniques employed in the detection, suppression, and apprehension of violators. Includes effects of drugs and narcotics, identification of narcotics, and terminology.

LEA 219 Police Intelligence

2 Credit Hours • 30 Contact Hours (Lecture)

Focuses on the fundamentals of how law enforcement agencies apply intelligence in police operations and combat organized crime. Explains the structure, training, staffing, and security of intelligence units and demonstrates operating guidelines at a command level.

LEA 227 Law Enforcement Supervisory Training Program

2 Credit Hours • 30 Contact Hours (Lecture)

Develops the Law Enforcement Supervisor. It provides an overview of police supervision and gives the student an understanding of the first-line supervisor's role from three perspectives: management expectations, first-line supervisor's concept of the role, and subordinate's expectations. This is a P.O.S.T. approved course.

LEA 240 Criminal Investigations

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces investigation methods and procedures from preliminary through the follow-up stages.

LEA 246 Traffic Investigation

3 Credit Hours • 45 Contact Hours (Lecture)

Provides an overview of the skills and concepts necessary to complete an accurate investigation of a traffic collision. Emphasizes traffic management concepts, selective traffic enforcement, and safety issues.

LEA 260 Police Photography

3 Credit Hours • 60 Contact Hours (15 Lecture, 45 Lecture/Lab Combination)

Focuses on current methods and techniques of police photography. Includes the use, nomenclature, and operation of 35mm and 4x4 cameras at simulated crime scenes and traffic accidents. Incorporates the development, printing, and enlargement of photos.

Literature

LIT 115 Introduction to Literature I: AH2

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 or concurrent enrollment

Introduces students to fiction, poetry, and drama. Emphasizes active and responsive reading.

LIT 121 Survey of World Mythology Literature

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 or concurrent enrollment

Teaches students how to define mythology and how to read, analyze, and recognize mythic patterns and archetypes in diverse world literatures, both ancient and modern. The course will focus on identifying the elements of myth and analyzing how these elements appear in, and are altered by, cultural stories and authorial literature from multiple eras.

LIT 125 Study of the Short Story

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 or concurrent enrollment

Focuses on careful reading and interpretation of the short story as a distinct genre. It examines formal as well as thematic elements of short fiction. Critical thinking, discussion, and writing about short stories will enhance perceptive reading skills and heighten awareness of the human condition.

LIT 201 Masterpieces of Literature I: AH2

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 or concurrent enrollment

Examines significant writings in world literature from the ancients through the Renaissance. Emphasizes careful readings and understanding of the works and their cultural backgrounds.

LIT 202 Masterpieces of Literature II: AH2

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 or concurrent enrollment

Examines significant writings in world literature from the seventeenth century to the present. Emphasizes careful reading and understanding of the works and their cultural backgrounds.

LIT 205 Ethnic Literature: AH2

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 or concurrent enrollment

Focuses on significant texts by ethnic Americans including African-American, Native American, Latino/a, and Asian Americans. Emphasizes careful reading and understanding of the cultural and literary elements of the works.

LIT 211 Survey of American Literature I: AH2

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 or concurrent enrollment

Provides an overview of American literature from the Native American through the nineteenth century Romantics. It explores ideas, historical and social contexts, themes and literary characteristics of works in various genres by major writers.

LIT 212 Survey of American Literature II: AH2

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 or concurrent enrollment

Provides an overview of American literature from the mid-nineteenth century to the present. It explores ideas, historical and social contexts, themes and literary characteristics of works in various genres by major writers.

LIT 221 Survey of British Literature I: AH2

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 or concurrent enrollment

Provides an overview of British literature from the Anglo-Saxon period through the 17th century. It explores ideas, historical and social contexts, themes and literary characteristics of works in various genres by major writers.

LIT 222 Survey of British Literature II: AH2

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 or concurrent enrollment

Provides an overview of British literature from the 18th century to the present. It explores ideas, historical and social contexts, themes and literary characteristics of works in various genres by major writers.

LIT 225 Introduction to Shakespeare: AH2

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 or concurrent enrollment

Explores a selection of works by William Shakespeare. It focuses on careful reading and interpretation of the plays and poems, includes pertinent information about Elizabethan England, and examines formal as well as thematic elements of the selected works.

LIT 246 Literature of Women

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 or concurrent enrollment

Examines the techniques and themes in literature by and about women by examining women's issues from various genres.

LIT 248 Native American Literature

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 or concurrent enrollment

Examines oral and written literature created by Native American peoples. Emphasizes narrative and ceremonial literature from the oral tradition. Examines oratory, autobiography, essays, poetry, short stories, and novels as oral and written forms.

LIT 255 Children's Literature

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 or concurrent enrollment

Evaluates the criteria for selecting appropriate literature for children through exploration of genres, age levels, values taught through literature, and the literary and artistic quality of various texts.

LIT 257 Literature & Film

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 or concurrent enrollment

Examines the relationship between literature and motion pictures, emphasizing the technique and interpretive function of filmmakers.

LIT 268 Celtic Literature: AH2

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 or concurrent enrollment

Exposes the student to Irish literature. The course examines significant writings in Irish literature from the ancients through to the twenty-first century. The course emphasizes the careful reading and understanding of works of poetry, fiction, and drama, as well as their cultural backgrounds.

LIT 269 Popular Literature & Culture

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121 or concurrent enrollment

Explores special interests in literature, such as Detective Fiction and Science Fiction.

Machining

MAC 101 Introduction to Machine Shop

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Covers safety procedures, use of bench tools, layout tools, power saws, drill presses, precision measurement tools, and various hand tools related to the machine shop. Also included are sharpening drill bits and general purpose turning tools for the lathe as well as determining speeds and feeds for both the lathe and the milling machine.

MAC 102 Blueprint Reading

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Students read blueprints and interpret symbols, notes dimensions, and tolerances.

MAC 110 Introduction to Engine Lathe

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: MAC 101, MAC 102 or concurrent enrollment

Introduces basic lathe applications which will consist of identifying lathe components and controls, understanding turning safety, calculating speeds and feeds, using various tools and tool holders, identifying basic tool geometry, and the use of common lathe spindle tooling. Students will perform basic lathe operations, which will consist of facing, center-drilling, chuck turning, turning between centers, boring, grooving, tapers, knurling, and single point threading. Students will be required to produce specified parts to a tolerance of +/- .004 in. and perform competencies set by manufacturing standards.

MAC 111 Intermediate Engine Lathe

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: MAC 110 or concurrent enrollment

Teaches students to prepare single point external and internal unified screw threads to a Class 3 fit, generate angles with the compound rest within one degree, ream holes concentric within .001 inches, determine cutting speeds, and perform facing and turning operations.

MAC 112 Advanced Engine Lathe

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: MAC 102 or concurrent enrollment

Prepares students to form radius, single-point isometric threads, turn spherical radius, use a radius gauge, and work within .0005 inches tolerance externally.

MAC 120 Introduction to Milling Machine

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: MAC 101, MAC 102 or concurrent enrollment

Teaches students to identify the major parts of the vertical mill; align a vise; use an indicator, edge finder, and boring head; determine speeds and feeds; perform simple indexing; mill flat and square surfaces and slots; drill, bore, and tap holes; and work within a plus or minus .002 inch tolerance.

MAC 121 Intermediate Milling Machine

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: MAC 120 or concurrent enrollment

Prepares students to determine hole locations by coordinates and degrees, use a rotary table, use a jig bore to drill holes by the coordinate method, and work within plus or minus .001 inch tolerance.

MAC 122 Advanced Milling Machine Operations

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: MAC 121 or concurrent enrollment

Prepares students to indicate the head of a vertical mill, bore holes, drill holes at an angle, and work with tolerances of .0008 inches location and diameter.

MAC 201 Introduction to CNC Turning Operations

3 Credit Hours • 45 Contact Hours (Lecture)

Covers computer numerical control (CNC) lathe operations, control functions, the letter address system, the program format, and machine setup. G & M codes, control functions, the letter address system, and math issues related to CNC are included. This class is NOT offered on an open-entry, open-exit basis.

MAC 202 CNC Turning Operations II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAC 201 or concurrent enrollment

Prepares students to write basic computer numerical control (CNC) lathe part programs. G and M codes, math related to CNC, setups, speeds and feeds, straight turning, spherical turning, threading, chamfering, tapering, drilling, tapping, boring, and grooving. Cutter compensations, sub-programming techniques, repetitive cycles, and both absolute and incremental exercises will be incorporated into programs. Students will also proof and edit the programs to make them valid. This class is NOT offered on an open-entry, open-exit basis.

MAC 205 Introduction to CNC Milling Operations

3 Credit Hours • 45 Contact Hours (Lecture)

Provides transitional information between conventional machining applications and the typical applications found in computer numerical control machining. Topics may consist of numerical control systems, The Cartesian coordinate system, high efficiency tooling applications, objectives of numerical control, calculating speed and feed rates, defining and calculating tool motion, fixturing requirements, basic program structure, programming codes, and basic conversational programming. Operations of NC machines will be required.

MAC 206 CNC Milling Operations II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAC 205 or concurrent enrollment

Exposes the student to the principle operations of both vertical and horizontal CNC milling machines via lecture instruction methods, multi-media instruction methods, and manufacturing hands-on methods. The student will be exposed to the basic CNC machining center, principle operations, manual controls, programming methods, tool-offsets, G54-G59 work offsets, cutter radius compensation, and tool selection methods. General operator skills and basic setup skills will be stressed.

MAC 207 CNC Milling Lab

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: MAC 206 or concurrent enrollment

Prepares students to write programs and run parts from both blueprints provided and per individual student designs. Proofing and editing programs, sub-programs, managing cutter compensations, fixture offsets, and overall execution at the machine will be the primary focus.

MAC 240 CAD/CAM 2D

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Provides the student with the essential concepts and techniques that are required to successfully create part geometry, generate tool path, verify tool path models, and post process the NC codes. The student will be exposed to a 2-axis machining, 3-axis machining wire frame and surface modeling, lathe programming, and DNC systems. Programming projects and models will be demonstrated in the CNC manufacturing lab.

MAC 241 CAD/CAM 2D Lab

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: MAC 240 or concurrent enrollment

Requires students to produce a variety of lab exercises on robotic machinery in conjunction with MAC 240. Aspects of toolpaths for contour, drill, and pocket will be covered. Chaining geometry, setting parameters, and managing cutter compensations will be addressed in both multi-tool programs and re-machining operations. Coursework will primarily focus on 2D geometry projects.

MAC 245 CAD/CAM 3D

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Covers both the production and surfacing of three-dimensional geometry in a self-paced setting. Issues will be covered related to the production of wire frames, solids, surfaces, the joining of surfaces, joining of solids, managing construction planes, sweeping, rotating, and controlling parameter settings. A familiarity with Mastercam, CNC programming techniques, and CNC operations is recommended.

MAC 246 CAD/CAM 3D Lab

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: MAC 245 or concurrent enrollment

Requires students to produce a variety of three dimensional lab exercises on robotic machinery in a self-paced format in conjunction with MAC 245. Coursework will focus primarily on advanced geometry to include developing an understanding of CNC codes related to work offsets, cutter compensations, and tool management within CAD/CAM programs on the milling machine.

MAC 250 Advanced Inspection Techniques

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: MAT 108

Exposes the student to the principles of dimensional metrology. Students will learn how to use common measuring instruments relating to state-of-the-art manufacturing environments. Students will also learn the importance of Quality Control, TQM, and SPC processes as they relate to manufacturing environments. Use of a coordinate measuring machine will be delivered.

MAC 252 Practical Metallurgy

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Offers a study of metallurgical terms and definitions in an effort to understand both the behavior of metals and their service to industry. Characteristics during heating, cooling, shaping, forming, and the stresses related to their mechanical properties are covered. The theory behind the alloys, heat treatment processes, and the impact they have on strength, toughness, hardness, elasticity, ductility, malleability, wear resistance, and fatigue resistances is investigated.

Management

MAN 116 Principles of Supervision

3 Credit Hours • 45 Contact Hours (Lecture)

Studies the principles and techniques of supervising and motivating personnel. This course is designed for students who are interested in supervising others or for those currently in supervision. Course content focuses on the human interaction in supervision.

MAN 117 Time Management

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Provides students with the conceptual knowledge and tools to make better use of their time in the management function.

MAN 125 Team Building

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Introduces the concept of working as a team member. Activities and assignments will emphasize the ability to negotiate, work together, build consensus, and make quality decisions.

MAN 128 Human Relations in Organizations

3 Credit Hours • 45 Contact Hours (Lecture)

Explores the importance of effective communication in our personal lives as well as in the world of business. Practical business applications such as employee motivation, handling customer complaints, and effectively resolving conflict in the workplace will be a major part of the curriculum.

MAN 200 Human Resource Management I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: BUS 115 or faculty consent

Provides the student with a broad overview of the contemporary issues, theories, and principles used to effectively manage human resources. Topics include recruiting, hiring, compensation and benefits, training and development, employee relations, and legal issues.

MAN 205 Event Planning

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: BUS 115 or faculty consent

Presents the components of meeting planning; organization, personnel, finances, site selection, transportation, program design, promotion, arranging exhibits, and evaluation.

MAN 216 Small Business Management

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ACC 101 or ACC 121, MAN 226, MAR 216

Examines the elements necessary for the successful formation of a new small business. It is also designed to enhance the skills of those already involved in the operation of a small business. The course includes the development of a complete small business plan.

MAN 226 Principles of Management

3 Credit Hours • 45 Contact Hours (Lecture)

Presents a survey of the principles of management. Emphasis is on the primary functions of planning, organizing, leading, and controlling with a balance between the behavioral and operational approach.

MAN 240 Strategic Management

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: BUS 115, MAN 226 and sophomore standing

Presents the development of business policy and the integration of skills learned in prior business study, including strategy formulation, implementation, and evaluation. Focus is on the coordination of marketing, production, finance, accounting, and ethics and social responsibility to achieve competitive advantage.

MAN 246 Critical Issues in Marketing & Management

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: BUS 115 and sophomore standing

Examine current issues, practices, challenges and trends in the marketing and management environments including truth in advertising, promotional codes of conduct and a diverse workforce.

Manufacturing Technology

MTE 120 Manufacturing Processes

3 Credit Hours • 45 Contact Hours (Lecture)

Provides the student an overview of the different methods, tools and machines which are used to manufacture industrial and consumer products.

Marketing

MAR 111 Principles of Sales

3 Credit Hours • 45 Contact Hours (Lecture)

Enables the student to understand and develop ethical sales techniques and covers the role of selling in the marketing process. Areas of emphasis include behavioral considerations in the buying and selling process and sales techniques.

MAR 117 Principles of Retailing

3 Credit Hours • 45 Contact Hours (Lecture)

Emphasizes the study of the basic principles and techniques of merchandising, operations, layout, store organization, site location, and customer service with an emphasis on retailing operations.

MAR 160 Customer Service

3 Credit Hours • 45 Contact Hours (Lecture)

Enables students to learn the relationship of self to customers, problem solve, and understand the importance of communicating with customers. Specific emphasis is given to managing customer expectations by building customer rapport and creating positive outcomes.

MAR 216 Principles of Marketing

3 Credit Hours • 45 Contact Hours (Lecture)

Presents the analysis of theoretical marketing processes and the strategies of product development, pricing, promotion and distribution, and their applications to businesses and the individual consumer.

MAR 220 Principles of Advertising

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAR 216

Examines the principles and practices of advertising and its relationship to business in order to promote a business or organization. Areas of major emphasis include advertising principles, strategies, media, copy and layout, and ethical considerations.

MAR 240 International Marketing

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: BUS 115, MAR 216 and sophomore standing

Enables the student to explore the international marketing for U.S. products, and to explore the increasing competitive international environment and recent changes in the environment that have challenged U.S. business. The course is designed to make the reader an "informed observer" of the global market place as well as enabling him/her to develop skills to make marketing decisions in a global context.

MAR 249 Strategic Marketing

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: BUS 115, MAR 216 and sophomore standing

Illustrates the connections between a market-driven strategy, customer satisfaction, and profitable growth. Students will examine how marketing strategies are developed and executed within both small and large organizations. The course will emphasize strategy development, implementation, and evaluation.

Math

Please note that the remedial math classes have been restructured. MAT 075 should be taken in place of MAT 030 and 060, MAT 076 is a new class intended to be a prerequisite for MAT 120 ONLY, and MAT 077 has replaced MAT 099. MAT 030, MAT 060, and MAT 090 will continue to be offered. Please see your advisor for more information.

MAT 030 Fundamentals of Mathematics

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: Math assessment

Includes the vocabulary, operations, and applications of whole numbers, decimals and basic fractions and mixed numbers.

MAT 060 Pre-Algebra

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: Successful completion of MAT 030 (Grade of C or higher) or appropriate math assessment

Further the study of fractions and mixed numbers. Also included are vocabulary, operations and applications of ratio, proportion, percent, area, perimeter, US and metric measures, integers, and an introduction to algebraic expressions and the solution of basic first-degree equations.

MAT 075 SPECIAL TOPIC: Pre-Algebra with Basic Mathematics

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: Math assessment to test into MAT 030 or MAT 060

Combines MAT 030 and MAT 060. Take MAT 075 if you have tested into 030 or 060 and as a prerequisite to MAT 090 or MAT 107.

MAT 076 SPECIAL TOPIC: Survey of Algebra for the Liberal Arts

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: Successful completion of MAT 090 (Grade of C or higher) or appropriate math assessment

Enhances problem solving skills with a tailored study of topics intended to prepare students for MAT 120: Mathematics for the Liberal Arts. Topics include the study of linear and quadratic equations, systems of equations, inequalities, slope, graphing, polynomials, exponents, simple rational expressions, introductory set theory and logic, introductory probability and statistics, radical expressions, and applications. For students with an Accuplacer score of 61-84 who expect to take MAT 120.

MAT 077 SPECIAL TOPIC: Intermediate Algebra

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: Successful completion of MAT 090 (Grade of C or higher) or appropriate math assessment

Emphasizes problem solving with further study of equations, slope, inequalities, systems of equations, polynomials, quadratic equations, rational expressions, rational exponents, radical expressions, graphing and applications. A graphing calculator or equivalent software may be utilized. For students with an Accuplacer score of 61-84.

MAT 090 Introductory Algebra

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: Successful completion of MAT 060 (Grade of C or higher) or appropriate math assessment

Includes first-degree equations, inequalities, formulas, polynomials, factoring polynomials, solving quadratic equations by factoring, coordinate geometry, graphing linear equations and applications. Algebraic fractions and systems of linear equations may be included.

MAT 101 Enhanced Mathematics Support

1 Credit Hour • 30 Contact Hours (Lab)

Supplements math classroom instruction through the Mathematics Support Center, a student-centered learning environment. Students will be able to utilize the following resources: professional and peer tutoring, mathematics and tutorial software, online tutorial resources, videotapes, and training guides for these resources. Students will also be able to obtain help with calculators and mathematical software required in their math courses.

MAT 103 Math for Clinical Calculations

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: Successful completion of MAT 090 (Grade of C or higher) or appropriate math assessment

Provides a review of general mathematics, introductory algebra and an opportunity to learn systems of measurement and methods of solving problems related to drug dosage and intravenous fluid administration. It is designed for students in the health disciplines. Topics may include algebra, graphs, measurement and conversion between various systems of measurement.

MAT 107 Career Math

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 060 (Grade of C or higher) or appropriate math assessment

Covers material designed for career technical or general studies students who need to study particular mathematical topics. Topics may include measurement, algebra, geometry, trigonometry, graphs, and/or finance. These are presented on an introductory level and the emphasis is on applications.

MAT 108 Technical Mathematics

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: MAT 090 (Grade of C or higher) or appropriate math assessment

Covers material designed for career technical or general studies students who need to study particular mathematical topics. Topics may include measurement, algebra, geometry, trigonometry, graphs, and/or finance. These are presented on an introductory level and the emphasis is on applications.

MAT 109 Geometry

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 090 (Grade of C or higher) or appropriate math assessment

Teaches basic geometric principles involving lines, triangles, circles, polygons, and three-dimensional figures. Geometric constructions and measurement in the metric and U.S. systems are covered.

MAT 111 Technology Lab for Algebra

1 Credit Hour • 30 Contact Hours (Lab)

Explores and applies algebraic topics in a laboratory course using graphing calculators.

MAT 112 Financial Mathematics

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 060 or equivalent

Covers topics including pricing, taxes, insurance, interest, annuities, amortization, investments using financial calculators, and spreadsheets.

MAT 120 Mathematics for the Liberal Arts: MA1

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisites: Accuplacer score of 85(EA), ACT score of 19, MAT 099 (Grade of C or higher), or MAT 106 (Grade of C or higher)

Develops mathematical and problem-solving skills. Appropriate technological skills are included. Content is selected to highlight connections between mathematics and the society in which we live. Topics include set theory and logic, mathematical modeling, probability and statistical methods, and consumer mathematics. Additional content will include one topic in geometry, numeration systems, decision theory, or management science.

MAT 121 College Algebra: MA1

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisites: Accuplacer score of 85(EA), ACT score of 23, MAT 099 (Grade of C or higher), or MAT 106 (Grade of C or higher)

Includes a brief review of intermediate algebra, equations, and inequalities, functions and their graphs, exponential and logarithmic functions, linear and non-linear systems, selection of topics from among graphing of the conic sections, introduction to sequences and series, permutations and combinations, the binomial theorem, and theory of equations. A graphing calculator is required.

MAT 122 College Trigonometry: MA1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 121 (Grade of C or higher) or appropriate math assessment

Covers topics including trigonometric functions (with graphs and inverse functions), identities and equations, solutions of triangles, complex numbers, and other topics as time permits. This is a traditional prerequisite course to the calculus sequence.

MAT 123 Finite Mathematics: MA1

4 Credit Hours • 60 Contact Hours (Lecture)

Offered: Spring & Summer

Prerequisites: Accuplacer score of 85(EA), ACT score of 21, MAT 099 (Grade of C or higher), or MAT 106 (Grade of C or higher)

Covers topics including functions, matrix algebra, linear programming, and an introduction to probability and counting techniques. Emphasis is on applications. This course may include other topics such as statistics when time permits. This course is primarily intended for business, life science, or social science majors.

MAT 125 Survey of Calculus: MA1

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: MAT 121 (Grade of C or higher) or appropriate math assessment

Includes derivatives, integrals, and their applications, with attention restricted to algebraic, exponential, and logarithmic functions for business, life science, and/or social science majors.

MAT 135 Introduction to Statistics: MA1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisites: Accuplacer score of 85(EA), ACT score of 21, MAT 099 (Grade of C or higher), or MAT 106 (Grade of C or higher)

NOTE: MAT 135 must be taken with MAT 179

Includes data presentation and summarization, introduction to probability concepts and distributions, statistical inference—estimation, hypothesis testing, comparison of populations, correlation, and regression.

MAT 155 Integrated Math I: MA1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisites: Accuplacer score of 85(EA), ACT score of 19, MAT 099 (Grade of C or higher), or MAT 106 (Grade of C or higher)

Engages students in the concepts of school mathematics, the course will include the recognition of numerical and geometric patterns and their application to a variety of mathematical situations; mathematical problem-solving, reasoning, critical thinking, and communication; algebraic thinking, representation, analysis, manipulation, generalizations and extensions.

MAT 156 Integrated Math II: MA1

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisites: Accuplacer score of 85(EA), ACT score of 19, MAT 099 (Grade of C or higher), or MAT 106 (Grade of C or higher)

Further MAT 155 concepts, the course will include fundamentals of probability, statistics, and Euclidean geometry. Mathematical problem-solving, reasoning, critical thinking and communication will continue to be an integral part of this sequence.

MAT 166 Pre-Calculus: MA1

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: MAT 121 (Grade of C or higher) or appropriate math assessment

Reviews college algebra and college trigonometry intended for those planning to take calculus. Topics include algebraic manipulations, properties of algebraic and trigonometric functions and their graphs, trig identities and equations, conic sections, polar coordinates, and parametric equations.

MAT 179 Computer Applications for Statistical Procedures

1 Credit Hour • 22.5 Contact Hours (7.5 Lecture, 15 Lab)

*Prerequisites: Accuplacer score of 85(EA), ACT score of 19, MAT 099 (Grade of C or higher), or MAT 106 (Grade of C or higher)**NOTE: MAT 179 must be taken with MAT 135*

Uses statistical software and the World Wide Web to engage students in an active visual approach to the topics covered in MAT 135. Students will work with real world data on problems of a practical nature.

MAT 201 Calculus I: MA1

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: MAT 166 (Grade of C or higher) or appropriate math assessment

Introduces single variable calculus and analytic geometry. Includes limits, continuity, derivatives, and applications of derivatives as well as indefinite and definite integrals and some applications.

MAT 202 Calculus II: MA1

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: MAT 201 (Grade of C or higher) or appropriate math assessment

Continuation of single variable calculus which will include techniques of integration, polar coordinates, analytic geometry, improper integrals, and infinite series.

MAT 203 Calculus III: MA1

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: Successful completion of MAT 202 (Grade of C or higher) or appropriate math assessment

Completes the traditional subject matter of Calculus. Topics include vectors, vector-valued functions, and multivariable calculus including partial derivatives, multiple integrals, line integrals, and application.

MAT 215 Discrete Mathematics: MA1

4 Credit Hours • 60 Contact Hours (Lecture)

*Offered: Spring**Prerequisite: MAT 201 (Grade of C or higher)*

Includes formal logic, algorithms, induction proofs, counting and probability, recurrence relations, equivalence relations, graphs, shortest-path, and tree traversal. This course is designed for mathematics and computer science students.

MAT 255 Linear Algebra: MA1

3 Credit Hours • 45 Contact Hours (Lecture)

*Offered: Spring**Prerequisite: MAT 202 (Grade of C or higher)*

Includes vector spaces, matrices, linear transformations, matrix representation, eigenvalues, and eigenvectors.

MAT 265 Differential Equations: MA1

3 Credit Hours • 45 Contact Hours (Lecture)

*Offered: Fall**Prerequisite: MAT 202 (Grade of C or higher)*

Emphasizes techniques of problem solving and applications. Topics include first, second, and higher order differential equations, series methods, approximations, systems of differential equations, and Laplace transforms.

MAT 280 Internship

1 Credit Hour • 45 Contact Hours (Internship)

Prerequisite: Requires written approval of the math lab coordinator

Provides student with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

Medical Office Technology

MOT 110 Medical Office Administration

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: ENG 090

Introduces the administrative duties specifically used in medical offices.

MOT 120 Medical Office Financial Management

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 030

Covers the practical uses of accounts and records with emphasis on accounting principles and analysis for use in a medical office.

MOT 124 Medical Filing

2 Credit Hours • 30 Contact Hours (Lecture)

Introduces the student to the basic rules and principles of filing in medical facilities. Topics include numeric, terminal digit, alphabetic, and computer-assisted filing methods. Cross-referencing, color-coding, and medical records control will also be introduced.

MOT 125 Basic Medical Sciences I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Teaches the anatomy and physiology, pathophysiology and drug therapy of the immune, musculoskeletal, and digestive systems. A discussion of pediatric implications as they relate to clinical physiology will also be covered. Students may take MOT 125, MOT 133 and MOT 135 in any order, but all three courses must be completed to met the Basic Medical Sciences requirement.

MOT 130 Insurance Billing & Coding

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MOT 125, MOT 135

Introduces outpatient coding with an ultimate goal to present a clear picture of medical procedures and services performed (CPT codes), correlating the diagnosis, symptom, complaint or condition (ICD-9 codes), thus establishing the medical necessity required for third-party reimbursement.

MOT 131 Advanced Insurance Billing & Coding

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MOT 125, MOT 135

Prepares the student to code correctly and optimize reimbursements for a full range of medical services by expanding coverage of diagnostic and therapeutic procedures, official coding guidelines, APGs, APCs, DRGs, Medicare fraud and abuse.

MOT 132 Medical Transcription I

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: HPR 208, MOT 125

Provides basic knowledge, understanding, and skills required to transcribe medical dictation with accuracy, clarity, and timeliness, applying the principles of professional and ethical conduct.

MOT 133 Basic Medical Sciences II

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Teaches the anatomy and physiology, pathophysiology and drug therapy of the cardiovascular, respiratory, and dermatology systems. Students may take MOT 125, MOT 133 and MOT 135 in any order, but all three courses must be completed to met the Basic Medical Sciences requirement.

MOT 135 Basic Medical Sciences III

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Covers the anatomy and physiology, pathophysiology and drug therapy of the Renal, Reproductive, Neurological, and Endocrine systems. Students may take MOT 125, MOT 133 and MOT 135 in any order, but all three courses must be completed to met the Basic Medical Sciences requirement.

MOT 136 Introduction to Clinical Skills

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

NOTE: May be taken concurrently with MOT 138 and/or MOT 140

Provides hands on experience with the basic clinical skills required for assisting with patient care in an ambulatory setting. Delivers the theory behind each skill presented as well as proper technique for performing each skill. Includes knowledge and/or performance of universal precautions/OSHA regulations, HIPAA, medical asepsis, procedural gowning and gloving, patient draping and positioning, and measurement of vital signs.

MOT 138 Medical Assisting Laboratory Skills

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

NOTE: May be taken concurrently with MOT 136 and/or MOT 140

Introduces the student to basic routine laboratory skills and techniques for collection, handling, and examination of laboratory specimens often encountered in the ambulatory care setting. Emphasizes hands-on experience.

MOT 140 Medical Assisting Clinical Skills

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

NOTE: May be taken concurrently with MOT 136 and/or MOT 138

Provides hands on experience with the clinical skills required for assisting with patient care. Delivers the theory behind each skill presented as well as proper technique for performing each skill.

MOT 142 Medical Transcription II

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: MOT 145

Uses a simulation approach to build student vocabulary and speed while providing actual medical transcription of a variety of health care and medical reports at progressively increasing accuracy and productivity standards.

MOT 145 Transcribe Medical Specialties

4 Credit Hours • 60 Contact Hours (Lecture)

Familiarizes students with medical specialties and associated terminology, abbreviations, procedures, medications, and instruments used in medical treatment.

MOT 150 Pharmacology for Medical Assistants

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 030

Provides an overview of pharmacology language, abbreviations, systems of measurement and conversions. The Controlled Substances Act, prescriptions, forms of medications, patient care applications, drug classifications/interactions, and safety in drug therapy and patient care are presented. Information regarding the measurement of medications, dosage calculations, routes of administration, and commonly prescribed drugs in the medical office is provided.

MOT 180 Medical Transcription Internship

3 Credit Hours • 180 Contact Hours (Internship)

Prerequisite: MOT 142 or concurrent enrollment or faculty consent

Provides supervised placement in contracted facility for guided experience in the application of knowledge and skills acquired in the classroom.

MOT 181 Administrative Internship

2 Credit Hours • 90 Contact Hours (Internship)

*Prerequisite: Permission of Program Coordinator**NOTE: Must be in the final semester of MOT degree or certificate program or program coordinator consent*

Provides supervised placement in contracted facility for guided experience in application of knowledge and skill acquired in the classroom. Positions are non-paid due to CAAHEP requirement. Student must have permission by program coordinator to begin internship.

MOT 182 Clinical Internship

3 Credit Hours • 135 Contact Hours (Internship)

*Prerequisite: Permission of Program Coordinator**NOTE: Must be in the final semester of MOT degree or certificate program or program coordinator consent*

Provides supervised placement in contracted facility for guided experience in applications of knowledge and skills acquired in the classroom. Positions are non-paid due to CAAHEP requirement. Student must have permission by program coordinator to begin internship.

MOT 183 Medical Assistant Internship

5 Credit Hours • 225 Contact Hours (Internship)

*Prerequisite: Permission of Program Coordinator**NOTE: Must be in the final semester of MOT degree or certificate program or program coordinator consent*

Provides supervised placement in contracted facility for guided experience in application of knowledge and skill acquired in the classroom. The student assists with a variety of business and clinical procedures. Positions are non-paid due to CAAHEP requirement. Student must have permission by program coordinator to begin internship.

MOT 189 Review for Med. Asst. National Examination

1 Credit Hour • 15 Contact Hours (Lecture)

NOTE: Must be in final semester of MOT degree or certificate program

Prepares the candidate sitting for the National Registration/Certification Examination for Medical Assistant through review and practice. These examinations are given with the intent of evaluating the competency of entry-level practitioners in Medical Assisting, therefore supporting quality care in the office or clinic.

Meteorology

MET 150 General Meteorology: SC1

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: MAT 090

Provides an introduction to general meteorology and atmospheric sciences. It includes the composition and structure of the atmosphere and characteristics that affect the atmosphere, such as temperature, pressure, and moisture. Additionally, the development of weather systems, such as storm systems, hurricanes, weather fronts and cloud development will also be examined. Finally, concepts of climatology will be stressed.

Multimedia Graphic Design

MGD 102 Introduction to Multimedia

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Introduces the types of equipment and technical considerations used in multimedia productions and the multimedia professions. It focuses on current types of equipment such as scanners, printers, digital cameras and computers. Students gain hands-on experience in how the technology is utilized for input and output in production and design projects. Overview of software and basic design principles will be explored.

MGD 103 Production Design

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Explores the use of tools, computer graphics techniques, and design layout principles to produce professional graphic designs. Studies include printing basics, typography, and digital color systems. Students use creative thinking to solve communication and design concepts for the output process.

MGD 104 Videography

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Offers an introduction to the principles and techniques of videotape production, including camera operation, basic script writing, lighting, sound, and basic digital editing. Detailed examination of the pre-production, production, and post-production processes, as well as aesthetics, will be included.

MGD 105 Typography & Layout

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Covers the creation and production of graphic projects, emphasizing the layout creative design process, problem solving, and research. Provides experience producing thumbnails, roughs, and digital layouts emphasizing refined creative typography.

MGD 106 Creativity & Visual Thinking

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Introduces the visual and oral skills necessary to analyze works of art and design, articulate complex ideas, and then present the solution cogently in 2-D and 3-D projects and presentation skill building. The underlying philosophy of what we see, how we see, and what we do with it is the major concern of this class.

MGD 107 History of Design

2 Credit Hours • 30 Contact Hours (Lecture)

Explores the pivotal events and achievements that have led to the current state of graphic communication. Through lectures, slides, videos, class discussions, and research, students discover the creative thinkers, innovations, and breakthrough technologies that have shaped the evolution of visual communication, advertising, and industrial design today.

MGD 108 History of Illustration

2 Credit Hours • 30 Contact Hours (Lecture)

Presents a selected overview of the origins of illustration to the present giving equal emphasis to commercial illustration, fine art, and gallery illustration. Special attention is paid to stylistic changes, work methods, and social context.

MGD 109 Design & Color

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Covers the design process and creative problem solving; design and color theories, fundamentals, styles; stages area applied to workups; finished art; and presentations. Emphasis will be on line, form, composition, and continuity.

MGD 110 Lettering for Graphic Design

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Studies lettering and letter forms; the various methods and mediums used in freehand and mechanically-rendered lettering; the design of lettering; and practical applications of lettering in the field of graphic design.

MGD 111 Adobe Photoshop I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Concentrates on the high-end capabilities of a raster photo-editing software as an illustration, design, and photo retouching tool. Students explore a wide range of selection and manipulation techniques that can be applied to photos, graphics, and videos.

MGD 112 Adobe Illustrator I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Acquaints students with the processes of a vector drawing program on the computer. Students learn how to use the tools to create digital artwork that can be used in web design, print media, and digital screen design.

MGD 113 QuarkXPress

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Introduces students to QuarkXPress, a digital page layout tool. Students learn how to assemble, organize, manipulate, and manage text and graphics to produce a high quality publication. Class discussions and independent projects supplement hands-on classroom work.

MGD 114 Adobe InDesign

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Introduces students to InDesign, a page layout program which integrates seamlessly with other Adobe design programs. InDesign delivers creative freedom and productivity to DTP. Class discussions and independent projects supplement hands-on classroom work.

MGD 116 Typography I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Introduces the history and concepts of typography as applied to graphic communications. Explores appropriate use of typography in a variety of design applications, emphasizing the basic design principles of typographic compositions and typesetting. Covers type recognition and typographic terms.

MGD 121 Painter for Digital Media

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Teaches students how to work with an illustration and paint software application called Painter. Color and relationships, repeat patterns, animation and digitization are among the topics covered in the course as students explore the possibilities of visual art using computers. Assigned projects cover a wide range of visual approaches. Painter provides an extra competitive edge for students.

MGD 132 Design & Color II

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 109

Covers the creative problem solving techniques for effective design and advertising continuity. Advanced exploration with design devices, theories, and applications will be discussed. Students will continue skills as well as design process development for ideas and concepts through all the layout stages to the finished presentation.

MGD 134 Drawing for Illustrators

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Covers fundamentals skills and theories of drawing and rendering line structure, form, value, texture, and composition. Application of drawing skills with various media for line quality as well as value and texture interpretations are also covered.

MGD 141 Web Design I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Introduces web site planning, design and creation using industry-standards-based web site development tools. Screen-based color theory, web aesthetics, use of graphics editors and intuitive interface design are explored.

MGD 143 Motion Graphic Design I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Stresses creation of animated and dynamic interactive media for web and multimedia applications. Students will learn how to animate objects, create symbols, and assemble motion tweens.

MGD 153 3D Animation I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 102 or faculty consent

Encompasses all major aspects of creating 3D characters using animation software. Using developed characters, the student will learn how to animate for personality.

MGD 161 Director I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Examines Macromedia Director, the leading authoring tool for interactive multimedia from the art director's perspective. Students will learn the basics of 2D animation for both computer presentations and the web. Interface design and scene development are emphasized. Hands-on projects include lingo scripts, behaviors, adding sound and digital video to student's movies.

MGD 164 Digital Video Editing I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 102 or faculty consent

Introduces digital non-linear video editing. Students will capture, compress, edit, and manipulate video images using a personal computer. Assembly techniques including media management, editing tools, titles, and motion control, transitions and filters, and special effects are explored.

MGD 165 After Effects I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Provides the fundamental techniques for creating digital motion graphics such as 2D animations, animated logos, video graphics, etc. Classes cover relevant tools and techniques as well as industry standards, delivery methods, and output.

MGD 178 Seminar/Workshop

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Provides students with an exceptional learning experience.

MGD 180 Internship

3 Credit Hours • 135 Contact Hours (Internship)
Prerequisite: faculty consent

Provides students with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

MGD 201 Children's Book Illustration

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 109

Studies the artist's role as a visual storyteller, with completion of a finished project to portfolio. Covers adapting a story into character development, story boarding, visual, editing and constructing the final drawing. Special attention to specifications, deadlines, reproduction requirements, and professionalism.

MGD 202 Point of Purchase Packaging Design

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: MGD 109, MGD 132, MGD 133, or faculty consent

Introduces the theories and principles that apply to three-dimensional design graphics for packaging and display; various dimensional marketing solutions to create dynamic visual effects concepts will be developed. Work layout stages and mock-ups will utilize various methods of cutting, folding, and assembly to explore the design concepts and their visual effects.

MGD 207 Illustration I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 134

Addresses methods and techniques used in the profession of illustration for advertising, brochures, books and other forms of printed communications. Course concentrates on developing expertise in producing line and continuous-tone, black-and-white art with emphasis on design and the creation of art for reproduction.

MGD 208 Illustration II

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 207

Addresses methods and techniques used in the illustration profession beyond those covered in Illustration I. Course concentrates on developing expertise in producing color art for reproduction.

MGD 209 Illustration III

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 208

Continues Illustration II with added emphasis on conceptual development and proficiency in technique.

MGD 211 Adobe Photoshop II

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 111 or faculty consent

Develops and reinforces image composition techniques learned in Adobe Photoshop I, MGD 111. Fundamentals are continuously reinforced as new design techniques are introduced.

MGD 212 Adobe Illustrator II

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 112 or faculty consent

Enables the student to continue development of electronic drawing skills through practice and use of state of the art illustration software.

MGD 213 Electronic Prepress

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 111, MGD 112, MGD 113 or faculty consent

Explores in detail the electronic prepress process. Students examine steps for preparing a digital file for trapping, output considerations, and proofing techniques. Creating effective electronic designs and efficient use of today's software programs are also covered.

MGD 215 Painting for Illustrators

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Develops a more refined visual vocabulary, concentrating only on wet media both monochromatic and full color. Projects are more self-directed with emphasis on research, content composition, and professional expectation of the illustration in the graphic area. Working from both life and photographic subjects, the student will develop skills to achieve control of the painterly illustration media.

MGD 221 Computer Graphics I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 111, MGD 112, MGD 113 or faculty consent

Introduces the process of generating computer design.

MGD 222 Computer Graphics II

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 111, MGD 112, MGD 113, MGD 221 or faculty consent

Continues MGD 221 with advanced problems in generating computer design for graphics application, emphasizing production of individual fine art pieces.

MGD 241 Web Design II

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 141 or faculty consent

Expands on previously learned fundamentals of HTML introducing cascading style sheets, DHTML, JavaScripts, and CGI forms. Color usage and interface design principles are emphasized in this course. This course will examine Web sites that employ more complex structures, optimal site architecture and navigation necessary for larger and more complex sites.

MGD 243 Web Motion Graphic Design II

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 143 or faculty consent

Stresses the complex creation of 2D animated motion graphics concentrating on the prior skills learned and the use of scripting and behaviors. Students will create motion graphics using these skills and apply them to web sites. Web site justification of motion graphics will be stressed, appraised, and weighed.

MGD 259 Management & Production

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MGD 102, MGD 213 or MGD 221, MGD 141 or faculty consent

Examines development of multimedia from a production standpoint. The process of transforming conceptual designs into actual projects is explored. Students study the management function of those tasks associated with the business end of development. Teamwork is emphasized throughout the course.

MGD 264 Digital Video Editing II

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 164 or faculty consent

Looks at the more complex and advanced techniques of digital video editing. Areas of editing such as masking, filtering, blue/green screening, track mattes, and image mattes will be examined. Students will produce a movie project in this class and discuss practical ways to distribute to various audiences.

MGD 265 After Effects II

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 165 or faculty consent

Provides advanced skills and techniques for creating digital motion graphics. The course covers relevant tools and techniques as well as industry standards, specialized techniques, and additional tools and resources.

MGD 266 DVD Authoring

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: MGD 164 or faculty consent

Introduces students to all aspects of DVD authoring; covers source acquisition, DVD production, interface design, organization, management, and appropriate DVD output solutions.

MGD 268 Commercial Art Business

2 Credit Hours • 30 Contact Hours (Lecture)

Presents a guide to freelance work and a study of business practices and procedures unique to commercial art including billing rates, client management, business forms, employee management, taxes, licenses, registration, bid processes, and self-promotion. Course may include visits by professionals in the field and discussion of career opportunities and professional organizations.

MGD 289 Capstone

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)
 A demonstrated culmination of learning within a given program of study.

Music

MUS 100 Fundamentals of Music

3 Credit Hours • 45 Contact Hours (Lecture)

Designed to help the beginning music student, or those students with a limited background in music theory, study the basic elements of music, including notation, rhythm, scales, key signatures, intervals, and chords.

MUS 101 Introduction to Music Theory

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: MUS 100

Presents music fundamentals, diatonic four-part harmony, analysis, and keyboard harmony. For non-music majors.

MUS 105 Introduction to Electronic/Computer Music

3 Credit Hours • 45 Contact Hours (Lecture)

Explores the elements of electronic music and demonstrates some of the most popular music software for the Macintosh and IBGM computers, including music notation and music sequencing programs. Achieving a fundamental working knowledge of setup and recording procedures on a personal computer is stressed. Equipment is provided, and beginner's knowledge on either the Macintosh or IBM computer is helpful but not essential.

MUS 110 Music Theory I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MUS 100, MUS 101 or faculty consent

NOTE: MUS 110, MUS 112, and MUS 131 must be taken together

Presents music fundamentals, diatonic four-part harmony, analysis, ear training, and keyboard harmony.

MUS 111 Music Theory II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MUS 110, MUS 112, MUS 131, MUS 132

NOTE: MUS 111, MUS 113 and MUS 132 must be taken together

Presents chromatic four-part harmony, analysis, ear training, and keyboard harmony.

MUS 112 Ear Training/Sight-singing I Lab

1 Credit Hour • 37.5 Contact Hours (Studio)
Prerequisite: Follow sequence of MUS 100 or MUS 101, or equivalent proficiency.

NOTE: MUS 110, MUS 112, and MUS 131 must be taken together

Presents exercises in sight-singing with melodic and rhythmic dictation.

MUS 113 Ear Training/Sight-singing II Lab

1 Credit Hour • 37.5 Contact Hours (Studio)
Prerequisite: MUS 110, MUS 112, and MUS 131

NOTE: MUS 111 and MUS 113 must be taken together

Presents exercises in sight-singing with melodic and rhythmic dictation.

MUS 120 Music Appreciation: AH1

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090

Covers the basic materials of music, musical forms, media, genres, and musical periods. Emphasizes the development of tools for intelligent listening and appreciation.

MUS 121 Music History I: AH1

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or concurrent enrollment, MUS 100 or MUS 110, MUS 120

Studies the various periods of music history with regard to the composers, esthetics, forms, and genres of each period. Considers music from the Middle Ages through the Classical period.

MUS 122 Music History II: AH1

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 or concurrent enrollment, MUS 100, MUS 120

Studies the various periods of music history with regard to the composers, aesthetics, forms, and genres of each period. Considers music from the early Romantic period to the present.

MUS 123 Survey of World Music: AH1

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121

Provides an overview of non-Western music from around the world; provides basic listening skills and the historical/cultural context for a variety of world music styles to enable an understanding and appreciation of non-Western musical expression.

MUS 125 History of Jazz: AH1

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090

Provides an overview of the history of jazz in America, and provides basic listening skills for the understanding and appreciation of jazz music.

MUS 126 History of Rock & Pop

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090

Provides a survey of the history and literature of American Popular Music from 1600 to the present. Through the study of the many ethnic influences that contribute to the diverse musical landscape of American Popular Music, the students acquire an appreciation of this rich musical heritage. These musical styles have evolved out of the diversity in America, and are performed and enjoyed throughout the world.

MUS 131 Music Class I

2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)

Applies the fundamentals of music to the voice or specific musical instruments. This course also introduces basic techniques, repertoire, and sight-reading. First year, first term.

MUS 132 Music Class II

2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)

Applies the fundamentals of music to the voice or specific musical instruments. The course also introduces basic techniques, repertoire, and sight-reading. First year, second term.

MUS 133 Music Class III

2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)

Applies the fundamentals of music to the voice or specific musical instruments. The course also introduces basic techniques, repertoire, and sight-reading. First year, third term.

MUS 134 Music Class IV

2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)

Applies the fundamentals of music to the voice or specific musical instruments. The course also introduces basic techniques, repertoire, and sight-reading. First year, fourth term.

MUS 141 Private Instruction I

1-2 Credit Hours • 7.5-15 Contact Hours (Private Instruction)
Prerequisite: Chair consent

Offers private instruction consisting of a thirty or sixty-minute lesson per week. Participation in a student performance is required at least once each term. First year, first term.

MUS 142 Private Instruction II

1-2 Credit Hours • 7.5-15 Contact Hours (Private Instruction)
Prerequisite: Chair consent

Offers private instruction consisting of a thirty or sixty-minute lesson per week. Participation in a student performance is required at least once each term. First year, second term.

MUS 143 Private Instruction III

1-2 Credit Hours • 7.5-15 Contact Hours (Private Instruction)
Prerequisite: Chair consent

Offers private instruction consisting of a thirty or sixty-minute lesson per week. Participation in a student performance is required at least once each term. First year, third term.

MUS 144 Private Instruction IV

1-2 Credit Hours • 7.5-15 Contact Hours (Private Instruction)
Prerequisite: Chair consent

Offers private instruction consisting of a thirty or sixty-minute lesson per week. Participation in a student performance is required at least once each term. First year, fourth term.

MUS 151 Ensemble I

1 Credit Hour • 37.5 Contact Hours (Studio)

Rehearses and performs various types of musical literature. First year, first term.

MUS 152 Ensemble II

1 Credit Hour • 37.5 Contact Hours (Studio)

Rehearses and performs various types of musical literature. First year, second term.

MUS 153 Ensemble III

1 Credit Hour • 37.5 Contact Hours (Studio)

Rehearses and performs various types of musical literature. First year, third term.

MUS 154 Ensemble IV

1 Credit Hour • 37.5 Contact Hours (Studio)

Rehearses and performs various types of musical literature. First year, fourth term.

MUS 210 Music Theory III

3 Credit Hours • 45 Contact Hours (Lecture)

*Prerequisite: MUS 111**NOTE: MUS 210 must be taken with MUS 212*

Continues study of four-part music, including extended harmonic progressions of ninth, eleventh, and thirteenth chords, extended alteration, non-chord tones, modulation, and compositions.

MUS 211 Music Theory IV

3 Credit Hours • 45 Contact Hours (Lecture)

*Prerequisite: MUS 210**NOTE: MUS 211 must be taken with MUS 213*

Offers a continuation of chromatic harmony, analysis, ear-training, and keyboard harmony. New topics will include Impressionism and 20th century styles of composition.

MUS 212 Advanced Ear Training/Sight-singing I Lab

1 Credit Hour • 37.5 Contact Hours (Studio)

*Prerequisite: follow sequence or faculty consent**NOTE: MUS 210 must be taken with MUS 212*

Presents modulating and chromatic exercises in sight-singing and dictation. Dictation includes four-part writing.

MUS 213 Advanced Ear Training/Sight-singing II Lab

1 Credit Hour • 37.5 Contact Hours (Studio)

*Prerequisite: follow sequence or faculty consent**NOTE: MUS 211 must be taken with MUS 213*

Presents modulating and chromatic exercises in sight-singing and dictation. Dictation includes four-part writing.

MUS 231 Music Class I

2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)

Prerequisite: faculty consent

Applies the fundamentals of music to the voice or specific musical instruments. The course also introduces basic techniques, repertoire, and sight-reading. Second year, first term.

MUS 232 Music Class II

2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)

Prerequisite: faculty consent

Applies the fundamentals of music to the voice or specific musical instruments. The course also introduces basic techniques, repertoire, and sight-reading. Second year, second term.

MUS 233 Music Class III

2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)

Prerequisite: faculty consent

Applies the fundamentals of music to the voice or specific musical instruments. The course also introduces basic techniques, repertoire, and sight-reading. Second year, third term.

MUS 234 Music Class IV

2 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)

Prerequisite: faculty consent

Applies the fundamentals of music to the voice or specific musical instruments. The course also introduces basic techniques, repertoire, and sight-reading. Second year, fourth term.

MUS 241 Private Instruction I

1-2 Credit Hours • 7.5-15 Contact Hours (Private Instruction)

Prerequisite: Chair consent

Offers private instruction consisting of a thirty or sixty-minute lesson per week. Participation in a student performance is required at least once each term. Second year, first term.

MUS 242 Private Instruction II

1-2 Credit Hours • 7.5-15 Contact Hours (Private Instruction)

Prerequisite: Chair consent

Offers private instruction consisting of a thirty or sixty-minute lesson per week. Participation in a student performance is required at least once each term. Second year, second term.

MUS 243 Private Instruction III

1-2 Credit Hours • 7.5-15 Contact Hours (Private Instruction)

Prerequisite: Chair consent

Offers private instruction consisting of a thirty or sixty-minute lesson per week. Participation in a student performance is required at least once each term. Second year, third term.

MUS 244 Private Instruction IV

1-2 Credit Hours • 7.5-15 Contact Hours (Private Instruction)

Prerequisite: Chair consent

Offers private instruction consisting of a thirty or sixty-minute lesson per week. Participation in a student performance is required at least once each term. Second year, fourth term.

MUS 251 Ensemble I

1 Credit Hour • 37.5 Contact Hours (Studio)

Rehearses and performs various types of musical literature. Second year, first term.

MUS 252 Ensemble II

1 Credit Hour • 37.5 Contact Hours (Studio)

Rehearses and performs various types of musical literature. Second year, second term.

MUS 253 Ensemble III

1 Credit Hour • 37.5 Contact Hours (Studio)

Rehearses and performs various types of musical literature. Second year, third term.

MUS 254 Ensemble IV

1 Credit Hour • 37.5 Contact Hours (Studio)

Rehearses and performs various types of musical literature. Second year, fourth term.

Natural Resources

NRE 100 Foundations of Forestry

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Presents the principles of forest science, dendrology, forest fire behavior, and silviculture principles.

NRE 102 Introduction to Natural Resources Management

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Covers an overview of our natural resources, the environmental concerns related to their management, and the agencies in charge of management of natural resources.

NRE 204 Range Management & Restoration

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Covers management of rangelands, important plants, rangeland communities, and restoration practices to restore disturbed ecosystems. Students will learn field measurement techniques of ecosystem components.

NRE 205 Wildlife & Fisheries Management Principles

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: ENG 131

Covers theory, philosophy, and applications for study and management of wildlife and fisheries resources. Field and laboratory methods used in wildlife management also covered.

NRE 211 Environmental Policies & Economics

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 131

Covers interactions, resources, economics and politics; government and environment policy. Evaluation of alternative resource use patterns and land use plans. Discussion and analysis of current environmental issues and the impact of economic growth.

NRE 212 Ecosystem Management

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: BIO 148

Focuses on the larger landscape in order to integrate the human, biological, and physical dimensions of natural resource management. Collaborative management techniques are discussed.

NRE 214 Environmental Issues & Ethics

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on special environmental problems, current issues, or trends. Traditional and environmental philosophies are discussed. Students debate various environmental issues.

NRE 236 Public Relations of Natural Resources

2 Credit Hours • 30 Contact Hours (Lecture)

Provides students with appropriate skills in dealing effectively with customers and co-workers at all levels, including difficult situations. It will teach the skills necessary for working directly or indirectly with the media and give a broad understanding of the importance of customer service and public relations.

NRE 278 Seminar

1-6 Credit Hours • 45 Contact Hours per credit hour (Internship)

Provides students with an experiential learning opportunity.

NRE 280 Internship

3 Credit Hours • 135 Contact Hours (Internship)

Prerequisite: faculty consent

Provides students with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

NRE 289 Capstone

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Prerequisite: faculty consent

Provides a demonstrated culmination of learning within a given program of study.

Nursing

NUR 106 Medical & Surgical Nursing Concepts

9 Credit Hours • 217.5 Contact Hours (52.5 Lecture, 15 Lab, 150 Clinical)

*Prerequisite: Permission of program director. Successful completion of preceding nursing program coursework**Corequisite: BIO 216, NUR 150*

Introduces the student to the role of the nurse in assessing and meeting the medical and surgical nursing needs of adults across the life span in various health care settings. The student learns nursing concepts to assist the patient in achieving optimal functioning. Knowledge from foundational nursing, the sciences, pharmacology, and nutrition along with the continued integration of mental health and cultural concepts provides foundations for nursing care planning for medical and surgical clients.

NUR 109 Fundamentals of Nursing

8 Credit Hours • 210 Contact Hours (30 Lecture, 90 Lab, 90 Clinical Lab)

Prerequisite: Permission of program director. BIO 201, BIO 202, BIO 204, ENG 121, PSY 235

Introduces theories and skills basic to the role of the nurse as provider of care, manager of care and member of the nursing profession. Emphasis is placed on introduction to critical thinking and the nursing process. Students will demonstrate a beginning level of competence in providing therapeutic nursing care for clients with common health alterations across the health continuum.

NUR 112 Basic Concepts of Pharmacology

2 Credit Hours • 30 Contact Hours (Lecture)

*Prerequisite: Permission of program director. Admission to the program**Corequisite: NUR 109*

Utilizes nursing process to introduce the basic concepts of pharmacology related to the actions, therapeutic and adverse effects, interactions of drugs, drug classification, and the basic pharmacology of commonly used medications. Emphasis is placed on therapeutic interventions and client education. Learners will apply knowledge gained in selected clinical settings situations in caring for a diversity of clients across the lifespan health illness continuum.

NUR 150 Obstetric & Pediatric Nursing

7 Credit Hours • 165 Contact Hours (45 Lecture, 30 Lab, 90 Clinical)

*Prerequisite: Permission of program director. NUR 109**Corequisite: BIO 211, NUR 106*

Provides a family centered approach to professional nursing practice of the childbearing family and children across the health continuum. Emphasis is placed on the care of the perinatal client and children from birth through adolescence. The impact of psychosocial and cultural values and practices are explored. Legal and ethical accountability are integrated throughout the course.

NUR 169 Transition into Practical Nursing

5 Credit Hours • 120 Contact Hours (30 Lecture, 90 Clinical)

Prerequisite: Permission of program director. NUR 106, NUR 150

Provides the student with a transition into the role of the practical nurse. Emphasis will be placed on distinguishing the practical nurses defined scope of practice related to clinical practice, communication, nursing process, ethical/legal issues and leadership skills. The student practices in the role of the practical nurse in the associated clinical experience.

NUR 189 Transition from LPN to ADN

4 Credit Hours • 90 Contact Hours (30 Lecture, 60 Lab)

Prerequisite: Permission of program director. Acceptance into LPN/RN program

Focuses on assisting the LPN to transition into a new role as an Associate Degree Nursing Student. Emphasis will be placed on roles and responsibilities of the ADN, nursing process, critical thinking, legal and ethical issues and nursing practice issues related to specialized skills and the care of special populations. The clinical focus will be care of the pediatric and obstetric client.

NUR 201 IV Therapy for LPNs

5 Credit Hours • 105 Contact Hours (45 Lecture, 30 Lab, 30 Clinical)

Provides LPNs with an opportunity to expand their nursing roles by learning appropriate procedures for intravenous therapy and venous blood withdrawal. The course includes lecture, laboratory practice and clinical experiences. The course prepares the student for IV certification under State Board of Nursing Guidelines.

NUR 206 Advanced Concepts of Medical-Surgical Nursing I

8 Credit Hours • 195 Contact Hours (45 Lecture, 15 Lab, 135 Clinical)

Prerequisite: Permission of program director. Successful completion of preceding nursing program course work
Corequisite: NUR 211, NUR 212

Focuses on the role of the registered professional nurse as care provider, teacher, manager, professional, and advocate in meeting the nursing needs of adults across the life span. Utilizing the nursing process, the student is expected to integrate previous learning to assist the patient and family in achieving optimal functioning in various health care settings.

NUR 211 Nursing Care of Psychiatric Clients

4 Credit Hours • 105 Contact Hours (15 Lecture, 30 Lab, 60 Clinical)

Prerequisite: Permission of program director. Successful completion of preceding nursing program course work
Corequisite: NUR 206, NUR 212

Develops concepts of psychosocial integrity and emphasizes the function and responsibility of nursing in promoting and maintaining mental health of individuals and families. This course emphasizes communication and caring through the application of the therapeutic relationship and nursing process in the care and treatment of common clinical conditions/disorders.

NUR 212 Pharmacology II

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: Permission of program director. NUR 106, NUR 150
Corequisite: NUR 206, NUR 211

Builds upon the concepts introduced in NUR 112 Pharmacology I regarding the safe administration of medications to clients across the health continuum. Utilizing the nursing process the student demonstrates understanding of the role of the nurse as provider of care, manager of care, and member of the profession. Emphasis is placed upon the therapeutic use of medications in the nursing care of individuals with complex health needs. The student is introduced to the calculation of complex intravenous drip rates.

NUR 216 Advanced Concepts of Medical-Surgical Nursing II

6 Credit Hours • 150 Contact Hours (30 Lecture, 120 Clinical)

Prerequisite: Permission of program director. Successful completion of preceding nursing program course work
Corequisite: NUR 230 and elective

Continues to focus on the role of the registered professional nurse as care provider, teacher, manager, professional, and advocate in meeting the complex medical and surgical health care needs of adult clients. Utilizing the nursing process, the student is expected to integrate previous learning to assist the client and family in achieving optimal functioning in various complex health care situations and settings.

NUR 230 Leadership, Management Trends

5 Credit Hours • 127.5 Contact Hours (22.5 Lecture, 105 Clinical)

Prerequisite: Permission of program director. NUR 211, NUR 212
Corequisite: NUR 216

Introduces students to current trends in leadership and management concepts affecting the healthcare continuum and the practice of nursing. The student assumes the role of provider, manager of care and member of the discipline at the entry level into professional nursing. There is a practicum for application which may occur across the healthcare continuum, as the student manages groups of clients and health care personnel. The course will facilitate transition from student to the role of the graduate nurse.

NUR 290 RN Refresher Course

5 Credit Hours • 97.5 Contact Hours (30 Lecture, 67.5 Lecture/Lab Combination)

Prerequisite: Permission of program director. Colorado RN License in good standing

Presents material that is designed for all RN's regardless of time absent from nursing practice, to explore avenues of employment. Clinical experience is held in the hospital to refresh and update basic nursing skills. Other opportunities for clinical experience may include home health, long-term, rehabilitation, and hospice.

NUR 291 RN Refresher Course Clinical

3 Credit Hours • 90 Contact Hours (Clinical)

Prerequisite: Permission of program director. Colorado RN License in good standing
Corequisite: NUR 290

Presents material as a co-requisite to NUR 290, the RN didactic portion of the completer program. Students will demonstrate skill attainment gained in NUR 290.

Nursing Assistant

NUA 101 Nurse Aide Health Care Skills

4 Credit Hours • 67.5 Contact Hours (45 Lecture, 22.5 Lecture/Lab Combination)

Prepares the student to perform the fundamental skills of the nurse aide. Basic nursing skills, restorative services, personal care skills, safety, and emergency care issues are covered. Includes knowledge and/or principles of asepsis, OSHA and HIPAA regulations. Ethical behaviors, cultural sensitivity and principles of mental health will be addressed, as well as patient/resident rights.

NUA 105 Home Health Aide Theory

2 Credit Hours • 30 Contact Hours (Lecture)

Introduces the student to the expanding field of Home Health Nursing. The student will discover the uniqueness of Home Health Care and the vital role that the nursing assistant plays as part of the home care team. The student will learn how to assist home care patients with activities of daily living and maintain a safe, clean, and comfortable environment. The student will also learn the differences and challenges of caring for patients in their natural home environment versus institutional settings.

NUA 170 Nurse Aide Clinical Experience

1 Credit Hour • 30 Contact Hours (Clinical)

Grading: SU only

Applies knowledge and skill gained in NUA 101 to patient care.

NUA 171 Advanced Nurse Aide Clinical

1 Credit Hour • 30 Contact Hours (Clinical)

Must have current CPR card, negative TB test or chest X-ray, and current immunizations

Grading: SU only

Prepare the student to move toward more independent functioning within the nurse aide scope of practice, in applying knowledge and skills gained in NUA 101 and NUA 170. The student will learn skills that enhance communication, cultural competency, end of life care, critical thinking and organizational skills.

NUA 180 Home Health Aide Internship

3 Credit Hours • 82.5 Contact Hours (22.5 Lecture/Lab Combination, 60 Clinical)

Prerequisite: Current Colorado nurse aide certification or successful completion of a Colorado nurse aide course

Prepares the nurse aide for entry-level into the home health care setting.

Occupational Safety Technician

OSH 126 30-HR Construction Industry Standards

3 Credit Hours • 45 Contact Hours (Lecture)

Provides a 30-Hour OSHA certification course for the construction industry and participants will review the current OSHA standards contained in 29 CFR 1926. Participants that complete the course will receive a certificate of completion from the United States Department of Labor, Occupational Safety and Health Administration. The course is taught by instructors certified by the Occupational Safety and Health Administration.

Outdoor Studies

OUT 111 Mountain Orientation

2 Credit Hours • 60 Contact Hours (Lab)

Prerequisite: ADG 125 or concurrent enrollment, or LNT Certification

A concentrated field experience in the Colorado mountain environment is provided in this course. Emphasis is on backpacking skills, safety procedures, ecology, geology, geography and group dynamics.

OUT 112 Desert Orientation

2 Credit Hours • 60 Contact Hours (Lab)

Prerequisite: ADG 125 or concurrent enrollment, or LNT Certification

A concentrated field experience in a desert environment is provided in this course. Emphasis is on procedures for group travel and camping, ecology, geography and safety.

OUT 113 Canyon Orientation

2 Credit Hours • 60 Contact Hours (Lab)

Prerequisite: ADG 125 or concurrent enrollment, or LNT Certification

Encounters the environment of the Canyonlands, Colorado Plateau or the Grand Canyon, where students develop proficiency in canyon travel, group camping and will explore the geology, geography and ecology of the canyon country.

OUT 118 River Orientation

2 Credit Hours • 60 Contact Hours (Lab)

Prerequisite: ADG 125 or concurrent enrollment, or LNT Certification

Provides whitewater boat handling and water reading skills through experience on selected rivers. Students will learn river trip planning, river safety procedures, equipment, logistics, camp management, hazard evaluation, the natural history and archeology of river environments and minimum environmental impact on river environments.

OUT 119 Swift Water Rescue Tech I

1 Credit Hour • 30 Contact Hours (Lab)

Prerequisite: ADG 125 or concurrent enrollment, or LNT Certification

Trains and certifies river professionals and recreational users how to handle emergencies and rescue situations on the river. Topics include shallow water crossing, river swims, swimming rescues, shore based rescues, boat handling and boat based rescues, related equipment and communication in a variety of rescue situations.

OUT 120 Orienteering

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Become familiar with backcountry navigation. Wilderness travel potential will be expanded by learning the proper use of maps, compass, and other tools.

OUT 187 Cooperative Education Internship

3 Credit Hours • 135 Contact Hours (Internship)

Prerequisite: Permission of Instructor

Provides students an opportunity to gain practical experience in applying their occupational skills and/or to develop specific skills in a practical work setting. The instructor will work with the student to select an appropriate work site, establish learning objectives and to coordinate learning activities with the employer or work site supervisor.

OUT 204 Expedition Leadership – River

2 Credit Hours • 60 Contact Hours (Lab)

Prerequisite: OUT 118 or permission of instructor

Develops knowledge, techniques, approaches, and methodology for teaching and leading safe river travel. Students will develop teaching and leading skills in all aspects of river travel via rafts, canoes, or kayaks. Emphasis will be on safety and judgment in teaching and leading activities in a river environment.

OUT 205 Expedition Leadership - Winter

2 Credit Hours • 60 Contact Hours (Lab)

Prerequisite: Permission of Instructor

Develops knowledge and techniques focusing on approaches and methodology for teaching and leading safe winter travel expeditions. Topics include selection, use, and care of equipment, safety and liability, permitting agencies, and navigation in winter environments.

OUT 206 Expedition Leadership

2 Credit Hours • 60 Contact Hours (Lab)

Prerequisite: Permission of Instructor

This course develops knowledge, techniques, approaches, and methodology for teaching and leading wilderness travel experiences. Topics include backpacking, navigation, minimum impact camping, selection, use and care of equipment, safety and liability considerations, permitting agencies, and physical and emotional requirements appropriate to wilderness field experiences.

OUT 216 Challenge Course Facilitation

2 Credit Hours • 60 Contact Hours (Lecture/Lab Combination)

Prerequisite: ADG 125 or concurrent enrollment, or LNT Certification

Provides approaches to challenge course management including construction and maintenance of high and low elements, facilitation and group dynamics, risk management and safety, and challenge course philosophies.

OUT 232 Mountaineering

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Develop the knowledge, ability and leadership skills necessary to instruct and safely lead a group on a mountaineering experience.

Paralegal

PAR 114 Computers & the Law

3 Credit Hours • 45 Contact Hours (Lecture)

Provides students with an opportunity to develop computer skills needed in the legal environment, including software applications, spreadsheets, databases, and Internet research.

PAR 115 Introduction to Law

3 Credit Hours • 45 Contact Hours (Lecture)

Provides an understanding of the role of paralegals, issues facing paralegals, the working of the legal system, and ethical questions. Legal terminology and an overview of the substantive areas of law will be discussed.

PAR 116 Torts

3 Credit Hours • 45 Contact Hours (Lecture)

A basic course in tort law, including negligence, intentional torts, and strict liability, with an emphasis on personal injury litigation.

PAR 117 Family Law

3 Credit Hours • 45 Contact Hours (Lecture)

This course covers domestic law, common property, dissolutions, adoptions, legal separation, and other family law issues.

PAR 118 Contracts

3 Credit Hours • 45 Contact Hours (Lecture)

This course covers the basic principles of contract law.

PAR 125 Property Law

3 Credit Hours • 45 Contact Hours (Lecture)

This course covers real estate law, ownership, sale, leasing, financing, and government regulation of land.

PAR 127 Legal Ethics

3 Credit Hours • 45 Contact Hours (Lecture)

Explores the parameters of professional responsibilities and value systems for paralegals and related occupations.

PAR 201 Civil Litigation

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: PAR 115 or faculty consent

Intensive study of the legal process including the Federal and Colorado Rules of Civil Procedure.

PAR 205 Criminal Law

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: PAR 115, PAR 213

Introduces basic concepts of criminal law and criminal procedure, including Colorado statutes and Rules of Procedure.

PAR 206 Business Organizations

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: PAR 115 or faculty consent

Study of the major types of business organizations.

PAR 208 Probate & Estates

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: PAR 115 or faculty consent

The course provides an understanding of the creation and administration of an estate, including wills and trusts, and the probate process.

PAR 211 Legal Research

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: PAR 115 or faculty consent

The course is designed to introduce students to basic legal research tools, including statutes, digests, case law, citators, encyclopedias, dictionaries, and online data bases.

PAR 212 Legal Writing

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 121, PAR 115, PAR 211 or faculty consent

In this course students practice the content and conventions of legal writing.

PAR 213 Legal Research & Writing I

3 Credit Hours • 45 Contact Hours (Lecture)

Provides an introduction to legal research and writing.

PAR 218 Bankruptcy Law

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: PAR 115 or faculty consent

This course covers the federal and state laws and procedures involving bankruptcy.

PAR 287 Cooperative Education

3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Work Experience)

Provides students an opportunity to gain practical experience in applying their occupational skills and/or to develop specific skills in a practical work setting. The instructor will work with students to select an appropriate work site, establish learning objectives, and to coordinate learning activities with the employer or work site supervisor.

PAR 289 Capstone

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: All required courses in certificate and AAS degree program

Emphasizes a synthesis of the information and skills that students learn throughout their paralegal studies.

Pharmacy Technician

PHT 111 Orientation to Pharmacy

3 Credit Hours • 45 Contact Hours (Lecture)

Orients students to the work of pharmacy technicians and the context in which a technician's work is performed. Students learn the concept of pharmaceutical care and the technician's general role in its delivery. The development of new drug products is discussed as well as a variety of issues that touch on attitudes, value and beliefs of success for pharmacy technicians. Students gain an appreciation for the value of obtaining technician certification, and the benefits of technicians' active involvement in local, state, and national pharmacy organizations.

PHT 112 Pharmacy Law

2 Credit Hours • 30 Contact Hours (Lecture)

Introduces the pharmacy technician student to the profound influence that drug laws, standards, and regulations have on practice. Students learn to abide by the laws, regulations and standards that govern the preparation and dispensing of drugs.

PHT 114 Computer Skills for Pharmacy Technicians

1 Credit Hours • 15 Contact Hours (Lecture)

Focuses on the practice of pharmacy and the multiple operations contributing to safe and effective practices of dispensing, distribution, administration and prescribing of pharmaceuticals, medical supplies, equipment and devices. Pharmacy technicians are delegated certain operations and technical functions based upon established policies and procedures. Computers are utilized to contribute to the efficient delivery of these operations. Pharmacy technicians require a basic understanding of computer terminology and applications of the computer and the roles and responsibilities of pharmacist and pharmacy technicians in computer-based systems. Includes integration of an actual pharmacy operation application and allow students hands on technical experience.

PHT 115 Pharmacology of the GI, Renal, Reproductive, Immune, Dermatologic Systems

3 Credit Hours • 45 Contact Hours (Lecture)

Provides the basic concepts of normal body function as well as the diseases which impact the various body systems and the drugs used to treat such diseases. Emphasizes disease state management and drug therapy.

PHT 116 Institutional Pharmacy

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: PHT 111

This course is designed to provide students with a basic understanding of general and specific tasks as well as the responsibilities involved in the practice of pharmacy in an institutional pharmacy setting. While the emphasis will be on in-patient hospital pharmacy practice, other related practice settings (such as Homecare and Nursing Home or Long-Term Care) will be explored. A laboratory experiential component will provide an opportunity for “hands-on” experience in the preparation of intravenous admixtures, aseptic technique, unit-dose distribution, dispensing for greater than 24 hours.

PHT 118 Pharmacology of the Nervous, Endocrine, Musculoskeletal Systems

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: PHT 115

Serves as the second part of the two-part presentation of the basic concepts of normal body function. Reviews the disease states which impact the various body systems and the drugs used to treat such diseases. Emphasizes disease state management and drug therapy.

PHT 119 Community Pharmacy

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: PHT 111

This course is designed to provide students with a basic understanding of both general and specific tasks and responsibilities involved in the practice of pharmacy in a community pharmacy setting. While the emphasis will be on chain and independent community pharmacy practice, other related practice settings (such as consultant pharmacy, mail order pharmacy and nuclear pharmacy) will also be explored. Students will also have an opportunity to obtain “hands on” experience in the important technical duties of dispensing and compounding. The course will utilize a “lecture-informal discussion” format combined with a series of practice skills laboratory sessions.

PHT 170 Pharmacy Clinical: Hospital

4 Credit Hours • 160 Contact Hours (7.5 Lecture, 152.5 Clinical)
Prerequisite: PHT 116, PHT 118, PHT 119, PHT 235

This course is designed to provide students with “hands on” experience in an inpatient hospital pharmacy setting within the State of Colorado. Students must complete all didactic course work prior to enrolling in this course. The course involves a minimum of 160 hours including 8 hours of seminar class time and 152 hours of on-the-job work experience. Each student is required to work under the supervision of a licensed pharmacist (i.e. preceptor) who may, in turn, delegate some supervisory and/or training responsibilities to another licensed pharmacist or certified pharmacy technician. During their work time at their hospital pharmacy site, students are expected to participate in the pharmacy practice activities delineated in the Clinical Site Manual provided each student and each preceptor. Such activities include, but are not limited to, dispensing, compounding, inventory handling and control, drug distribution, and the preparation of intravenous (IV) admixture products, chemotherapy products, and total parenteral nutrition (TPN) products. Students are also expected to complete daily and weekly reports of their work activities and are required to evaluate both their work site and their preceptor at the conclusion of their clinical rotation. Similarly, each preceptor is asked to complete an evaluation of, and provide a grade for, each student at the completion of the student’s rotation. The course instructor is also required to evaluate each student after completing a visit to the student’s work site and discussing the student’s performance with both the student and his/her preceptor.

PHT 171 Pharmacy Clinical: Community

4 Credit Hours • 160 Contact Hours (7.5 Lecture, 152.5 Clinical)
Prerequisite: PHT 116, PHT 118, PHT 119, PHT 235

This course is designed to provide students with “hands on” experience in a community pharmacy setting within the State of Colorado. Students must complete all didactic course work prior to enrolling for this course. The course involves a minimum of 160 hours including 8 hours of seminar class time and 152 hours of on-the-job work experience. Each student is required to work under the supervision of a licensed pharmacist (i.e. preceptor) who may, in turn, delegate some supervisory and/or training responsibilities to another licensed pharmacist or certified pharmacy technician. During their work time at their community pharmacy site, students are expected to participate in the pharmacy practice activities delineated in the Clinical Site manual provided each student and each preceptor. Such activities include, but are not limited to, dispensing, compounding, inventory handling and control, drug distribution, processing of third party claims, maintenance of patient profiles, and interaction and communication with patients. Students are also expected to complete daily and weekly reports of their work activities and are required to evaluate both their work site and their preceptor at the conclusion of their clinical rotation. Similarly, each preceptor is asked to complete an evaluation of, and provide a grade for, each student at the completion of the student’s rotation. The course instructor is also required to evaluate each student after completing a visit to the student’s work site and discussing the student’s performance with both the student and his/her preceptor.

PHT 205 Certification Review

0.5 Credit Hours • 7.5 Contact Hours (Lecture)

This course is developed to prepare the student for the National Pharmacy Technician Certification Examination.

PHT 206 Employment Preparation

0.5 Credit Hours • 7.5 Contact Hours (Lecture)

Preparation for entering the profession will include writing resumes and interviewing.

PHT 235 Pharmaceutical Calculations & Compounding Techniques

4 Credit Hours • 67.5 Contact Hours (45 Lecture, 22.5 Lecture/Lab Combination)

Prerequisite: MAT 103

This course develops the skills necessary for performing calculations in pharmacy practice and the compounding of sterile and non-sterile products. A review of basic mathematical skills is included. The student learns to solve problems involving calculations pertinent to the preparations of pharmaceuticals. These skills are put to practical use in the compounding portion of this course. Preparation of sterile products, parenteral admixtures, TPN solutions and chemotherapeutics, and using proper aseptic techniques are taught. The safe handling of antineoplastics and other hazardous drug products, as well as special drug storage requirements are learned. The importance of accuracy, quality, and infection control is emphasized. Use and maintenance of equipment such as Laminar Flow Hoods, auto-injectors, and pumps are discussed. Accuracy is stressed.

Philosophy

Philosophy courses can be taken in any order.

PHI 111 Introduction to Philosophy: AH3

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Introduces significant human questions and emphasizes understanding the meaning and methods of philosophy. Includes human condition, knowledge, freedom, history, ethics, the future, and religion.

PHI 112 Ethics: AH3

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Examines human life, experience, and thought in order to discover and develop the principles and values for pursuing a more fulfilled existence. Theories designed to justify ethical judgments are applied to a selection of contemporary personal and social issues.

PHI 113 Logic: AH3

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Studies effective thinking using language-oriented logic. Provides tools and develops skills for creative and critical thinking. Emphasizes the development of decision-making and problem-solving.

PHI 114 Comparative Religions: AH3

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

This course introduces students to the similarities and differences among concepts predominant in the major world religions, comparing sociological, philosophical, and phenomenological similarities between major world faiths. It is designed to transfer to any four-year college philosophy, religious studies, or humanities department.

PHI 115 World Religions – West

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Introduces the student to the common and different concepts predominant in the major world religions. Includes sociological, political, psychological, and philosophical aspects of a variety of belief systems. Focuses on the concept of religion as a cultural system, and a way that people make sense of a complex world. Particular emphasis is placed on how myths, legends, and folk tales reveal religious concerns.

PHI 116 World Religions – East

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Emphasizes the diversity and richness of Eastern Religions within a cross-cultural context. Concepts such as fate, reincarnation, enlightenment, and morality are analyzed.

PHI 142 New Testament

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

This course surveys the literature of the early Christian era, from its inception to approximately 150 C.E. The New Testament as well as selected non-canonical writings from the period is examined. The course focuses on the interpretation of these texts in light of the cultural milieu from which they arose. Particular attention is paid to the influence of ancient literary conventions upon the Christian writers of this time.

PHI 201 Social & Political Philosophy

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090, PHI 112

Addresses a single topic among those relevant to social and political philosophy such as political philosophy such as political rights, political freedom, social obligations, or democracy.

PHI 214 Philosophy of Religion: AH3

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Focuses on the critical examination of the fundamental concepts, ideas, and implications of religion. Specific topics will include: the nature of God, the varieties of religious experience, argument concerning God's existence, the Problem of Evil, faith and reason, religion and human destiny, and the connection between religion and ethics.

PHI 250 Eastern Wisdom

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Covers fundamental theories of Indian, Chinese, Japanese, and Muslim metaphysics, epistemology, ethics, and aesthetics, focusing on the development of Hinduism, Buddhism, Confucianism, Taoism, Shintoism, as well as Islam's development in the East.

Photography

PHO 105 Photo & Computer Orientation

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

This course will orient the Professional Photography student with lab operations and procedures of computer labs and networks. Instruction of the numerous applications included with Mac OS-X including Safari, iTunes, iPhoto, iDVD, iMovie, disc burner, Adobe Acrobat Reader, word processing and spreadsheet applications will be covered.

PHO 226 Digital Workflow Management

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: ART 138 or ART 244

Teaches computer aided photography and darkroom techniques. The emphasis of this course is image-editing software, which can be used to color correct, retouch and composite photographic images. Other topics include image acquisition, storage, file management, special effects, hard copy and web based image output.

PHO 232 Professional Portraiture

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: ART 251

This course instructs the student in technical and aesthetic aspects of studio and location portrait photography. Studio lighting techniques including lighting ratios, lighting styles, location lighting, fill flash, light modifiers for portraiture, metering, composition, equipment and posing. Career paths in the field of portraiture such as weddings, environment and studio portraits, and school portraits will be covered.

PHO 234 View Camera/Lighting Technique

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: ART 138 or ART 244 or PHO 101

Instruction in the use of the 4x5 inch large format camera and the use of studio lighting for product photography is the focus of this course. Product photography is one area where film is still used frequently. The large format camera is also the base for many of the highest quality digital captures. Topics include types of large format cameras, loading film, the use of the tilts, swings and shifts of the view camera for depth of field and perspective control, special lighting techniques, light modifiers, bellows factors and the specific methods of lighting different objects and surfaces.

PHO 235 Architectural Photography

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ART 138 or ART 244 or PHO 101

Covers the more advanced aspects of commercial/ architectural photography. Students will explore photographing subjects ranging from products to buildings with an emphasis on meeting the design demands of commercial clients, stock agencies and publishers. Various film types, formats and print reproduction aspects will be explored in depth.

PHO 236 Product Photography

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: PHO 234

This course is a continuation of View Camera and Lighting Techniques, emphasizing studio product illustration using color transparency film and digital capture. Advance techniques in lighting and further development of proficiency with the view camera and advanced aspects of commercial illustration photography. The focus is on design requirements, exploration of various subject matter and printing reproduction requirements.

PHO 260 Events & Wedding Photography

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)
Prerequisite: ART 251

Presents skills for the intermediate/advanced photo student interested in learning the professional techniques associated with events (venue) and wedding photography. There will be an emphasis on advanced camera and flash techniques, candid, formal and ceremonial photography. Business and planning aspects will also be covered. Topics covered will include Weddings, Barmitzvah/ Basmitzvah, Music Concerts, Sporting Events, Graduations and similar occasions. Students will gain hands-on knowledge and learn practical shooting skills.

Physical Education

PED 102 Volleyball

1 Credit Hour • 30 Contact Hours (PED)

This course is designed to introduce and improve student skill level in volleyball. The primary emphasis is on teaching the student the elements of volleyball: rules, offensive and defensive play, passing, serving, setting, attacking, team play and game strategies.

PED 105 Basketball

1 Credit Hour • 30 Contact Hours (PED)

This course is designed to introduce and improve student skill level in basketball. The primary emphasis will be on teaching the student the elements of basketball rules, offensive and defensive footwork, shooting, passing, dribbling, rebounding, team play, and game strategies.

PED 106 Tennis

1 Credit Hour • 30 Contact Hours (PED)

This course is designed to introduce and improve the skill level in tennis. The primary emphasis is teaching students the elements of tennis: rules of the game, ground strokes, serving, the various shots, and singles and doubles play and strategies.

PED 108 Beginning Swimming

1 Credit Hour • 30 Contact Hours (PED)

Teaches the fundamentals of swimming including the front crawl, elementary backstroke, back crawl, and the fundamentals of treading water. Students may also be introduced to the breaststroke and sidestroke and the basics of turning at a wall. This course is for the non-swimmer or novice swimmer looking to improve aquatic skills.

PED 109 Advanced Swimming

1 Credit Hour • 30 Contact Hours (PED)
Prerequisite: PED 108 or faculty consent

Builds on PED 108 and enables the student to coordinate and refine the major swimming strokes. Examines the butterfly stroke, open turns and surface dives. Students develop endurance swimming using the primary swimming strokes.

PED 110 Fitness Center Activity I

1 Credit Hour • 30 Contact Hours (PED)

This course is designed for individuals interested in improving total fitness via an aerobic circuit training program. The course will include an individual fitness evaluation, computerized analysis of results, and a prescribed exercise program. All of the basic components of fitness including flexibility, muscular strength, muscular endurance, cardiovascular fitness, and body composition will be addressed. Weight machines, stationary bicycles, and computerized cardiovascular equipment will be used to elicit improvements in fitness.

PED 111 Fitness Center Activity II

1 Credit Hour • 30 Contact Hours (PED)
Prerequisite: PED 110

This is an advanced course designed for individuals interested in reaching a higher level of total fitness via an aerobic circuit training program. The course will include an individual fitness evaluation, computerized analysis of results, and a prescribed exercise program. All of the basic components of fitness including flexibility, muscular strength, muscular endurance, cardiovascular fitness, and body composition will be addressed. Weight machines, stationary bicycles, and computerized cardiovascular equipment will be used to elicit improvements in fitness.

PED 113 Fitness Concepts

1 Credit Hour • 30 Contact Hours (PED)

Focuses on providing information and guidelines for moving toward a healthier lifestyle. Includes classroom instruction, an individual fitness evaluation, computerized analysis of results, and a prescribed exercise program utilizing the equipment and exercise options available in the Fitness Center.

PED 114 Walking & Jogging

1 Credit Hour • 30 Contact Hours (PED)

This course is designed to help students understand the values in walking and jogging. Safety precautions and emphasis on personal programs will be emphasized.

PED 115 Body Sculpting & Toning

1 Credit Hour • 30 Contact Hours (PED)

This course is designed to introduce exercise techniques to improve overall physical fitness. The primary emphasis is the interaction between cardiovascular conditioning, muscular strength and endurance, flexibility, and program design that are integrated into an aerobic format. Emphasis is placed upon blending together different combinations and sequences of exercises while conditioning the entire body. Students exercise using various types of resistance equipment.

PED 116 Weight Training

1 Credit Hour • 30 Contact Hours (PED)

This course offers basic instruction and practice in weight training. Students utilize weight training equipment in accordance to their abilities and goals. Emphasis is placed upon weight training equipment orientation, correct lifting techniques, and basic program design for men and women.

PED 121 Step Aerobics

1 Credit Hour • 30 Contact Hours (PED)

This course is designed to introduce basic step aerobics, exercise techniques, and improve physical fitness. The primary emphasis is to gain an understanding of the basic principles of step aerobics including the effects upon the cardio-respiratory system and skeletal muscles, various step patterns, and choreography.

PED 124 Mountain Biking

1 Credit Hour • 30 Contact Hours (PED)

Introduces basic mountain biking skills and techniques. The primary emphasis is to gain an understanding of the basic principles of mountain biking. Students develop skills and techniques for all riding situations, review bicycle anatomy, and basic maintenance and repairs.

PED 127 Introduction to Flyfishing

1 Credit Hour • 30 Contact Hours (PED)

Enables the student to gain the knowledge and skill of the fine art of flyfishing including the selection and use of appropriate equipment, fly-casting techniques, flyfishing entomology, and guiding techniques. Includes several field trips to local flyfishing areas.

PED 129 Scuba Diving

1 Credit Hour • 30 Contact Hours (PED)

Provides basic instruction in scuba diving. Focuses on the knowledge and skills related to swimming and snorkeling, diving equipment, communications, the environment, safety, dive tables, and other pertinent information a student needs for safe scuba diving. This course prepares the student for open-water (PADI) certification.

PED 131 Nordic Skiing

1 Credit Hour • 30 Contact Hours (PED)

Provides the student with the fundamental skills of Nordic skiing. Emphasizes skiing technique, conditioning, safety, and equipment. The course incorporates classroom and activity sessions. Conditioning in the fitness center and trips to local ski areas are covered.

PED 132 Snowshoeing

1 Credit Hour • 30 Contact Hours (PED)

Emphasizes the basic skills, equipment, clothing and techniques of snowshoeing. It includes the objective dangers involved with winter recreation.

PED 133 Beginning Snowboarding

1 Credit Hour • 30 Contact Hours (PED)

Serves as a basic snowboarding course designed for those who have had little or no prior snowboarding experience. Incorporates a combination of on the snow classes at an established ski area and classroom instruction at the college. For purposes of instruction, students are assigned to small groups based on their snowboarding ability. Snow instruction is taught by certified ski instructors.

PED 134 Advanced Snowboarding

1 Credit Hour • 30 Contact Hours (PED)

Prerequisite: PED 133 or faculty consent

Introduces advanced snowboarding designed for those with prior snowboarding experience and can link skidded turns with good speed and control on green and blue terrain. Covers a combination of on the snow classes at an established ski area and classroom instruction at the college. Students are assigned to small groups based on their present snowboarding ability. Snow instruction is taught by certified ski instructors.

PED 138 Introduction to Winter Sports

1 Credit Hour • 30 Contact Hours (PED)

This course provides an overview of at least two of the following winter sports: alpine skiing, snowboarding, ice skating, telemark skiing, Nordic skiing, snowshoeing, or skate skiing. The primary emphasis is on gaining the knowledge and techniques necessary for winter sports on beginner to intermediate groomed or backcountry terrain. Multiple field trips to ski areas or other outdoor venues are required.

PED 139 Beginning Telemark Skiing

1 Credit Hour • 30 Contact Hours (PED)

Provides instruction in the basic techniques of the telemark turn on gentle terrain using cross country skis.

PED 141 Beginning Alpine Skiing

1 Credit Hour • 30 Contact Hours (PED)

Presents a basic Alpine skiing course designed for those who have had little or no prior downhill skiing experience. The course will consist of a combination of on the snow classes at an established ski area and classroom instruction at the college. For purposes of instruction, students will be assigned to small groups based on their present skiing ability. All on snow instruction will be by certified ski instructors employed by the ski area.

PED 143 Tai Chi I

1 Credit Hour • 30 Contact Hours (PED)

This course is designed to introduce Tai Chi as an expression of understanding of self-control, exercise, and self-defense. The primary emphasis is to gain an understanding of the history (origins and changes) of Tai Chi, the movements and their names, application of movements and terminology.

PED 144 Tai Chi II

1 Credit Hour • 30 Contact Hours (PED)

This course will emphasize the instruction of Tai-Chi from a practical and scientific approach with illustrations of applications for each of the movements in daily life. Cardiovascular training, strength and flexibility training, balance and coordination will be integral parts of the Tai-Chi training. In addition psychosocial skills such as meditation, relaxation, and self-efficacy will be addressed.

PED 145 Pilates Matwork I

1 Credit Hour • 30 Contact Hours (PED)

Focuses on Pilates matwork to increase core strength, overall muscles tone and flexibility with focused and precise floor work techniques. A physical education class built upon the philosophies and exercises of Josef Pilates.

PED 146 Martial Arts

1 Credit Hour • 30 Contact Hours (PED)

This course is designed to introduce basic martial arts techniques and forms designed to improve the physical and mental capacity of an individual. The primary emphasis is to gain an understanding of the basic philosophies and concepts around the martial arts; the approach to ethics; and to provide a clear-cut guide for developing a powerful sense of character and will.

PED 147 Yoga

1 Credit Hour • 30 Contact Hours (PED)

This course offers guided instruction in yoga. Students practice yoga according to their individual fitness levels and abilities. Emphasis is placed on enhancing general health and well-being through the performance of yoga strength, flexibility, balance, and relaxation techniques and exercises.

PED 148 Yoga II

1 Credit Hour • 30 Contact Hours (PED)

Prerequisite: PED 147 or faculty consent

Concepts of basic yoga are carried into additional areas. Increases awareness of yoga and its physical and mental benefits.

PED 150 Rock Climbing I

2 Credit Hours • 60 Contact Hours (PED)

Introduces basic rock climbing, improving dexterity, problem solving skills and the physical work capacity of an individual. Enables the student to gain an understanding of the general principles of climbing; how equipment works and how it is used; basic climbing skills and techniques; safety and climbing etiquette and terminology.

PED 151 Rock Climbing II

2 Credit Hours • 60 Contact Hours (PED)

Introduces lead climbing skills and techniques, problem solving skills and physical fitness. Emphasizes the general principles of lead climbing; proper usage of climbing equipment; development of lead climbing skills and techniques; climbing ethics and safety; and terminology.

PED 152 Beginning Ice Climbing

1 Credit Hour • 30 Contact Hours (PED)

Introduces technical (roped) ice climbing, including equipment selection and safety, knots, belaying and climbing, rappelling and climbing safety.

PED 153 Hiking

1 Credit Hour • 30 Contact Hours (PED)

This course is designed to provide skills related to hiking and wilderness travel. This course emphasizes hiking skills, proper conditioning, route finding, equipment, and hiking hazards and ethics. The course involves conditioning in the fitness center and weekend hikes.

PED 154 Backpacking

2 Credit Hours • 60 Contact Hours (PED)

Provides skills related to wilderness travel and outdoor adventure. Emphasizes knowledge of backpacking skills, survival techniques, proper physical conditioning, route finding, equipment selection, and an understanding and respect for the environment. The course incorporates lecture and discussion sessions followed by a weekend trip in the mountains.

PED 155 Outdoor Expedition

3 Credit Hours • 90 Contact Hours (PED)

Consists of a group expedition covering seven to ten days incorporating hiking, backpacking, climbing or paddling in remote North America regions. Examines the rationale for organizing and conducting wilderness trips.

PED 157 Basic Mountaineering

3 Credit Hours • 90 Contact Hours (PED)

Provides students with a combination of skills and practical experience in the fundamentals of mountaineering. Emphasizes basic climbing skills and techniques, equipment usage, safety systems, mountain travel and awareness, problem solving and decision-making, high altitude climate and weather, wilderness ethics, and physical fitness.

PED 159 Colorado Fourteeners

2 Credit Hours • 60 Contact Hours (PED)

Presents an historical look into the naming and climbing of Colorado's 14,000 foot peaks. Includes information on the current routes to ascend the peaks.

PED 161 Beginning Kayaking

1 Credit Hour • 30 Contact Hours (PED)

Provides basic kayak and water reading skills. The students will learn boating safety, hazard evaluation, terminology, whitewater river reading skills, paddling strokes, bracing techniques, peel out and eddy turns, and rescue and self rescue techniques including wet exits, Eskimo rescues and introduction to and practice of the Eskimo roll.

PED 165 Wilderness Survival Skills

3 Credit Hours • 75 Contact Hours (15 Lecture, 60 Lab)

This course emphasizes the physiological, psychological and practical principles of survival. Survival equipment, wilderness improvising techniques, and wilderness dangers are included.

PED 166 Winter Wilderness Survival Skills

2 Credit Hours • 60 Contact Hours (PED)

Emphasizes winter survival techniques in the nival environment at or near timberline. Focuses on winter ecology, basic snow science, and avalanche safety and rescue in a backcountry setting. This course includes field days and an overnight in a snow cave.

PED 167 Basic Search & Rescue

3 Credit Hours • 90 Contact Hours (PED)

Covers the basic fundamentals required for search and rescue in a wilderness environment. Includes tracking techniques and field trips.

PED 206 Ski Conditioning

1 Credit Hour • 30 Contact Hours (PED)

Individual conditioning program that builds both aerobic and muscle strength and promotes flexibility for the student planning to participate in either alpine or Nordic skiing.

PED 210 Fitness Center Activity III

1 Credit Hour • 30 Contact Hours (PED)

Prerequisite: PED 111

This is an advanced exercise course designed for individuals interested in attaining a high level of total fitness. The course will include an individual fitness evaluation, computerized analysis of results, and a prescribed exercise program. All of the basic components of fitness including flexibility, muscular strength, muscular endurance, cardiovascular fitness, and body composition will be addressed. The primary mode of training will be Aerobic Circuit Training. The circuit training will be supplemented with additional work on the specialized weight machines, dumbbells, treadmills, rowers, stair climbers, cross trainers, Nordic track, versa climbers, and running track available in the Fitness Center.

PED 211 Fitness Center Activity IV

1 Credit Hour • 30 Contact Hours (PED)

Prerequisite: PED 210

This is an advanced course designed for individuals interested in attaining a high level of total fitness. The course will include an individual fitness evaluation, computerized analysis of results, and a prescribed exercise program. All of the basic components of fitness including flexibility, muscular strength, muscular endurance, cardiovascular fitness, and body composition will be addressed. The primary mode of training will be Aerobic Circuit Training. The circuit training will be supplemented with additional work on the specialized weight machines, dumbbells, treadmills, rowers, stair climbers, cross trainers, Nordic track, versa climbers, and running track found in the Fitness Center.

PED 224 Alpine Snow Climbing

2 Credit Hours • 60 Contact Hours (PED)

Pending State Approval

Introduces Alpine Snow climbing skills and techniques, equipment use and safety, technical roped climbing, knots and belaying, mountaineering ethics and terminology.

PED 227 Advanced Fly-Fishing

1 Credit Hour • 30 Contact Hours (PED)

Prerequisite: PED 127

Introduces students to the higher level skill set required for a successful fly fishing guided experience. Topics will include lake and river dynamics and finding the fish, fly tying, as well as the effects of weather on fishing experiences will be discussed. Various methods of getting the client to the fish will be discussed including wading and floating moving water as well as a variety of both hard and inflatable boats. Emphasis will be placed on the presentation of the fly, successfully striking the fish, and catch and release techniques. Other topics directly related to the business of fly fishing such as risk management, etiquette, permitting and type of related careers will be discussed.

PED 237 Paddle Sports

2 Credit Hours • 60 Contact Hours (PED)

Focuses on the methods and skills of conducting and leading safe lake and river trips in various types of watercraft such as canoes, kayaks, or inflatable boats. Students will learn modern river paddling techniques, trip planning and organization, basic river rescue and safety skills, federal and local permit systems, and minimal impact camping and boating techniques for a river corridor. This course includes a multi-day river expedition.

PED 245 Intermediate Pilates, Matwork II

1 Credit Hour • 30 Contact Hours (PED)

Prerequisite: PED 145

Builds upon the philosophies and exercises of Joseph Pilates. Pilates Matwork is a prerequisite, as this course builds upon the basic techniques learned therein. Core strength, flexibility, overall muscle tone and balance are the goals of the matwork.

PED 252 Ice Climbing II

Pending State Approval

2 Credit Hour • 60 Contact Hours (PED)

Introduces lead climbing skills on ice, mixed climbing (combined rock and ice) techniques, problem solving skills and physical fitness. Emphasizes the general principles of lead climbing; proper usage of ice climbing equipment; development of lead climbing skills and techniques: climbing ethics and safety; and terminology.

PED 255 Outdoor Expedition II

Pending State Approval

3 Credit Hours • 90 Contact Hours (PED)

Provides students with a multi-day outdoor field experience that will help prepare them for leading trips of that length specifically in desert regions. Needs instructor approval.

PED 256 Outdoor Expedition III

Pending State Approval

3 Credit Hours • 90 Contact Hours (PED)

Students participate in a multi-day outdoor field experience that will help prepare them for leading trips of that length specifically in remote river environments in Colorado.

Physical Education & Recreation

PER 128 Introduction to Recreation

2 Credit Hours • 30 Contact Hours (Lecture)

Studies the history, principles, philosophy, and contemporary problems and trends of recreation and their influence upon today's American society.

PER 151 Lifeguard Training

2 Credit Hours • 60 Contact Hours (Lab)

Prerequisite: PED 109 or faculty consent

Provides the necessary minimum knowledge and skills training for a person to qualify as a non-surf lifeguard. Prepares lifeguard candidates to recognize emergencies, respond quickly and effectively to emergencies and prevent drowning and other incidents. The course also teaches other skills in individual needs to be a professional lifeguard.

PER 152 Avalanche Safety

1 Credit Hour • 30 Contact Hours (Lab)

Emphasizes the latest information available about the study of avalanches, snow science, rescue equipment, and rescue techniques. Provides students with the knowledge and skills necessary to help instill good judgment and sound skills when making day-to-day travel decisions in the winter environment. This course fulfills the National Ski Patrol's Basic (Level 1) Avalanche course requirements.

PER 153 Whitewater Rafting Guide

2 Credit Hours • 60 Contact Hours (Lab)

Meets the requirements of Colorado Statute 33-32-105.5 which provides for the minimum qualifications of professional whitewater rafting guides. The classroom portion includes a review of the logistics, equipment, clothing, safety considerations, risk management, outdoor ethics, river reading fundamentals, and leadership skills. The remainder of the course will be spent with a licensed outfitter practicing all related and required skills while on the river.

PER 154 Avalanche Safety Level II

2 Credit Hours • 60 Contact Hours (Lab)

Prerequisite: PER 152 or faculty consent

Enhances students understanding of snow and avalanche phenomena, hazard evaluation, rescue, avalanche forecasting and avalanche hazard mitigation. Students will receive a certificate of completion stating that the course was taught following the guidelines of the American Avalanche Association.

PER 160 Wilderness Ethics

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Emphasizes the motivation, aesthetics, and ethics of wilderness. Examines viewpoints from Native American, Western, historic, and modern environmental writers.

PER 161 Backcountry Cooking

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Focuses on menu planning, nutritional requirements for wilderness camping, and meal preparations. Includes cooking a backcountry meal.

PER 168 Outdoor Equipment & Facilities

1 Credit Hour • 15 Contact Hours (Lecture)

Acquaints and familiarizes the student with wilderness equipment, programs and facilities. Includes field trips to local outdoor industry facilities.

PER 200 Outdoor Recreation Programming

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Provides effective planning, staffing, and budgeting for the outdoor experience for the maximum opportunity for a successful program. Issues of marketing and promotion, agency coordination, risk management, environmental impact, logistics and the customer needs and expectations are addressed.

PER 252 Principles of Outdoor Recreation

3 Credit Hours • 60 Contact Hours (30 Lecture, 30 Lab)

Includes lecture and practical outdoor experience relating to problems and trends in outdoor recreation.

PER 253 Outdoor Leadership

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Prerequisite: ADG 125 or concurrent enrollment, or LNT Certification

Introduces the development, acquisition, and application of outdoor leadership skills and knowledge. Focuses on the latest information philosophy, and techniques necessary to safely conduct outdoor programs and expeditions as an outdoor leader. Skills are applied under actual field conditions. Emphasizes minimal impact camping, wilderness ecology, judgment and decision making, group dynamics and trip logistics. These skills enhance effectiveness as an outdoor leader.

PER 256 Mountaineering Teaching Concepts

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: ADG 125 or concurrent enrollment, or LNT Certification

Covers planning and methods required to teach mountaineering skills. Enables the student to lecture and conduct field trips.

Physics

PHY 101 Basic Physics

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: ENG 090, MAT 090

This course teaches basic understanding of the laws of physics. Emphasis is on critical thinking skills which allow the student to apply the laws to a wide variety of fields. Applications are illustrated by demonstrations and simple hands-on exercises which involve careful observation, measurement, analysis, and interpretation of phenomena, allowing the student to draw conclusions based on the laws of physics. In addition, the student learns problem solving techniques in which the basic laws are applied in simple, logical or mathematical ways. A variety of media such as strobe photography, diagrams, graphs, and films are used to reinforce understanding of the basic laws and their applications.

PHY 111 Physics: Algebra-Based I with Lab: SC1

5 Credit Hours • 105 Contact Hours (60 Lecture, 45 Lab)

Prerequisite: MAT 121

Enables the student to explore the truth about physical reality through reasoning, mathematics, and experimentation. Examines kinematics, force, circular motion, energy, momentum, torque, rotational dynamics, simple harmonic motion, temperature, heat, and thermodynamics. The concepts and theories presented in class are explored through the demonstrations and the hands-on experiments. This is a general physics course that is recommended for all of the health sciences and all other interested students. Students entering engineering or one of the advanced sciences should register for PHY 211.

PHY 112 Physics: Algebra-Based II with Lab: SC1

5 Credit Hours • 105 Contact Hours (60 Lecture, 45 Lab)

Prerequisite: PHY 111

Expands upon PHY 111. Some of the topics covered in this class include sound waves, electric fields, electric circuits, magnetic fields, optics, and modern physics. The concepts and theories presented in class are explored through the demonstrations and hands-on experiments.

PHY 211 Physics: Calculus-Based I with Lab: SC1

5 Credit Hours • 105 Contact Hours (60 Lecture, 45 Lab)

Prerequisite: MAT 201

Physics is the most fundamental of all sciences. The goal of physics is to determine the truth about our physical reality through reasoning, mathematics and experimentation. Some of the topics covered in this class include: kinematics, force, gravity, energy, momentum, torque, rotational dynamics, fluids, and waves. The concepts and theories presented in class are explored through the demonstrations and the hands-on experiments. This first semester calculus-based physics course is recommended for students entering engineering or one of the advanced sciences.

PHY 212 Physics: Calculus-Based II with Lab: SC1

5 Credit Hours • 105 Contact Hours (60 Lecture, 45 Lab)

Prerequisite: PHY 211

This is the continuation of the PHY 211 course. Some of the topics covered in this class include: thermodynamics, electric fields, electric circuits, magnetic fields, light and optics, and modern physics. The concepts and theories presented in class are explored through demonstrations and hands-on experiments.

Political Science

POS 105 Introduction to Political Science: SS1

3 Credit Hours • 45 Contact Hours (Lecture)

Survey of the discipline of political science, including political philosophy and ideology, democratic and non-democratic governments and processes, and international relations.

POS 111 American Government: SS1

3 Credit Hours • 45 Contact Hours (Lecture)

Includes the background of the U.S. Constitution; the philosophy of American government; general principles of the Constitution; federalism; civil liberties; public opinion and citizen participation; political parties, interest groups, and the electoral process; and the structure and functions of the national government.

POS 125 American State & Local Government

3 Credit Hours • 45 Contact Hours (Lecture)

This course is a study of the structure and function of state, county, and municipal governments including their relations with each other and with national government. Colorado government and politics are emphasized.

POS 205 International Relations: SS1

3 Credit Hours • 45 Contact Hours (Lecture)

This course examines relationships among modern nation states. Topics include diplomacy, nationalism, ideologies, power and influence, conflict and cooperation, the role of non state actors, the international economy, and theoretical attempts to understand international behavior.

POS 215 Current Political Issues

3 Credit Hours • 45 Contact Hours (Lecture)

This course is an in-depth analysis of critical issues in political science. Topics will be determined each term.

POS 225 Comparative Government: SS1

3 Credit Hours • 45 Contact Hours (Lecture)

This course is a comparison of the basic features of selected developed and developing countries. Topics include ideologies, political parties, interest groups, and governmental institutions.

POS 288 Practicum

1-6 Credit Hours • 45 Contact Hours per credit hour (Practicum)
Provides students with the opportunity to supplement coursework with practical work experience related to their educational program. Students work under the immediate supervision of experienced personnel at the business location and with the direct guidance of the instructor.

Psychology

PSY 100 Psychology of Workplace Relationships

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 060

This course focuses on interactions among people – their conflicts, cooperative efforts, and group relationships. It will examine why beliefs, attitudes, and behaviors cause relationship problems in our personal lives and in work-related situations. It will emphasize the analysis of human behavior, the application of prevention strategies, and resolution of the behavior.

PSY 101 General Psychology I: SS3

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090

Focuses on the scientific study of behavior including motivation, emotion, physiological psychology, stress and coping, research methods, consciousness, sensation, perception, learning, and memory.

PSY 102 General Psychology II: SS3

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090

Focuses on the scientific study of behavior including cognition, language, intelligence, psychological assessment, personality, abnormal psychology, therapy, life span development, and social psychology.

PSY 106 Human Relations

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090

This course emphasizes the development and practice of effective interpersonal skills on and off the job.

PSY 112 Psychology of Adjustment

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 090

This course emphasizes personal growth and the development of interpersonal skills. Focus is on the practical application of psychological principles and theories in achieving self-understanding and personal growth.

PSY 205 Psychology of Gender: SS3

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher)

Examines gender comparisons in work, courtship, family life, and sexual behavior throughout the life span.

PSY 217 Human Sexuality: SS3

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher), and PSY 101 (Grade of C or higher) or PSY 102 (Grade of C or higher)

This course is a survey of physiological, psychological, and psychosocial aspects of human sexuality. Topics include relationships, sexual identity, and sexual health.

PSY 226 Social Psychology: SS3

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher) and PSY 101 (Grade of C or higher), or PSY 102 (Grade of C or higher)

Focuses on the behavior of humans in social settings, including attitudes, aggression, conformity, cooperation and competition, prejudice, and interpersonal attraction.

PSY 227 The Psychology of Death & Dying: SS3

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher), and PSY 101 (Grade of C or higher) or PSY 102 (Grade of C or higher)

Examines the philosophies of life and death, emphasizing dying, death, mourning, and the consideration of one's own death.

PSY 235 Human Growth & Development: SS3

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121, and PSY 101 or PSY 102

This course is a survey of human development from conception through death emphasizing physical, cognitive, emotional, and psychosocial factors.

PSY 238 Child Development: SS3

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121, and PSY 101 or PSY 102

Focuses on the growth and development of the individual, from conception through childhood, emphasizing physical, cognitive, emotional, and psychosocial factors.

PSY 245 Educational Psychology

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121, and PSY 101 or PSY 102

Focuses on the relationships among theory, research, and practice in the areas of learning, child development, motivation, and educational assessment.

PSY 247 Child Abuse & Neglect

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher), and PSY 101 (Grade of C or higher), or PSY 102 (Grade of C or higher)

This course examines the causes and effects of physical, sexual, and psychological abuse and neglect. Intervention and prevention strategies are emphasized.

PSY 249 Abnormal Psychology: SS3

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121, and PSY 101 or PSY 102

Examines abnormal behavior and its classification, causes, treatment, and prevention.

PSY 265 Psychology of Personality

3 Credit Hours • 45 Contact Hours (Lecture)
Prerequisite: ENG 121 (Grade of C or higher), and PSY 101 (Grade of C or higher), or PSY 102 (Grade of C or higher)

Examines the structure, function, and development of personality. Investigates the major contemporary theories of personality. Covers psychodynamic, behavioral, cognitive-social learning, humanistic, trait, and, optionally, neurobiological, existential, and/or Eastern perspectives. The underlying assumptions and research support for these theories are appraised. Enables the student to gain an appreciation of the value of alternative theoretical approaches to this study of psychology.

Public Security Management

PSM 130 Homeland Security Law

3 Credit Hours • 45 Contact Hours (Lecture)

Provides a comprehensive overview for business, industry, and government as well as those faced with the new legal and security issues raised by new public laws, the new regulatory framework, and a new Department of Homeland Security. A complete overview of homeland security laws and regulations; Emerging public safety requirements and policies; Current and evolving programs to protect water, food and air supplies; Latest security challenges in air transportation, vessel and port operations, and chemical handling and storage; Privacy rights-finding the right balance with security concerns; Human resource issues-hiring, firing, monitoring, providing a safe workplace, and Department of Homeland Security: organizational structure and management priorities; Developing the most effective and compliant security plans.

PSM 132 Homeland Defense: Forecasting Terrorism

3 Credit Hours • 45 Contact Hours (Lecture)

Examines the variety of new indicators, warning methodologies, and analytical tools available to analysts; review of the extensive academic, governmental, and policy literature on terrorism forecasting that has been developed to assess and forecast terrorism in its numerous dimensions. Students will comprehend the various analytical capabilities of the types of terrorist threats that are most likely to confront the USA and its allies in the near future, and predict how to develop proactive defenses for the long term protection of our society.

PSM 133 Homeland Security: Chemical & Biological Defense

3 Credit Hours • 45 Contact Hours (Lecture)

Provides an overview of the radiological, chemical, biochemical, and biological threat to Homeland Security. Analysis of the agents and means of dissemination or attack that an adversary nation, group or terrorist cell may employ to deliver these agents; review the current and projected means, techniques, and procedures for defense against such agents; review of theory and practices in chemical and biological threats to develop proactive defensive postures to defeat these threats.

PSM 135 Critical Infrastructure Protection

1 Credit Hour • 15 Contact Hours (Lecture)

Explores the facets of Critical Infrastructure protection. Provides the student with an interactive forum to develop protection strategies.

PSM 136 Hospital Emergency Response Training (HERT) for Weapons of Mass Destruction (WMD)

3 Credit Hours • 45 Contact Hours (Lecture)

Provides Hospital Emergency Response Training (HERT) for Weapons of Mass Destruction (WMD). This course is designed to provide guidance to hospitals, EMS, health care facilities and citizens who may become involved in a mass casualty incident as a result of a hazardous materials incident (HMI) or weapons of mass destruction (WMD) event. The HERT/WMD introduces the hospital incident management system (HIMS), addresses chemical protective clothing and equipment (CPC&E) requirements, and presents guidance for hospital emergency response team (HERT) design, development and training. This course prepares HERT to conduct safe and effective emergency response during mass casualty incidents (MCI).

PSM 137 Introduction to Mitigation

3 Credit Hours • 45 Contact Hours (Lecture)

Provides students with information and skills necessary to sustain actions to reduce or eliminate long-term risk to people and property from hazards and their effects.

PSM 200 National Incident Management System/ Interagency Operations

3 Credit Hours • 45 Contact Hours (Lecture)

Explores several components that work together as a system to provide a national framework for preparing for, preventing, responding to, and recovering from domestic incidents. These components include command and management, preparedness, resource management, communications and information management, supporting technologies, and ongoing management and maintenance.

Radio & Television

RTV 100 Introduction to Telecommunications

2 Credit Hours • 30 Contact Hours (Lecture)

Focuses on the study of market demands involving national, local, and international uses of telecommunications.

RTV 101 Radio Programming & Production I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

NOTE: RTV 101 must be taken with RTV 106

Focuses on radio programming, formats and audience rating surveys, basic and sophisticated communications systems, history of broadcasting, broadcasting and production equipment, and program broadcast systems and propaganda.

RTV 102 Beginning Television

3 Credit Hours • 45 Contact Hours (Lecture)

NOTE: RTV 102 must be taken with RTV 107

Focuses on principles and techniques of television production in theory and the approach of studio and field production. Emphasizes producing television programs, beginning with a concept through script to actual studio production, preproduction, and post production.

RTV 103 Writing for TV & Radio

3 Credit Hours • 45 Contact Hours (Lecture)

Explores writing techniques for television and radio emphasizing professional techniques, format, and style.

RTV 104 Corporate Scriptwriting

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on scriptwriting formats and techniques as they apply to creating corporate and institutional video productions and other broadcast and non-broadcast television productions.

RTV 105 Principles of Satellite Communication

2 Credit Hours • 30 Contact Hours (Lecture)

Enables the student to gain a general understanding of the basic operations relating to satellite communications, and how this technology applies to education and industry on a global and national scale.

RTV 106 Radio Programming & Production Lab I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

NOTE: RTV 106 must be taken with RTV 101

Focuses on the use of basic radio station equipment, programming, and formats. Includes simulated broadcasting using production studio facilities.

RTV 107 Television Studio Production

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

NOTE: RTV 107 must be taken with RTV 102

Examines principles and techniques of basic television production and direction in a laboratory setting using commercial television broadcast equipment for broadcast and institutional video productions.

RTV 108 Principles of Audio

3 Credit Hours • 45 Contact Hours (Lecture)

Focuses on basic audio production techniques to be used in television production. Includes the use of basic audio equipment and mixer to produce audio tracks for radio and television production.

RTV 109 Radio Broadcast Technical Operations

2 Credit Hours • 30 Contact Hours (Lecture)

Focuses on technical operation of radio transmitting systems and includes FCC rules and regulations.

RTV 110 News Writing & Reporting

3 Credit Hours • 45 Contact Hours (Lecture)

Emphasizes gathering, writing, and reporting radio and television news and development of communication medium style. Covers the legal system in relation to news reporting ethics. Addresses professional news-sorting and writing software for IBM compatible computers.

RTV 180 Internship – KEPC Radio

4 Credit Hours • 150 Contact Hours (15 Lecture, 135 Internship)

Prerequisite: RTV 101, RTV 106, RTV 131 and faculty consent

Incorporates on-the-air experience on the college FM radio station, KEPC.

RTV 181 Internship – College ITV Studio

4 Credit Hours • 150 Contact Hours (15 Lecture, 135 Internship)

Prerequisite: RTV 102, RTV 107 and faculty consent

Provides experience in a commercial television station or an allied industry.

RTV 182 Internship – Radio Sta./Audio Production

4 Credit Hours • 150 Contact Hours (15 Lecture, 135 Internship)

Prerequisite: RTV 101, RTV 106 and faculty consent

Provides experience in a commercial radio station or an allied industry.

RTV 183 Internship – TV Studio/Video Production Co.

4 Credit Hours • 150 Contact Hours (15 Lecture, 135 Internship)

Prerequisite: RTV 102, RTV 107 and faculty consent

Provides experience in a commercial television station or an allied industry.

RTV 208 Basic Video Production

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: RTV 102, RTV 107 or faculty consent

Introduces basic videotape production and editing on linear and non linear editing systems. Covers producing, writing, directing, lighting, editing, and shooting techniques. Enables the student to gain experience in paint and character generator graphics, image processing, transitions, and techniques using the Avio and Casablanca non linear editors.

RTV 211 Radio Programming & Production II

3 Credit Hours • 45 Contact Hours (Lecture)

*Prerequisite: RTV 101**NOTE: RTV 211 must be taken with RTV 216*

Focuses on styles of writing and reporting news, editorials, interviews, and commentaries; station logs and announcing styles and techniques; the Federal Communications Commission with emphasis on politics and serving the public interest; job finding and advancing in broadcasting; women in broadcasting; drama; and specialized production. Includes sports casting and weather casting.

RTV 212 Advanced Television Production

3 Credit Hours • 45 Contact Hours (Lecture)

*Prerequisite: RTV 102**NOTE: RTV 212 must be taken with RTV 217*

Introduces additional principles and techniques of television production in theory and the approach of studio and production in news, weather, and sports. Emphasizes direction and production development to include single and multi-camera production. Examines use of effects and chroming. Includes laws and ethics governing the television broadcast industry and Institutional Television.

RTV 216 Radio Programming & Production Lab II

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

*Prerequisite: RTV 106**NOTE: RTV 216 must be taken with RTV 217*

Covers the operation of technical equipment of a radio broadcasting studio with emphasis on news, special news features, commercials, audition tapes, sports, and weather.

RTV 217 Advanced Television Studio Production

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

*Prerequisite: RTV 107**NOTE: RTV 217 must be taken with RTV 212*

Focuses on principles and techniques of television production and direction in a laboratory setting using commercial television broadcast equipment for broadcast and institutional video productions.

RTV 218 Advanced Video Production

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: RTV 208 or faculty consent

Develops advanced video production skills to prepare students for entry into the video production industry. Covers producing, directing, lighting, shooting, and editing techniques, as well as production aesthetics from industry standards. Provides hands on experience with linear and non linear editing systems, and establishment of lighting and camera shooting techniques.

RTV 280 Internship – TV Studio/Video Production II

3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Internship)

Prerequisite: RTV 183 or faculty consent

Provides experience in a commercial television station or an allied industry.

RTV 281 Internship in the News – KEPC Radio

3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Internship)

Prerequisite: RTV 101, RTV 106, RTV 110

Enables the student to cover news events, actualities, and report several regular newscasts on KEPC.

RTV 282 Internship – KEPC Radio II

3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Internship)

Prerequisite: RTV 101, RTV 106

Incorporates advanced experience on radio station KEPC.

RTV 283 Internship – Radio Sta./Audio Production II

3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Internship)

Prerequisite: RTV 282 or faculty consent

Incorporates advanced experience in a commercial radio station or an allied industry.

RTV 284 Internship in Telecommunications

3 Credit Hours • 105 Contact Hours (15 Lecture, 90 Internship)

Prerequisite: RTV 201, RTV 206 and faculty consent

Provides experience in a commercial TV station or an allied industry.

Radiologic Technology

RTE 105 Limited Scope Radiology Equipment & Imaging

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MOT 125

Introduces the fundamental aspects of limited scope radiographic equipment for the ambulatory care setting, including basic understanding of physics, x-ray circuits & tube heating management, principles of exposure & image quality such as kVp, mAs, grid, scatter radiation & its controls, formulating x-ray techniques, the image receptor systems. Have a basic understanding of X-ray darkroom, film processing, radiation safety & monitoring including radiobiology.

RTE 106 Limited Scope Radiology Patient Positioning & Techniques

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: MOT 125

Introduces the fundamental aspects of limited scope radiographic patient positions and techniques for skull, extremities, trunk of body, spine, including safety and infection control, assessment of patients and management of acute situations.

Reading

REA 030 Basic Reading Skills

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: Appropriate assessment scores

Focuses on strategies for word attack, vocabulary development, stages of reading, and basic reading comprehension.

REA 060 Foundations of Reading

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: Appropriate assessment scores or REA 030

Focuses on strategies for vocabulary development, improved reading comprehension, and enrichment.

REA 090 College Preparatory Reading

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: Appropriate assessment scores or REA 060

Enables the student to apply strategies for improving comprehension, developing vocabulary, and increasing rate for reading college textbooks.

Real Estate

REE 105 Colorado State Exam Review

1 Credit Hour • 15 Contact Hours (Lecture)

Helps prepare the student to take and pass the Colorado Real Estate License exam.

REE 201 Real Estate Brokers I

6 Credit Hours • 90 Contact Hours (Lecture)

Enables the student, in conjunction with REE 202 - Real Estate Brokers II, to meet the educational requirements of the Colorado Real Estate Commission for a Colorado Real Estate Brokers' license. This course includes Real Estate Law and Practice, Practical Applications, and Current Legal Issues.

REE 202 Real Estate Brokers II

6 Credit Hours • 90 Contact Hours (Lecture)

Enables the student, in conjunction with REE 201 - Real Estate Brokers I, to meet the educational requirements of the Colorado Real Estate Commission for a Colorado Real Estate Brokers' license. This course includes Colorado Contracts and Regulations, Closings, and Recordkeeping and Trust Accounts.

Research Survival Skills

LTN 105 Research Strategies

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: ENG 090

Introduces effective research strategies. Includes advanced online information retrieval techniques, analyses and evaluation of found materials, as well as discussions of social and legal issues surrounding the use of information.

Russian

RUS 111 Russian Language I

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: ENG 090

Begins a sequence dealing with the development of functional proficiency in listening, speaking, reading, and writing the Russian language.

RUS 112 Russian Language II

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: RUS 111 (Grade of C or higher) or faculty consent

Continues Russian I in the development of functional proficiency in listening, speaking, reading, and writing the Russian language.

RUS 211 Russian Language III: AH4

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: RUS 112 (Grade of C or higher) or faculty consent

Continues Russian Language I and II in the development of increased functional proficiency in listening, speaking, reading, and writing the Russian language.

RUS 212 Russian Language IV: AH4

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: RUS 211 (Grade of C or higher) or faculty consent

Continues Russian Language I, II, and III in the development of increased functional proficiency in listening, speaking, reading, and writing the Russian language. NOTE: The order of the topics and the methodology will vary according to individual texts and instructors.

Science

SCI 155 Integrated Science I: SC1

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Examines the nature of energy and matter, their interactions and changes, and the application of fundamental concepts to the study of our natural world.

SCI 156 Integrated Science II: SC1

4 Credit Hours • 75 Contact Hours (45 Lecture, 30 Lab)

Prerequisite: SCI 155

Examines earth and biological systems, living and non-living environments, through the application and refinement of fundamental energy and matter concepts.

Social Work

SWK 100 Introduction to Social Work

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 060, MAT 030

Introduces students to the philosophy of the social work profession including the knowledge, values, ethics, roles and skills inherent to generalist social work.

SWK 105 Application of Group Counseling

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 060, MAT 030

Covers the basic techniques, philosophies, and principles of problem solving through group counseling. It teaches group leaders how to apply techniques in working with a variety of client groups.

SWK 106 Introduction to Alcohol & Drugs

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 060, MAT 030

Acquaints the beginning student with various issues related to the field of working with substance and alcohol abuse. This course will also introduce the student to the knowledge base, values, ethics, intervention skills, and the diverse population groups served by social workers.

SWK 180 Internship I

6 Credit Hours • 240 Contact Hours (15 Lecture, 225 Internship)

Prerequisite: SWK 222

Provides work experience in a business or industry

SWK 181 Internship II

6 Credit Hours • 240 Contact Hours (15 Lecture, 225 Internship)

Prerequisite: SWK 222

Provides work experience in a business or industry

SWK 201 Human Behavior in the Social Environment I

3 Credit Hours • 45 Contact Hours (Lecture)

Other: This course transfers to CSU-Pueblo

Focuses on the person in the environment throughout the life span with an examination of the relationship between biological, psychological, social, spiritual and cultural systems

SWK 202 Human Behavior in the Social Environment II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 060, MAT 030

Other: This course transfers to CSU-Pueblo

Focus in this course is on an understanding and analysis of larger social systems which include the family, groups, communities and organizations. Emphasis is on social systems as an organizing theoretical framework for understanding social functioning and change.

SWK 205 Social Welfare in the U.S.

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 060, MAT 030

Other: This course transfers to CSU-Pueblo

Introduces students to the profession of Social Work and Social Welfare. Students will be presented with an historical and conceptual overview of the social welfare system in the United States. Attention is given to the milieu within which social, political, economic, racial and cultural forces have interacted in the evolution of social welfare.

SWK 207 Differential Approaches in Social Services

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 060, MAT 030

Introduces students to some contemporary counseling theories. Provides a basic understanding of treatment modalities to include Reality Therapy, Client Centered Therapy, and Behavior Modification.

SWK 208 Social Work Case Management

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 060, MAT 030

Prepares students for work in the area of social services case management. Some of the topics that students will study include client assessment, resource identification, interventions with diverse client populations, counseling, NASW Code of Ethics, linkage, and outcome evaluation.

SWK 222 Introduction to Social Work Practice

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: SWK 100, SWK 205

Other: This course transfers to CSU-Pueblo

Application of the foundation of general list practice skills. Requires 15 clock hours of volunteer work in an approved human service agency.

SWK 280 Internship III

6 Credit Hours • 240 Contact Hours (15 Lecture, 225 Internship)

Prerequisite: ENG 060, MAT 030, SWK 181, SWK 222

Provides work experience in a business or industry

Sociology

SOC 101 Introduction to Sociology I: SS3

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Examines the basic concepts, theories, and principles of sociology as well as human culture, social groups, and the social issues of age, gender, class, and race.

SOC 102 Introduction to Sociology II: SS3

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Examines social institutions and organizations from the macro perspective. Emphasizes issues of social change, demography, social movements, and conflicts and trends within education, religion, family, political, and economic structures.

SOC 201 Introduction to Gerontology

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Acquaints students with the major issues and concepts pertinent to the field of gerontology. The course introduces various theoretical perspectives on aging, the changing trends in life expectancy and other demographic considerations, and the interrelationship between elders and key social institutions. It provides an overview of physical, cognitive, and socioemotional factors associated with aging.

SOC 205 Sociology of Family Dynamics: SS3

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 090

Develops an understanding of marriage, family and kinship. It examines the family as an institution and how social, cultural, and personal factors influence family relations. The stability and diversity of the family will be explored, along with current trends and some alternative life styles.

SOC 215 Contemporary Social Problems: SS3

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG090

Explores current social issues that result in societal problems. It focuses on such issues as civil liberties, gender discrimination, substance abuse, crime, poverty, and social change.

SOC 216 Sociology of Gender: SS3

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG090

Gives students the theoretical and factual background necessary to understand the phenomenon of gender stratification in American and other cultures. Students will be exposed to a history of gender stratification in human societies, theoretical explanations for this, and insights into the consequences of gender differentiation in our world today.

SOC 218 Sociology of Diversity

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG090

Explores the variety of intergroup relations regarding race, nationality, ethnicity, gender, sexual orientation, and other diversity issues. Patterns of prejudice, discrimination and possible solutions to these issues will be addressed.

SOC 220 Sociology of Religion: SS3

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG090

Provides an introduction to the sociology of religion, including a comparative and critical examination of world religions, by focusing on sociological interpretation and explanation of the role of religion in human culture. The interaction between society and religion is thus examined as are a wide variety of religious beliefs and practices.

SOC 223 Chicanos in a Changing Society

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG090

Explores the lives and roles of Chicanos and Chicanas (Americans of Mexican descent). It introduces students to the Chicano community, its historical, political and social development. It explores the ways in which Chicano communities interrelate with Anglo and multicultural societies as well as its future prospects.

SOC 231 The Sociology of Deviant Behavior: SS3

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG090

Examines the nature, identification, and explanation of deviant categories. Theories, and philosophies as well as methods of treatment related to deviancy will also be considered. The course will study society's attempts to control, change, and institutionalize those acts, individuals, or groups that a population may deem unacceptable.

SOC 237 Sociology of Death & Dying

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG090

Provides an opportunity to familiarize students and professionals with the needs and issues surrounding dying and death. This course will provide sociological, psychological, religious, historical, and anthropological perspectives for interpreting contemporary American customs dealing with dying, death, and bereavement. We will examine the professions associated with death and dying, such as hospice, funeral and crematory institutions, and medical care.

Space Science

SPS 101 Spaceflight

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces the principles for launching and operating manned spacecraft, unmanned satellites, and permanent space stations.

Spanish

SPA 101 Conversational Spanish I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG090

Offers beginning students the skills necessary to understand and speak Spanish. The material includes basic vocabulary, grammar, and expressions that are used in daily situations and in travel.

SPA 102 Conversational Spanish II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: SPA 101 (Grade of C or higher) or faculty consent

Offers students the skills necessary to understand and speak Spanish. The material continues to cover basic conversational patterns, expressions, and grammar.

SPA 109 Spanish for Travelers

2 Credit Hours • 30 Contact Hours (Lecture)

Introduces the basic vocabulary and expressions useful to travelers in Spanish speaking countries. The course will concentrate on the customs, traditions, and cultural attitudes to be discovered by a visitor to the destination country. Cultural diversity and global awareness are integral to this course of study. This course does not fulfill Humanities Area Requirements. Not intended for transfer.

SPA 111 Spanish Language I

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: ENG090

Begins a sequence dealing with the development of functional proficiency in listening, speaking, reading, and writing the Spanish language.

SPA 112 Spanish Language II

5 Credit Hours • 75 Contact Hours (Lecture)

Prerequisite: SPA 111 (Grade of C or higher) or faculty consent

Continues Spanish Language I in the development of functional proficiency in listening, speaking, reading, and writing the Spanish language.

SPA 115 Spanish for the Professional I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG090

Designed as an introduction to a working knowledge of the Spanish language, cultural behaviors, and values useful in various professional fields such as health care, law enforcement, bilingual education, business, and others.

SPA 201 Conversational Spanish III

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: SPA 102 (Grade of C or higher) or faculty consent

Provides students with the skills necessary to continue their study of understanding and speaking Spanish. The material includes intermediate level vocabulary, grammar, and expressions.

SPA 202 Conversational Spanish IV

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: SPA 201 (Grade of C or higher) or faculty consent

Provides students the skills necessary to continue their study of understanding and speaking Spanish. The material will continue to cover intermediate level conversational patterns, expressions, and grammar.

SPA 211 Spanish Language III: AH4

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: SPA 112 (Grade of C or higher) or faculty consent

Continues Spanish Language I and II in the development of increased functional proficiency in listening, speaking, reading, and writing the Spanish language.

SPA 212 Spanish Language IV: AH4

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: SPA 211 (Grade of C or higher) or faculty consent

Continues Spanish Language I, II and III in the development of increased functional proficiency in listening, speaking, reading, and writing the Spanish language.

SPA 215 Spanish for the Professional II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: SPA 115 (Grade of C or higher) or faculty consent

Continues SPA 115 in the development of a working knowledge of the Spanish language, cultural behaviors, and values useful in various professional fields such as health care, law enforcement, bilingual education, business, and others.

SPA 261 Grammar for the Heritage Language Speaker

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: SPA 212 (Grade of C or higher) or faculty consent

Provides grammatical instruction in Spanish to bilingual or native speakers to develop their formal proficiency in Spanish.

SPA 262 Composition for the Heritage Language Speaker

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: SPA 212 (Grade of C or higher) or faculty consent

Provides instruction to bilingual or native speakers of Spanish to develop their written proficiency in Spanish.

Speech – see Communication

Technical

TEC 205 Geometric Dimensioning & Tolerancing

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: MAT 107

Enables students to interpret geometric dimensioning and tolerancing (GDT) in machining or drafting. The course covers math formulas, tolerancing systems, modifiers, symbols, datums, and tolerances of form, profile, orientation, runout, and location. Students learn that generation of a working drawing is a team effort between design, drafting, manufacturing, and quality control.

Theatre

THE 105 Introduction to Theatre Arts: AH1

3 Credit Hours • 45 Contact Hours (Lecture)

Includes discussions, workshops, and lectures designed to discover, analyze, and evaluate all aspects of the theatre experience: scripts, acting, directing, staging, history, criticism, and theory.

THE 111 Acting I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: THE 105 is recommended but not required

Covers basic acting techniques and approaches including scene study, improvisation, and script analysis. Includes practical application through classroom performance.

THE 112 Acting II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: THE 111 or faculty consent; THE 105 is strongly advised

Continues to explore basic acting techniques and approaches including scene study, improvisation, and intermediate script analysis. It includes practical application through classroom performance.

THE 115 Stage Movement for Actors

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces the vocabulary of human movement, techniques of physical training, and anatomy and kinesiology for the actor. The course includes forms of basic dance and the coordination of movement with vocal delivery.

THE 116 Technical Theatre

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces hands-on methods of constructing and painting scenery and properties and operating stage lighting. Students also learn the proper procedures of using shop equipment and serving on stage crews.

THE 126 Auditioning for Musical Theater

3 Credit Hours • 45 Contact Hours (Lecture)

Builds a confident, talented, and exciting audition. It includes a mock videotaped audition, and covers resumes, head shots, repertoire choices, stage fright, 16-bar audition, and dressing for success. This course is presented in conjunction with producers from regional theaters providing valuable feedback for the participants.

THE 130 Safety, Tools & Materials

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: THE 116 or faculty consent

Addresses basic safety guidelines concerning the operation/use, care and storage of tools and materials. Areas covered include OSHA power tools, hand tools, hardware, lighting and sound equipment, paints, solvents, plastics, woods, steel, aluminum, and ladders.

THE 135 Stage Makeup I

3 Credit Hours • 45 Contact Hours (15 Lecture, 30 Lab)

Covers makeup design and application techniques. Techniques include basic corrective, character, old age, and fantasy application.

THE 140 Stage Dialects

1 Credit Hour • 15 Contact Hours (Lecture)

Teaches students to develop skills in nine dialects and accents.

THE 144 Scene Study

1 Credit Hour • 15 Contact Hours (Lecture)

Prerequisite: THE 111 or faculty consent

Emphasizes the Stanislavski approach. Students will explore acting skills through advanced material, including avant garde and classical.

THE 181 Internship

1-3 Credit Hours • 15 Contact Hours per credit (Lecture)

Prerequisite: THE 144 or THE 111 or faculty consent

Focuses on the selection and preparation of audition materials, including prepared monologues, cold reading, and improvisation techniques. Basics of resume preparation are also discussed.

THE 182 Internship

1-3 Credit Hours • 45 Contact Hours per credit hour (Internship)

Allows students to put into practice theories of theatre production. Participation in set construction, scenic artistry, costuming, lighting, sound, acting, stage-managing, and administration is available.

THE 183 Internship

1-3 Credit Hours • 45 Contact Hours per credit hour (Internship)

Allows students to continue to put into practice theories of theatre production. Participation in set construction, scenic artistry, costuming, lighting, sound, acting, stage managing, and administration is available.

THE 204 Voice & Articulation I

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: ENG 060

Emphasizes vocal development including diction, enunciation, projection, dialects, and vocal interpretation of written materials. Students strive to eliminate regionalisms and tonal faults, e.g., nasality, stridency, sibilance, breathiness.

THE 205 Voice & Articulation II

2 Credit Hours • 30 Contact Hours (Lecture)

Prerequisite: THE 204

Emphasizes vocal development including diction, enunciation, projection, dialects, and vocal interpretation of written materials. Students strive to eliminate regionalisms and tonal faults, e.g., nasality, stridency, sibilance, breathiness. A continuation of THE 204.

THE 211 Development of Theatre I: AH1

3 Credit Hours • 45 Contact Hours (Lecture)

Surveys the history and evolution of drama from Ancient Greece to the Renaissance, emphasizing all aspects of the art from period values to analysis of dramatic literature and performance.

THE 212 Development of Theatre II: AH1

3 Credit Hours • 45 Contact Hours (Lecture)

Surveys the history and evolution of drama from the Renaissance to the present, emphasizing all aspects of the art from period values to the analysis of dramatic literature and performance.

THE 213 Intermediate Acting I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 060, THE 112

Continues THE 112. Emphasis is on artistic concentration of voice and movement. A detailed character biography is required.

THE 214 Intermediate Acting II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: ENG 060, THE 213

Emphasizes artistic concentration of voice and movement. Detailed character biography is required. This course is a continuation of THE 211.

THE 215 Playwriting

3 Credit Hours • 45 Contact Hours (Lecture)

Gives students the opportunity to learn and practice playwriting techniques, thereby improving creative writing skills. Elements of dramatic structure, dialogue, styles, and theatrical practices are emphasized.

THE 218 Readers Theatre

3 Credit Hours • 45 Contact Hours (Lecture)

Studies ensemble interpretation of literature—poetry, prose, and drama, primarily through the medium of the spoken word.

THE 220 Directing I

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: THE 111 or faculty consent

Covers basic techniques for stage directing in contemporary theatre. Topics to be covered include stage composition, script analysis, work with actors, and the collaborative role of the director.

THE 230 Directing II

3 Credit Hours • 45 Contact Hours (Lecture)

Prerequisite: THE 220 or faculty consent

Continues to explore basic technique for stage directing in contemporary theatre. Subjects to be covered are stage composition, script analysis, work with actors, and the collaborative role of the director. Student will direct a one act theatre piece for final project.

Water Quality Management

WQM 100 Introduction to Water Quality

3 Credit Hours • 45 Contact Hours (Lecture)

Introduces the water and wastewater treatment field and the various applied science concepts that are used to operate, maintain and monitor water quality. Topics include the hydrological cycle, water sources, hydraulics, ecosystems, pollution, water chemistry, water calculations, microbiological aspects of water and water quality control.

WQM 105 Specific Calculations for Water Quality Management

4 Credit Hours • 60 Contact Hours (Lecture)

Prerequisite: WQM 100

Provides an in-depth study of the calculations associated with water and wastewater treatment. Topics include dimensional analysis, manipulation of conversion factors, geometric figures, velocities, detention time, surface loading, filtration and backwash rates, porosity, weir overflow rates, efficiencies, weight of dry solids, sludge pumping, settleable solids, volatile solids, mean cell residence times, settleability, disinfection and chemical dosage as relating to trickling filters, ponds, RBC, and activated sludge.

WQM 106 Mechanical – Physical Treatment

3 Credit Hours • 45 Contact Hours (Lecture)

Serves as a basic introduction into wastewater treatment. Topics include the technician and their responsibility, effects of waste discharges, natural cycles, solids in wastewater, NPDES permits, collection systems, pretreatment, primary treatment, secondary treatment, advanced treatment, flow measuring, solids handling and disposal.

WQM 109 Water Distribution

3 Credit Hours • 45 Contact Hours (Lecture)

Covers the purpose, selection and location of water storage facilities and the operation and maintenance of related equipment. Topics include storage facilities and capabilities, booster pumps, water mains and appurtenances, joints, pipe protection and installation, valves, fittings and hydrants. Water quality standards, contaminants and degradation inspection and monitoring, system troubleshooting, surveillance, cross connections, pressure main breaks, corrosion control, disinfection and emergency planning are also covered.

WQM 116 Conventional Surface Water Treatment

3 Credit Hours • 45 Contact Hours (Lecture)

Covers coagulation, flocculation, sedimentation, filtering, corrosion and taste and odors. Topics for each process include descriptions, operating procedures, associated calculations, start-up and shut down procedures, laboratory tests, troubleshooting, maintenance, safety and records.

WQM 118 Wastewater Collections Systems

3 Credit Hours • 45 Contact Hours (Lecture)

Covers the purpose, components and design of collection systems. Topics include safety procedures, inspection and testing, pipeline cleaning and maintenance, underground repair, lift stations and sewer rehabilitation.

WQM 119 Basic Water Quality Analysis

4 Credit Hours • 60 Contact Hours (Lecture)

Relates the results of laboratory control tests to the chemistry of water and wastewater treatment. Students gain the skills and techniques to operate within a laboratory. Topics include laboratory equipment and instrumentation-identification, set-up and calibration, safety, sample collection and preservation, written reports and laboratory tests. Laboratory testing includes hardness, alkalinity, dissolved oxygen, biochemical oxygen demand, chlorine residual, pH, phosphorus, dissolved solids, total solids, suspended solids, turbidity, langier index, fluoride and biomonitoring.

WQM 126 Safety in Water Quality Industry

3 Credit Hours • 45 Contact Hours (Lecture)

Covers the safety aspects in the water and wastewater industry. Topics include development of safety policies and programs, job safety orientation, driving practices, CPR/First Aid, confined spaces, safety with energy - electrical, mechanical, thermal and pressure equipment, trenching, street work, laboratory, treatment equipment, construction vehicles/equipment, chlorine and other chemicals.

WQM 127 Utility Management

3 Credit Hours • 45 Contact Hours (Lecture)

Designed to introduce students to the fundamental business practices that are utilized in managing a water or wastewater utility. Topics include the functions of a manager, planning, organizing, staffing, public relations, financial management, regulatory compliance, safety, and operations and maintenance from a management perspective.

WQM 202 Small Water Operation & Maintenance

3 Credit Hours • 45 Contact Hours (Lecture)

Designed to introduce students to the practical, hands-on aspects of the safe and effective operation and maintenance of small water systems and treatment plants. Topics include the safe operation and maintenance of wells, pumps, disinfection equipment, small water treatment plants, storage facilities, pipes, joints, hydrants, valves, meters, and backflow prevention devices for the small water system operator.

WQM 203 Small Wastewater System Operations & Maintenance

3 Credit Hours • 45 Contact Hours (Lecture)

Designed to introduce students to the practical, hands-on aspects of the safe and effective operation and maintenance of small wastewater collection, treatment, and disposal systems. Topics include the safe operation and maintenance of small water treatment plants, lift stations and other facilities, and maintenance and rehabilitation of collection facilities for the small wastewater system operator.

WQM 212 Drinking Water Regulations

4 Credit Hours • 60 Contact Hours (Lecture)

Provides the knowledge and skills to establish a compliance program for a water treatment facility using ground water, surface water, or ground water influenced by surface water sources. The student will learn all regulatory requirements for microbiological and chemical contamination (organic, inorganic, and radio) for monitoring and reporting operations.

Welding

WEL 106 Blueprint Reading for Welders & Fitters

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Covers interpreting weld symbols on blueprints, identifying proper layout methods and tools, and proper joint design necessary for various welding processes.

WEL 113 Oxyfuel & Plasma Cutting

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Outlines the skills needed to set up equipment and perform cutting and gouging operations utilizing the oxyacetylene and plasma arc cutting processes.

WEL 114 Oxyacetylene Welding

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Teaches the skills necessary to perform safety inspections, make minor repairs, adjust operating parameters, operate oxyacetylene welding equipment, and perform oxyacetylene welding, brazing, and soldering operations.

WEL 115 Autobody Welding & Cutting

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Introduces welding in all positions on light gauge carbon steel using the GMAW and OAW processes on various joint configurations. Student should be familiar with basic metallurgy pertaining to the weldability of metals, structural joints, and safety in the welding industry.

WEL 121 Structural Welding I

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Covers theory and practice in oxy-acetylene processes with emphasis toward AWS welder qualification with mild steel electrode E-7018 welding in the horizontal and vertical position.

WEL 122 Structural Welding II

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: WEL 121

Continues WEL 121 with final emphasis toward AWS welder qualification with mild steel electrode E-7018 qualification test in the 2G, 3GU, and 4G position.

WEL 124 Introduction to Gas Tungsten Arc Welding

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Covers welding in all positions and on various joint configurations using the GTAW (tig) welding process on carbon steel, stainless steel, and aluminum. Student should be familiar with basic metallurgy pertaining to the weldability of metals, structural joints, and safety in the welding industry.

WEL 125 Introduction to Gas Metal Arc Welding

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Covers welding in all positions and on various joint configurations using the GMAW (mig) welding process on carbon steel, stainless steel, and aluminum. Student should be familiar with basic metallurgy pertaining to the weldability of metals, structural joints, and safety in the welding industry.

WEL 200 Advance CAD/CAM Cutting Processes

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Prerequisite: MAC 240 or faculty consent

Covers designing and generating images using Mastercam Cad software. Student will be able to cut developed images/parts using Koike Monograph CNC Plasma cutting table. Student should be familiar with basic metallurgy pertaining to the plasma cutting of metals and safety in the welding industry.

WEL 205 Introduction to Ornamental Iron

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Prerequisite: Permission of instructor

Covers designing, drawing, and fabricating a welded project. Student will demonstrate his/her ability to use (in a practical application) previously learned techniques using different welding processes.

WEL 224 Advanced Gas Tungsten Arc Welding

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Prerequisite: WEL 124 or faculty consent

Covers welding in all positions on carbon steel, stainless steel, and aluminum plate and carbon steel pipe with the GTAW process. Student should be familiar with basic metallurgy pertaining to the weldability of metals, structural joints, and safety in the welding industry.

WEL 225 Advanced Gas Metal Arc Welding

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Prerequisite: WEL 125 or faculty consent

Covers welding in all positions on carbon steel plate with the GMAW process. Student should be familiar with basic metallurgy pertaining to the weldability of metals, structural joints, and safety in the welding industry.

WEL 230 Pipe Welding I

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Prerequisite: WEL 122, WEL 224, WEL 225 or faculty consent

Covers safety inspections, minor repairs, operating parameters, and operation of SMAW, GMAW, and FCAW equipment in a variety of positions on plain carbon steel pipe joints. Also covers evaluating and solving complex welding and fabrication problems and administering hands on training and supervision to other students during assigned fabrication and welding operations.

WEL 231 Pipe Welding II

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Prerequisite: WEL 230 or concurrent enrollment, or faculty consent

Covers safety inspections, minor repairs, operating parameters, and operation of SMAW, GMAW, and FCAW equipment in a variety of positions on plain carbon steel pipe joints. Also covers evaluating and solving complex welding and fabrication problems and administering hands on training and supervision to other students during assigned fabrication and welding operations.

WEL 240 Pipe Welding Certification

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Prerequisite: WEL 231 or faculty consent

Introduces theory and practice in modern welding methods of pressure pipe line and pipe systems. Emphasis toward welder qualification under various codes.

WEL 250 Layout & Fabrication

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Prerequisite: WEL 106

Develops welding and associated skills in the use of drawings and blueprints in planning. Includes designing and layout projects.

Zoo Keeping

ZOO 100 Safety/Zoonoses/Hazardous Materials

0.5 Credit Hour • 11.25 Contact Hours (Lecture/Lab Combination)

Prepares students to deal in a safe and effective manner with the hazards and hazardous materials involved in zoo keeping.

ZOO 101 Career Development for Zoo Keeping

0.5 Credit Hour • 11.25 Contact Hours (Lecture/Lab Combination)

Supplies the tools necessary to be competitive in the zoological job hunt. Provides students with the ability to make realistic decisions concerning education and occupational objectives.

ZOO 102 Primates

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Investigate evolutionary concepts and trends including primate fossil records. Students will examine the taxonomic classification of primates and primate history and participate extensively in behavioral studies that require the acquisition and assemblage of data. Students will gain successful understanding of primate groups, morphology, adaptations, social structures, and conservation issues affecting a multitude of species. Exploring primatology in a thorough study will enable students to compare and contrast learned behaviors from a variety of other animal species as well as adapt techniques from a psychological perspective.

ZOO 104 Animal Training

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Students will be able to apply the basics of classical and operant conditioning in shaping animal behavior in a captive setting. This course provides students with the background and information on how to develop and implement training programs and to condition behaviors. Students will learn and concentrate on utilization positive reinforcement techniques.

ZOO 105 Reptile & Amphibian Husbandry

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Teaches herpetology and herpetological husbandry. The emphasis is on developing a working knowledge of the care and management of captive reptiles.

ZOO 106 Adventure in Zoo Design

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Incorporates topics learned in exhibit design, conservation and horticulture. This course combines in class pre and post trip debriefings along with a 5-day multi-zoo field experience. Provides students with the opportunity to visit world class zoos that have not been researched or studied in their core classes. It expands the students' knowledge and exposes them to a diverse culture of zoos.

ZOO 115 Bird Husbandry

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Teaches bird husbandry and supplies the student with a working knowledge of the captive care and management of birds.

ZOO 117 Animal Conservation in Captivity

3 Credit Hours • 45 Contact Hours (Lecture)

Studies the importance of animal conservation programs in captive environments throughout the world. The background, current programs, and future issues will be discussed. Some topics will include animal's relationships with man, zoo programs, and extinction issues.

ZOO 125 Mammal Husbandry

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Teaches the student mammal biology and husbandry, and provides the student with a working knowledge of the care and management of captive mammals.

ZOO 135 Fish & Invertebrate Husbandry

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Teaches students fish and aquatic invertebrate biology and husbandry. Course provides students with a working knowledge of the care of aquatic life, including management of closed systems.

ZOO 180 Zoo Keeping Internship I

5 Credit Hours • 225 Contact Hours (Internship)

Prerequisite: BIO 150, ZOO 100; successful completion or concurrent in enrollment in ZOO 125

Grading: SU only

Provides work experience at the Cheyenne Mountain Zoo or other approved facility. The student will become competent in the care of the animals studied within each internship.

ZOO 181 Zoo Keeping Internship II

5 Credit Hours • 225 Contact Hours (Internship)

Prerequisite: BIO 150, ZOO 100; successful completion or concurrent in enrollment in ZOO 125

Grading: SU only

Provides work experience at the Cheyenne Mountain Zoo or other approved facility. The student will become competent in the care of the animals studied within each internship.

ZOO 200 Advance Exhibitory Techniques

2 Credit Hours • 45 Contact Hours (Lecture/Lab Combination)

Requires successful completion of the Exhibit Design for Zoo Keepers course. Students will apply practical basics of keeper level exhibit design and renovations. Students will develop and implement changes within an existing or new exhibit using hands-on techniques and applications. Students will gain an understanding of the dynamics of building an exhibit that meets both animal needs and enables proper husbandry. Students will learn skills that enable them to construct exhibits and design components that can be incorporated into animal exhibits.

ZOO 205 Horticulture for the Zoo Keeper

1 Credit Hour • 22.5 Contact Hours (Lecture/Lab Combination)

Explores the role of plants and animal exhibits. Students will learn to care for a variety of plants while learning about the relationship between the living beings in a quality exhibit.

ZOO 206 Exhibit Design & Construction

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Discusses the exhibit design and renovation process through the conceptual, architectural rendering and construction phases. Will discuss small, supervised projects as well as new multi-million dollar projects.

ZOO 207 Animal Behavior

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Provides a brief history of ethology, forms of animal communication, the sensory world of animals, programmed vs. learned behavior, navigation, and mating behaviors. Students will be given an in-depth look at how animal behavior is affected by a zoo environment and how to correct stereotypic behaviors that are often seen in captive animals.

ZOO 212 Elephant Management

3 Credit Hours • 67.5 Contact Hours (Lecture/Lab Combination)

Prerequisite: ZOO 100

This course will cover the natural history of the two current living genera of elephants, status in the wild, status in captivity, and basic husbandry needs. It will include lab experience at the Cheyenne Mountain Zoo and Denver Zoo. The course will focus on current training theory as well as an introduction to the four currently recognized elephant management systems.

ZOO 215 Veterinary Zoo Keeping

4 Credit Hours • 90 Contact Hours (Lecture/Lab Combination)

Explores a wide variety of topics including but not limited to quarantine procedures, immobilization, zoonotic disease, and other important aspects of veterinary animal management.

ZOO 280 Zoo Keeping Internship III

5 Credit Hours • 225 Contact Hours (Internship)

Prerequisite: BIO 150, ZOO 100; successful completion or concurrent in enrollment in ZOO 105 and/or ZOO 115

Grading: SU only

Provides work experience at the Cheyenne Mountain Zoo or other approved facility. The student will become competent in the care of the animals studied within each internship.

ZOO 281 Internship – Abroad

5 Credit Hours • 225 Contact Hours (Internship)

Prerequisite: BIO 150, ZOO 100; successful completion or concurrent in enrollment in ZOO 105 and/or ZOO 125

Grading: SU only

Provides work experience at a pre-approved facility. The student will become competent in the care of the animals within a specified area of study.

College Administrative Staff

Officers of the College

President.....Anthony G. (Tony) Kinkel
 Vice President for Educational Services Edwin Ray, Ph.D.
 Vice President for Administrative Services Michael Young
 Vice President for Student Services Colette Berge

President’s Staff

Executive Assistant to the President/
 Ombudsman Kimberly Barnett
 Executive Director of Marketing
 and Communications George Sanchez
 Executive Director of Foundation, Resource
 and Community Development Jon Stepleton
 Executive Director of Human Resource
 Services Carlton Brooks
 Executive Director of Strategy Management.....Tim Griffin, Ph.D.

Educational Services

Assistant to the VPES for Articulation, Transfer and
 Teacher Education..... Wayne Artis
 Assistant to the Vice President for Educational
 Services Julie Hazel

Educational Services Deans

Business, Social and Behavioral Sciences
 DeanCindy Buckley
 Associate Dean..... Lonnie Inzer
 Communications, Humanities, and Technical Studies
 Dean Taffy Mulliken
 Associate Dean.....Robert Smith
 Health, Environmental, Natural and Physical Sciences
 Dean Mary Ann Wermers
 Interim Associate Dean..... James DeHerrera
 Mathematics and Language
 Dean Carol Jonas-Morrison
 Associate Dean..... Barbara Graves
 Economic and Workforce Development
 DeanJerry Fritz

Directors

Area Vocational ProgramChelsy Harris
 Campus Director Robin Young
 Distance Education..... Julie Witherow
 Emergency Medical Services Jeff Force
 Library ServicesCarole Olds
 Military Programs.....Cheri Arfsten
 Nursing ProgramMary Nifong

Coordinators

EMS ClinicalLori Morgan
 Nursing Sim Lab.....Geri Tierney

Program Administrators

English Language Institute..... Jean Echevarria
 Pikes Peak Regional Law Enforcement Academy Jason DeVaux

Administrative Services

Directors

Auxiliary Services and Business Services..... Eileen Hogue
 Facilities Maintenance and Operations.....Roger Austin
 Financial Services/Controller..... Terrance Plunkett
 Information Technology Support Services..... Cyrille Parent
 Public SafetyKen Hilde

Coordinators

Computer Aided Lab.....Ernest Hughes

Managers

Bookstore – Assistant ManagersNick Schmidt
 Jeff Tamblyn
 Contract and Procurement ManagerRockie Hurrell
 Student Accounts – FSGerri Lyons
 Manager of Technical Support – ITSS.....Christian Orth
 Publications and Printing/Copy Center Mark Day

Student Services

Dean of Students Jennifer Sengenberger
 Assistant Dean of Students..... Dawn Souza

Directors

Campus Life Dawn Souza
 Career Planning and Advising Jennifer Sengenberger
 Child Care Services.....Cindy Neale-Downing
 Admissions, Enrollment Service Center, Records Jeff Horner
 Financial Aid, Acting Director..... Sherri McCullough
 Retention..... Linda Rains, Ph.D.
 Student Support Services/TRiO..... Ed Quesada

Coordinators

Campus Activities/Student Development..... Jennifer Meier
 Child Development Center – CC.....Judith Russell
 Child Development Center – RRCMyra Sprague
 Math Specialist/Learning Services..... Karey Pharris
 Multicultural Retention Specialist Eddie Hughes
 OASIS/CAC.....Michael Nusen
 Recreation/Fitness Center Kristi Johnson
 SCEOC..... Diane Taste
 Student Counseling OfficeMelanie Lindsay-Brisbin
 Testing Centers..... Peggy Hawke
 Transfer/Transition..... Nichole Pritchett-Hilliard

Faculty & Staff

ACHEAMPONG, Angel, A.A.S. (Pikes Peak Community College, 2007)
Early Childhood Educator I, Child Development Center

ADAMS, Diane
Administrative Assistant III, Enrollment Services

ADAMS, Michael, J.D. (University of Wyoming 1996)
Vocational Credentials: Faculty
Faculty of Paralegal, Business, Social & Behavioral Sciences

AGGEN, Teresa, M.A. (Stephen F. Austin State University, 1991)
Faculty of English, Mathematics & Languages

AGNEW, Jason
General Labor I, Facilities & Operations

AKCADOGAN, Mustafa, M.S. (University of Phoenix, 2003)
Vocational Credentials: Faculty
Desktop Support Coordinator, Information Technology Support Services

ALBERS, Stacy A.
General Professional II, Marketing, Recruiting & Communications

ALFONSO, Kristen, B.S. (University of Colorado, 2005)
Program Assistant I, Health, Environmental, Natural & Physical Sciences

ALIRE, Arlene Ann
Administrative Assistant III, Enrollment Services

ALLEN, Melissa, M.B.A. (University of Texas, 1993)
Faculty of Accounting, Business, Social & Behavioral Sciences

ALLISON, Robin, A.A.S. (Pikes Peak Community College, 2002)
Administrative Assistant III, Public Safety

ALLTOP, Marilu, M.S.N. (Regis University, 2005)
Vocational Credentials: Faculty
Faculty of Nursing, Health, Environmental, Natural & Physical Sciences

ALVARAN, Reginald
Custodian I, Facilities & Operations

ALVARADO, Crystal
Administrative Assistant II, Campus Life

ANDERSON, Ginger, M.S. (University of Colorado, 2006)
Faculty of Mathematics, Mathematics & Languages

ANDERSON, Matthew
Material Handler II, Bookstore

ANDERSON, Tracy
Vocational Credentials: Faculty
Faculty of Zoo Keeping, Health, Environmental, Natural & Physical Sciences

ARFSTEN, Cheri, B.A. (University of Colorado, 2005)
Director of Military Programs

ARKOWSKI, Donna, M.B.S. (University of Colorado, 1997)
Faculty of Geography, Health, Environmental, Natural & Physical Sciences

ARTIS, W. Wayne, M.A. (University of Delaware, 1977)
Associate Professor of History, Communications, Humanities, & Technical Studies, Assistant to the VPES for Articulation, Transfer & Teacher Preparation

ASHTON, Holly, M.S. (Iowa State University, 1986)
Faculty of Mathematics, Mathematics & Languages

AUSTIN, Roger, M.A. (Bowie State, 1997)
Director of Facilities Maintenance & Operations

BABIN, Dave
General Professional II, Financial Aid

BAILEY, Sandra, M.Ed (Colorado State University, 2006)
Vocational Credentials: Faculty
Faculty of Computer Information Systems, Business, Social & Behavioral Sciences

BAKER, Connie, A.A.S. (Pikes Peak Community College, 2007)
Administrative Assistant II, Foundation Resource & Community Development

BAKER, Karen
Administrative Assistant III, Enrollment Services

BAKER, Mary, M.A. (University of Colorado, 1990)
Faculty of Communication, Communications, Humanities, & Technical Studies

BANEY, Eileen
Administrative Assistant III, Enrollment Services

BARNES, Elizabeth
Accounting Technician I, Financial Services

BARNETT, Barbara, A.A.S. (Pikes Peak Community College, 1991)
Administrative Assistant III, Enrollment Services

BARNETT, Kathy M., B.S. (Colorado State University, 2005)
Sales Assistant I, Bookstore

BARNETT, Kimberly R., A.G.S. (Pikes Peak Community College, 1991)
Executive Assistant to the President/Ombudsman, President's Office

BARR, Carol, B.S. (Park University, 2004)
Administrative Assistant II, Enrollment Services

BARR, Charles, B.A. (University of Western Illinois)
Vocational Credentials: Faculty
Faculty of Automotive Technology, Area Vocational Program

BARTA, Tim
Pipe Mechanic Trades I, Facilities & Operations

BARTA, Vicki, A.A. (Pikes Peak Community College, 1989)
Accounting Technician III, Financial Services

BARTRUM, Raymond, A.A.S. (T.T.I., 1994)
Administrative Assistant I, Information Technology Support Services

BATES, Cheryl, A.A.S. (Pikes Peak Community College, 1998)
Administrative Assistant II, Office of the Vice President for Educational Services

BATES, Elizabeth, A.A. (Pikes Peak Community College, 2006)
Administrative Assistant III, Career Planning & Advising

BAUER, Chad, A.A.S. (Pikes Peak Community College, 2005)
Police Officer I, Public Safety

BAUER, Patricia
Administrative Assistant II, Office of the Vice President for Educational Services

BEARD, William, B.S. (University of Kansas, 1978)
Vocational Credentials: Faculty
Faculty of Architecture, Communications, Humanities & Technical Studies

BECCO, Jo Ellen, M.A. (University of Iowa, 1994)
Faculty of English, Mathematics & Languages

BEDFORD, Nelene, B.A. (Regis University, 2002)
Administrative Assistant II, Military & Veterans Programs

BELL, Stefanie, M.A. (Goddard College, 1977)
Faculty of Psychology, Business, Social & Behavioral Sciences

BEN-AMOTS, Laura, M.F.A. (University of the Arts, 1992)
Faculty of Art, Communications, Humanities, & Technical Studies

BENDER, Michelle, B.S. (University of Wisconsin, 1991)
Vocational Credentials: Faculty
Faculty of Early Childhood Education, Business, Social & Behavioral Sciences

BERGACKER, Dawn, M.A. (University of Wisconsin, 1988)
Reference Librarian, Library

BERG, Sandra
Vocational Credentials: Faculty
Faculty of Zoo Keeping, Area Vocational Program

BERGE, Colette, M.S. (University of Colorado, 1978)
Vice President for Student Services

BICKNELL, Gail A., A.A. (Pikes Peak Community College, 2005)
Office Manager I, Military & Veterans Programs/Distance Ed

BIEKER, Sheila, A.A. (Pikes Peak Community College, 1996)
General Professional II, Career Planning & Advising

BOEHME, Angela
Police Officer I, Public Safety

BOLLING, Linda, A.A.S. (Pikes Peak Community College, 1993)
Library Technician II, Library

BOND, Vicki, L.P.N. (St. Mary's School of Practical Nursing, 1976)
Vocational Credentials: Faculty
Medical Office Technology Program Coordinator, Health, Environmental, Natural & Physical Sciences

BOSWORTH, Diane
Accounting Tech III, Financial Services

- BOWEN, Karen S., M.Ed. (University of Pittsburgh, 1970)
Faculty of Education, Business, Social & Behavioral Sciences
- BOWERS, William
Structural Trades II, Facilities & Operations
- BRADLEY, Kristine, M.B.S. (University of Colorado, 1997)
Faculty of Mathematics, Mathematics & Languages
- BRISTOL, Robert, M. A. (University of New Mexico, 1997)
Faculty of English, Mathematics & Languages
- BROOKS, C.R.J., M.P.A. (University of Colorado, 1992)
Executive Director of Human Resource Services
- BUCKLEY, Cynthia, M.Ed. (Regis University, 2002)
Vocational Credentials: Faculty
Dean of Business, Social & Behavioral Sciences
- BURGER, Julie
Vocational Credentials: Faculty
Faculty of Nursing, Health, Environmental, Natural & Physical Sciences
- BURKHART-NERO, Gloria, M.F.A. (University of Cincinnati, 1973)
Library Technician II, Library
- BURKHART, Ronda A., M.B.S. (University of Colorado, 1980)
Faculty of Anthropology, Business, Social & Behavioral Sciences
- BURLISON, Kay B., B.S. (Mississippi State University, 1983)
Early Childhood Educator I, Child Development Center
- BUTLER, Sharon, M.S. (Butler University, 1975)
Assistant Professor of Mathematics, Mathematics & Languages
- CAMBELL, Majel, M.A. (University of Georgia, 2005)
Faculty of Spanish, Communications, Humanities, & Technical Studies
- CANTU, Antonio
Police Officer I, Public Safety
- CARLSON-DIGNADICE, Deborah
Administrative Assistant II, Mathematics & Languages
- CARNE, Glenda L., M.A. (University of Colorado, 1997)
Program Assistant II, Articulation, Transfer, & Teacher Education
- CARRINGTON, Sandra
Early Childhood Educator I, Child Development Center
- CASIAS, Helen, A.A.S. (Pikes Peak Community College, 1997)
Library Technician II, Library
- CASTILLA, Susan
Child Care Aide, Child Development Center
- CERESOLI, Erica, A.A. (Blair Junior College, 2004)
Administrative Assistant II, Enrollment Services
- CHAVEZ, Anthony, A.A.S. (Pueblo Community College, 1986)
Administrative Assistant III, Business, Social & Behavioral Sciences
- CHAVEZ, Gustavo
Custodian I, Facilities & Operations
- CLARKE, Catherine
Dining Services III, Child Development Services
- CLARKE, William, M.Div. (Union Theological Seminary, 1990)
Faculty of Mathematics, Mathematics & Languages
- CLOSE, Rocio, B.S. (California State University, 1993)
Administrative Assistant II, Health, Environmental, Natural & Physical Sciences
- COLLINS, Stephen, Ph.D. (Northwestern University, 2001)
Professor of Communication, Communications, Humanities, & Technical Studies
- COLEMAN, Patricia, M.S. (Troy State University, 1983)
Supplemental Services Assistant, Area Vocational Program
- CONOLEY, Ila, M.F.A. (New York University, 2000)
Faculty of Dance, Communications, Humanities & Technical Studies
- CONRAD, Martin, B.A. (University of Colorado, 2007)
Faculty of Art and History, Communications, Humanities, & Technical Studies
- COOK, Vanessa, M.A. (Bowie State University, 2007)
Academic Career & Transition Counselor, Military Programs, Ft. Carson
- CORN, Leland, A.A.S. (Pikes Peak Community College, 1996)
Vocational Credentials: Faculty
Faculty of Welding, Communications, Humanities, & Technical Studies
- CORNELIUS, Belenda, M.A. (University of Colorado, 1992)
Counseling & Human Services Certification
Recruitment Officer, Marketing & Communications
- CORNISH, Amy, M.A. (Colorado State University, 2000)
Faculty of French, Communications, Humanities, & Technical Studies
- CRAWFORD, Lynn, M.A. (Gallaudet University, 2007)
Faculty of Interpreter Preparation, Communications, Humanities, & Technical Studies
- CRAWSHAW, Donald, A.A. (Independence Community College, 1980)
Vocational Credentials: Faculty
Faculty of Facilities Management Technology, Communications, Humanities, & Technical Studies
- CROWLEY, Nancy
Child Care Aide, Child Development Center
- CUNNINGHAM, Casey
Structural Trades I, Facilities & Operations
- DAIL, Shawna
Accounting Technician I, Financial Services
- DAVENPORT, Deric, M.S. (University of Arkansas, 1987)
Faculty of Mathematics, Mathematics & Languages
- DAVIS, Tara, B.A. (Art Institute of Colorado, 2000)
Vocational Credentials: Faculty
Faculty of Interior Design, Communications, Humanities, & Technical Studies
- DAY, Kimberly G., A.A.S. (Pikes Peak Community College, 1997)
Customer Support Coordinator I, Information Technology Support Services
- DAY, Mark, B.A. (Rockmont College, 1974)
General Professional IV, Publications & Printing
- DECH, Debra, A.A. (Pikes Peak Community College, 2006)
Administrative Assistant III, Enrollment Services
- DECUIR, ERIN, B.A. (Midwestern State University, 1999)
Administrative Assistant II, Health, Environmental, Natural & Physical Sciences
- DEHERRERA, James, M.S.Ed. (Northern Illinois University, 2000)
Vocational Credentials: Faculty
Faculty of Computer Science, Business, Social & Behavioral Sciences
- DEHERRERA, Laurel, M.S. (Northern Illinois University, 1994)
Faculty of Mathematics, Mathematics & Languages
- DEITSCH, Eileen, M.S.N. (Pace University, 1993)
Vocational Credentials: Faculty
Faculty of Nursing, Health, Environmental, Natural & Physical Sciences
- DELGESSO, Frank, B.S. (Regis University, 2004)
Vocational Credentials: Faculty
Faculty of Dental Assisting, Health, Environmental, Natural & Physical Sciences
- DEMAIO, Alfred
Custodian I, Facilities & Operations
- DESALVO, Joe
Vocational Credentials: Faculty
Faculty of Auto Collision Technology, Area Vocational Program
- DEVAUX, Jason, J.D. (Washington and Lee University, 1998)
Vocational Credentials: Faculty
Faculty of Criminal Justice, Business, Social & Behavioral Sciences
- DIEBALL, Nancy, M.S. (Colorado State University, 1979)
Vocational Credentials: Faculty
Faculty of Accounting, Business, Social & Behavioral Sciences
- DODSON, Susan, A.A. (Pikes Peak Community College, 1996)
Library Technician III, Library
- DOHERTY, Michael, M.L.I.S. (University of Denver, 2007)
Reference/Technical Services Librarian, Library
- DOLAWAY, Theresa L.
Office Manager I, Health, Environmental, Natural & Physical Sciences
- DORK, Thomas
Custodian I, Facilities & Operations
- DORRIS, Susan, B.S. (North Park College, 1976)
Vocational Credentials: Faculty
Faculty of Nursing, Health, Environmental, Natural & Physical Sciences

- DUNCAN, Carrie
Early Childhood Educator I, Child Development Center
- DUNN, Steven
Administrative Assistant II, Bookstore
- ECHEVARRIA, Jean, M.A. (Colorado State University, 1989)
Faculty of English Language Institute, Mathematics & Languages
- ELLARD, Cheryl, B.A. (Iowa Wesleyan College, 1975)
Administrative Assistant III, Learning Assistance Center
- ELLIOTT, Jody
Early Childhood Educator I, Child Development Center
- ELTHORP, Michele A., A.S. (Pikes Peak Community College, 1997)
Early Childhood Educator II, Child Development Center
- ENSMAN, Kay, A.A. (Pikes Peak Community College, 2003)
Accounting Technician III, Financial Services
- ENSMINGER, Michael, B.S. (Colorado Christian University, 1996)
Vocational Credentials: Faculty, Colorado Type C Certificate
Assistant Professor of Criminal Justice, Business, Social & Behavioral
Sciences and Area Vocational Program
- ESPINOZA, Claude, A.A.S. (Pikes Peak Community College, 2002)
Administrative Assistant II, Enrollment Services
- ESPINOSA, Jose
Custodian I, Facilities and Operations
- ETAUGH, Heather, A.A.S. (Pikes Peak Community College, 2005)
Administrative Assistant II, Department of Public Safety
- EVERETT, Jami, A.G.S. (Pikes Peak Community College, 2003)
IT Professional II, Information Technology Support Services
- FAMBROUGH, Scott
Vocational Credentials: Faculty
Faculty of Electronics, Communications, Humanities, & Technical Studies
- FERGUSON, Michael, A.A. (Pikes Peak Community College, 2009)
Administrative Assistant II, Business, Social & Behavioral Sciences
- FIGUERA-CLARKE, Emma, A.A.S. (Pikes Peak Community College, 1995)
Early Childhood Educator I, Child Development Center
- FIGURSKI, Tiphonie, B.A. (Kansas State University, 1989)
Early Childhood Educator I, Child Development Center
- FINCH, Paul, M.A. (University of Oklahoma, 2005)
Faculty of English, Mathematics & Languages
- FISH, Kelly, M.A. (University of California, 1980)
Faculty of Reading, Mathematics & Languages
- FLORA, Russell L., M.A. (Rutgers University, 1972)
Professor of Economics, Business, Social & Behavioral Sciences
- FONTES, Benjamin L.
Sales Manager I, Bookstore
- FORCE, Jeffery, B.A. (University of Maryland, 1986)
Vocational Credentials: Faculty
EMS Program Director, Health, Environmental, Natural & Physical Sciences
- FOSTER, John
Administrative Assistant III, Business, Social & Behavioral Sciences
- FOSTER, Nathan
General Labor I, Facilities & Operations
- FRAZIER, Steve
Custodian I, Facilities & Operations
- FUNDEL, Crystal
Early Childhood Educator I, Child Development Center
- FURAU, Vicki M.
General Professional II, Veterans Affairs, Enrollment Services
- GAGNON, Catherine, M.S.N. (University of Phoenix, 2000)
Vocational Credentials: Faculty
Faculty of Nursing, Health, Environmental, Natural & Physical Sciences
- GAITERS-JORDAN, Jacquelyn, M.A. (University of Colorado, 2005)
Faculty of English, Mathematics & Languages
- GANARD, Maria
Early Childhood Educator I, Child Development Center
- GARCIA, Sylvia, B.A. (University of Denver, 1974)
General Professional II, Enrollment Services
- GARNER, Linda
Early Childhood Educator I, Child Development Center
- GARRELS, Ryan
Police Officer II, Public Safety
- GENSCHORCK, Laura A., A.G.S. (Pikes Peak Community College, 1995)
General Professional II, Human Resource Services
- GENTZEL, Bonnie
Administrative Assistant II, Health, Environmental, Natural & Physical
Sciences
- GERTH, Carolynn, A.A.S. (Pikes Peak Community College, 2003)
Accounting Technician III, Bookstore
- GERVELL, Patricia, B.S. (Regis University, 1997)
Accountant II, Financial Services
- GIDDINGS, Larry A., M.A. (Humboldt State University, 1989)
Faculty of English, Mathematics & Languages
- GOLD, Steven, M.S. (University of Phoenix, 2004)
OASIS\CAC Assistant Coordinator, Office of Accommodative Services &
Instructional Support
- GOODMAN, Quanetta, A.A.S. (Pikes Peak Community College, 1999)
Early Childhood Educator I, Lead Teacher, Child Development Center
- Grace, Gayle, B.M. (Friends University, 1974)
Faculty of Music, Communications, Humanities, & Technical Studies
- GRAVES, Barbara, M.A. (University of Maryland, 1982)
Associate Dean, Mathematics & Languages
- GRIFFIN, Timothy, Ph.D. (University of Wisconsin, 1983)
Executive Director of Strategy Management
- GRUSING, Barbara, A.A. (Pikes Peak Community College, 1992)
Accounting Tech III, Financial Services
- HAMILTON, Will, B.S. (Colorado State University, 2005)
Police Officer I, Public Safety
- HANRATTY, Margaret, M.A. (University of Minnesota, 1996)
Faculty of English, Mathematics & Languages
- HARPER, Shelley, M.S.I.S. (University of Texas, 2004)
Reference Librarian, Library
- HARRIS, Chelsy, M.Ed. (Xavier University, 2005)
Vocational Credentials: Faculty
Director of Area Vocational Program
- HARTMAN, Tamara, A.A.S. (Pikes Peak Community College, 1984)
General Professional III, Human Resource Services
- HASTINGS, Rudy
Structural Trades I, Facilities & Operations
- HAWKE, Marguerite, B.S. (Regis University, 2002)
Testing Center Coordinator, Administrative Services
- HAWKINS, Tiffany, A.A.S. (Pikes Peak Community College, 2008)
Administrative Assistant II, Testing Center
- HAYES, David, A.A.S. (Pikes Peak Community College, 2005)
Web Content Administrator, Information Technology Support Services
- HAYNES, Jayme, B.S.N. (University of Colorado, 2002)
Vocational Credentials: Faculty
Faculty of Nursing, Health, Environmental, Natural & Physical Sciences
- HAZEL, Julie, B.A. (University of Colorado, 2000)
Assistant to the Vice President for Educational Services
- HAZEL-DESTEFANO, Jeannie, A.A.S. (Pikes Peak Community College, 1998)
Vocational Credentials: Faculty
Program Assistant I, Office of Accommodative Service & Instructional Support
- HEFLIN, Nanette
General Professional II, Marketing & Communications
- HEIDINGER, Anna, M.A. (University of Denver, 2009)
Advisor, Career Planning & Advising
- HEMESATH, Michael, A.G.S. (Pikes Peak Community College, 1999)
IT Technician II, Information Technology Support Services
- HENDERSON, Robert, M.A. (University of California at Los Angeles, 1970)
Professor of Biology, Health, Environmental, Natural & Physical Sciences
- HENRICH, Cathy, M.A. (University of Connecticut, 1981)
Faculty of Literature, Mathematics & Languages

- HERNANDEZ, Ernesto, M.S. (Colorado State University, 1992)
Faculty of Biology, Health, Environmental, Natural & Physical Sciences
- HERRAEZ, Juan-Carlos, M.S. (University of Southern Colorado, 1995)
Assistant Professor of Chemistry, Health, Environmental, Natural & Physical Sciences
- HERRERA, Christopher
General Labor I, Facilities & Operations
- HERRON, Alfred
Custodian I, Facilities & Operations
- HICKS, Rebecca, M.Ed. (Marymount University, 1995)
Faculty of English Language Institute, Mathematics & Languages
- HIDROGO, Laura, A.G.S. (Pikes Peak Community College, 2004)
Administrative Assistant III, Enrollment Services
- HIJAR, Cynthia
Office Manager I, Communications, Humanities & Technical Studies
- HILTE, Kenith, M.S. (Troy State University, 2000)
Vocational Credentials: Faculty
Director of Public Safety
- HINO, Gary, A.A.S. (Pikes Peak Community College, 1992)
Vocational Credentials: Faculty
Faculty of Culinary Arts, Area Vocational Program
- HINOSTROZA, Freddy
Custodian II, Facilities & Operations
- HO, Sandy, A.S. (Pikes Peak Community College, 2007)
Tutoring Supervisor, Student Services/Learning Assistance
- HOGG, Sharon, B.S. (Slippery Rock State College, 1978)
Vocational Credentials: Faculty
Faculty of Radio & Television, Communications, Humanities & Technical Studies
- HOGUE, Eileen, M.S. (Colorado Technical University, 2005)
Director, Auxiliary & Business Services
- HOLLER, Richard
Electronics Specialist II, Communications, Humanities, & Technical Studies
- HOLLIS-BROWN, Lisa, B.A. (St. John's College, 1992)
Faculty of Biology, Health, Environmental, Natural & Physical Sciences
- HORNER, Jeffrey, M.A. (New School University, 1974)
Director of Admissions, Testing, Enrollment Services & Records
- HOWELL, Dionne, M.F.A. (Art Institute of Chicago, 2008)
Faculty of English, Mathematics & Languages
- HUDSON, Robert, A.A.S. (Pikes Peak Community College, 1990)
Vocational Credentials: Faculty
Faculty of Culinary Arts, Business, Social & Behavioral Sciences
- HUGHES, Ernest
Computer Assisted Instruction Lab Coordinator, Information Technology Support Services
- HUGHES, Eddie, B.A. (Colorado State University, 1982)
Multi-Cultural Retention Specialist, Student Support Services
- HULL, Misty, M.A. (Colorado Christian University, 2001)
Faculty of Psychology, Business, Social & Behavioral Sciences
- HUMPHREY, Twila, A.G.S. (Pikes Peak Community College, 2004)
General Professional II, Enrollment Services
- HURD, Beth, A.A.S. (Mt. San Jacinto Community College, 1994)
Administrative Assistant II, Campus Life
- HURRELL, Dennis
Materials Handler II, Bookstore
- HURRELL, Rockie
General Professional IV, Contracting & Purchasing
- HYDE, ReeAnn, M.A. (Fuller Theological Seminary, 1997)
Administrative Assistant II, Enrollment Services-Records
- INZER, Lonnie D., M.L.S. (Fort Hayes State University, 2004)
Vocational Credentials: Faculty
Associate Dean, Business, Social & Behavioral Sciences
Coordinator of Fire Science & Homeland Security Emergency Management Programs, Business, Social & Behavioral Sciences
- IZOLD, Colleen
Administrative Assistant II, Testing Center
- IZOLD, Mark, M.S. (Ohio State University, 1993)
Faculty of Geology and Astronomy, Health, Environmental, Natural & Physical Sciences
- JACOBSON, Chad, A.A.S. (Pikes Peak Community College, 2006)
Sales Manager I, Bookstore
- JENSEN, JoAnna, M.S. (Florida Atlantic University, 2004)
Vocational Credentials: Faculty
Faculty of Nursing, Health, Environmental, Natural & Physical Sciences
- JENT, Tom
Production III, Publications & Printing
- JERGENS, Troy
Vocational Credentials: Faculty
Faculty of Diesel Power Mechanics, Communications, Humanities, & Technical Studies
- JIMENEZ, Davina
Administrative Assistant III, Financial Aid
- JOBE, Danen, M.F.A. (University of Arkansas, 2007)
Faculty of English, Mathematics & Languages
- JOHANNSEN, Sandra, M.Ed. (University of Virginia, 1977)
Crisis Counselor, Student Crisis Counseling Office
- JOHNSON, Janele, M.A. (Oklahoma State University, 1988)
Faculty of English, Mathematics & Languages
- JOHNSON, Leonardo
IT Technician I, Information Technology Support Services
- JOHNSON, Kristen, M.S.E.D. (Purdue University, 2003)
Faculty of Biology, Health, Environmental, Natural & Physical Sciences
- JONAS-MORRISON, Carol, M.S. (New Mexico Institute of Mining & Technology, 1993)
Dean of Mathematics & Languages
- JUEL, Jamie
Administrative Assistant III, Financial Aid
- KAMILAR, Cindy, Ph.D. (University of Miami, 1993)
Professor of Psychology, Business, Social & Behavioral Sciences
- KELLER, Shae L., B.A. (Regis University, 2005)
General Professional II, Contracting & Purchasing Department
- KELLY, Thomas E., M.Ed. (Lesley University, 1995)
Vocational Credentials: Faculty
Associate Professor of Architecture, Communications, Humanities, & Technical Studies
- KILGORE, Doyle
Police Officer I, Public Safety
- KIM, Su Il, Ph.D. (McMaster University, 1985)
Faculty of Anthropology, Business, Social & Behavioral Science
- KIMBRELL, Judith, B.A. (Hillsdale College, 1996)
Faculty of Art/Photography, Communications, Humanities, & Technical Studies
- KING, Mark, M.A. (New Mexico State University, 1998)
Faculty of English, Mathematics & Languages
- KINKEL, Anthony (Tony) G., Ed.D. (University of Minnesota, 1998)
President
- KIPP, Ashley, B.A. (Colorado College, 2003)
Accommodative Testing Specialist, Office of Accommodative Services
- KLATASKA, Rickey K., A.A. (Pikes Peak Community College, 1999)
Police Officer I, Public Safety
- KLISMET, Peter, M.P.A. (University of Southern California, 1979)
Vocational Credentials: Faculty
Associate Professor of Criminal Justice, Business, Social & Behavioral Sciences
- KNIGHT, Dana
Administrative Assistant II, Business, Social & Behavioral Sciences
- KORT, Judy, M.Ed. (National College of Education, 1977)
Learning Disabilities Specialist, Office of Accommodative Services & Instructional Support
- KOSKI, Christine
Child Care Aide Child, Child Development Center

- KOSTER, Michele, A.A.S. (Pikes Peak Community College, 2005)
Vocational Credentials: Faculty
Faculty of Computer Aided Drafting, Communications, Humanities & Technical Studies
- KRAUSE, Steven
Equipment Mechanic II, Facilities & Operations
- KROUGH, Cynthia D.
Administrative Assistant III, Enrollment Services
- KRUGER, Cecilia, A.A.S. (Pikes Peak Community College, 2003)
Administrative Assistant III, Mathematics & Languages
- KRZEMIEN, Gayle, Ph.D. (Colorado State University, 2003)
Faculty of Mathematics, Mathematics & Languages
- KUEHN, Frank, M.A. (University of Kansas, 1975)
Vocational Credentials: Faculty
Faculty of Computer Information Systems, Business, Social & Behavioral Sciences
- KUNZE, Meg
Sales Assistant I, Bookstore
- LABATE, Fabrizio, A.A.S. (Pikes Peak Community College, 2001)
Vocational Credentials: Faculty
Web Services Manager, Information Technology Support Services
- LABELLE, Michele, B.A. (University of North Florida, 1999)
Administrative Assistant II, Human Resource Services
- LAGLE, Richard
Pipe Trades I, Facilities & Operations
- LAIRD, Robert P., Jr.
Pipe/Mechanic Trades III, Facilities & Operations
- LANGAN, Lynn, A.A.S. (Pikes Peak Community College, 1992)
Accounting Technician III, Financial Services
- LANOUE, Katherine
Administrative Assistant II, Communications, Humanities & Technical Studies
- LARISH, Ruth-Ann, M.A. (Colorado College, 2001)
Vocational Credentials: Faculty
Faculty of Natural Resources, Health, Environmental, Natural & Physical Sciences
- LARROQUETTE, Linda S., A.G.S. (Pikes Peak Community College, 1995)
Program Assistant I, Child Development Center
- LAVERTY, Linda
Accounting Technician I, Financial Services
- LAWSON, Cathryn, M.A. (University of Delaware, 2000)
Faculty of English, Mathematics & Languages
- LAWTON, David, M.S. (National Defense University, 1998)
Faculty of Mathematics, Mathematics & Languages
- LEE, Vicki
Material Handler II, Communications, Humanities & Technical Studies
- LEITHEISER, Bill, M.A. (US Naval War College, 1996)
Recruitment Specialist, Marketing, Recruiting & Communications
- LEMA, Melissa, M.S. (Northern Arizona University, 2001)
Vocational Credentials: Faculty
Faculty of Biology, Health, Environment, Natural & Physical Sciences
- LEWIS, Regina, M.A. (University of Colorado, 2001)
Faculty of Communication, Communications, Humanities & Technical Studies
- LICHT, Deborah, Ph.D. (Harvard University, 2001)
Faculty of Psychology, Business, Social & Behavioral Sciences
- LIKINS, Andrew R., M.A. (Azusa Pacific University, 2001)
English Language Institute Assistant, Mathematics & Languages
- LINDENMIER, Jeff
IT Technician I, Information Technology Support Services
- LINDSAY-BRISBIN, Melanie, M.S.W. (Hunter College of the City University of NY, 1987)
LCSW Credentialed
Coordinator of Student Crisis Counseling Office, Student Services
- LIONEL, Jonathan, B.A. (University of California at San Diego, 1992)
Supplemental Services Assistant, Area Vocational Program
- LOBDELL, Deborah, A.A.S. (Pikes Peak Community College, 1986)
Administrative Assistant III, Enrollment Services
- LONG, Stephanie, A.A.S. (Pueblo Community College, 1993)
Data Professional, Strategy Management
- LUCERO, Cleo
Material Handler I, Communications, Humanities & Technical Studies
- LUCKENBAUGH, Carolyn, B.S. (Regis University, 1991)
Accountant III, Financial Services
- LUCKENBAUGH, James
Technician IV, Facilities & Operations
- LYLE, Nanette, A.A.S. (Pikes Peak Community College, 1987)
Administrative Assistant III, Facilities & Operations
- LYONS, Geraldine
Accountant I, Financial Services/Cashiers – Accounts Receivable
- MACDONALD, Sondra
Accounting Technician I, Financial Services
- MADDEN, Jane, M.S.N. (Saint Louis University, 1981)
Vocational Credentials: Faculty
Professor of Nursing, Health, Environmental, Natural & Physical Sciences
- MADSON, Michael, M.S. (Mississippi State University, 2000)
Vocational Credentials: Faculty
Faculty of Geology, Health, Environmental, Natural & Physical Sciences
- MAGNUSON, Joseph, A.A.S. (Pikes Peak Community College, 1983)
Vocational Credentials: Faculty, Colorado Type C Certificate
Faculty of Automotive Technology, Communications, Humanities, & Technical Studies
- MAHAN, Shawna, M.S. (University of Colorado, 1995)
Assistant Professor of Mathematics, Mathematics & Languages
- MALONE, William, M.M. (New England Conservatory of Music, 1980)
Faculty of Music, Communications, Humanities, & Technical Studies
- MALUIA, Vaalele
Police Officer I, Public Safety
- MANNERING, Scott, A.A.S. (Pikes Peak Community College, 1997)
Vocational Credentials: Faculty
Faculty of Welding, Communications, Humanities, & Technical Studies
- MARSHALL, Rebecca, M.B.A. (Colorado Technical University, 2001)
Data Professional, Strategy Management
- MARTIN, Paul, A.A.S. (Pikes Peak Community College, 2001)
IT Technician II, Information Technology Support Services
- MARTINEZ, Mirna
Custodian I, Facilities & Operations
- MARTINEZ, Nancy
General Professional III, Facilities & Operations
- MARTINEZ, Nick
Custodian I, Facilities & Operations
- MATTHEWS, Adam, B.S. (Ithaca College, 1998)
Vocational Credentials: Faculty
Faculty of Radio & Television, Communications, Humanities & Technical Studies
- MAYER, Kimberly
Administrative Assistant III, Financial Aid
- MAZZA, Tim, A.A. (Trinidad State Junior College, 1981)
Administrative Assistant II, Contracting & Purchasing
- MCADAMS, Rieko, M.A. (University of Colorado, 1997)
Faculty of Japanese, Communications, Humanities, & Technical Studies
- MCALPINE, Kenneth
Vocational Credentials: Faculty
Faculty of Criminal Justice, Area Vocational Program
- MCCABE, Michael
Faculty of Fire Science Technology, Business, Social & Behavioral Sciences
- MCCLOSKEY, Emily, A.A. (Colorado Mountain College, 2009)
Early Childhood Educator I, Child Development Center
- MCCONE, Yaleni
Custodian I, Facilities & Operations
- MCCULLOUGH, Michael, B.A. (Regis University, 2000)
IT Asset Management & Software Compliance Coordinator, Information Technology Support Services

- MCCULLOUGH, Sherri, M.A. (Regis University, 2001)
Director of Financial Aid, Enrollment Services/Financial Aid
- MCDONNELL, Alicia
Administrative Assistant II, Testing Center
- MCGOVERN, William
IT Technician II, Information Technology Support Services
- MCKEAN, Ann, M.F.A. (Fort Hays State University, 1999)
Faculty of Art, Communications, Humanities & Technical Studies
- MCMULLEN, Robert W., Ph.D. (Utah State University, 1984)
Professor of Biology, Health, Environmental, Natural & Physical Sciences
- MEHLHOSE, Greg, B.S. (University of Missouri, 1999)
IT Professional II, Information Technology Support Services
- MEIER, Jennifer, B.A. (University of Iowa, 2004)
Coordinator of Campus Activities, Campus Life
- MEIGS, Stephanie, B.A. (Western State College of Colorado, 2009)
Administrative Assistant II, Enrollment Services-Records
- MEIKLEJOHN, Nancy, M.A. (University of Colorado, 2002)
Vocational Credentials: Faculty
Faculty of Computer Information Systems, Business, Social & Behavioral Sciences
- MERSON, Michael, B.S. (Colorado State University, 2004)
Faculty of Criminal Justice, Business, Social & Behavioral Sciences
- MEYER, Sharon, M.B.A. (University of Colorado, 1989)
Vocational Credentials: Faculty
Faculty of Business Management, Business, Social & Behavioral Sciences
- MICHAEL, Jane, Ph.D. (University of Denver, 2000)
Faculty of Communication, Communication, Humanities & Technical Studies
- MIELKE, Patricia
Accounting Technician III, Financial Services
- MILLER, Graydon, M.A.L. (University of Texas at Austin, 1996)
Head of Reference Services, Library
- MILLER, Sandra, M.A. (University of Northern Colorado, 1971)
Faculty of English, Mathematics & Languages
- MILLER, Sylva, M.S. (Utah State University, 2001)
Faculty of English, Mathematics & Languages
- MILLER-WILKES, Tammy, B.S. (Mercy College, 1994)
Early Childhood Educator I, Child Development Center
- MISKELL, Ronald
Police Officer III, Public Safety
- MOLINA, Doris
Administrative Assistant II, Area Vocational Program
- MONAGHAN, Joanne, A.A.S. (Pikes Peak Community College, 1990)
Program Assistant I, Auxiliary Services
- MONTGOMERY, Anne, M.S. (University of Oklahoma, 1987)
Faculty of Biology, Health, Environmental, Natural & Physical Sciences
- MORGAN, Lori E., B.S. (University of Colorado, 2001)
Vocational Credentials: Faculty
Clinical Coordinator, Emergency Medical Services, Health, Environmental, Natural & Physical Sciences
- MORRIS, Kenneth, M.P.A. (University of Colorado, 1989)
Vocational Credentials: Faculty
Faculty of Criminal Justice, Business, Social & Behavioral Sciences
- MOSS, Kristina, B.A. (Regis University, 2007)
General Professional II, Enrollment Services/Financial Aid
- MOTTON, Sheila, A.A. (Pikes Peak Community College, 2005)
Administrative Assistant III, Enrollment Services, Admissions
- MULLIKEN, Taffy H., M.A.T. (Colorado College, 1992)
Dean of Communications, Humanities, & Technical Studies
- MURCH, Charles, M.S. (University of Missouri, 1962)
Faculty of Astronomy, Health, Environmental, Natural & Physical Sciences
- MURPHY, Dawn, M.S. (Texan Woman's University, 2000)
Faculty of Nursing, Health, Environmental, Natural & Physical Sciences
- MYERS, Cindy, A.A. (Pikes Peak Community College, 2004)
Administrative Assistant III, Library
- NATALI, Dennis, M.S. (Central Michigan University, 1995)
Vocational Credentials: Faculty
Faculty of Business, Business, Social & Behavioral Sciences
- NEALE-DOWNING, Cynthia, B.S. (Colorado Christian University, 1998)
Vocational Credential: Faculty, Licensed Child Care Center
Director of Child Care Services
- NIFONG, Mary, M.S. (East Carolina University, 1992)
Vocational Credentials: Faculty
Nursing Program Director, Health, Environmental, Natural & Physical Sciences
- NIKOLAI, Gloria, M.A. (University of Colorado, 1992)
Faculty of Sociology, Business, Social & Behavioral Sciences
- NUSEN, Michael, B.S. (University of Southern Colorado)
OASIS/CAC Coordinator
- OLDS, Carole, M.L.S. (Emporia State University, 2004)
Director of Library Services & Educational Effectiveness
- OHLE, Carolyn, M.A. (Webster University, 1990)
Vocational Credentials: Faculty
Faculty of Computer Science, Business, Social & Behavioral Sciences
- OLSEN, Jean, M.A.T. (Western New Mexico University, 1977)
Faculty of Mathematics, Mathematics & Languages
- OLSEN, Richard J., A.A.S. (Pikes Peak Community College, 1986)
LTC Operations I, Facilities & Operations
- OLSON, Robert, B.F.A. (Kansas City Art Institute, 1978)
Vocational Credentials: Faculty
Faculty of Multimedia Graphic Design, Communications, Humanities, & Technical Studies
- OMDAHL, Deborah, B.S. (University of Southern Colorado, 1996)
Administrative Assistant III, Enrollment Services
- ORNDORFF, John A., Jr.
Police Officer II, Public Safety
- ORNDORFF, Laura
Program Assistant I, Learning Assistance Services
- ORTA, Kim, A.A. (Laramie County Community College, 2000)
Vocational Credentials: Faculty
Faculty of Emergency Medical Services, Health, Environmental, Natural & Physical Sciences
- ORTH, Christian
IT Professional IV, Information Technology Support Services
- OSWANDEL, David, B.A. (University of Hawaii, 1988)
Laboratory Coordinator, Health, Environmental, Natural & Physical Sciences
- PACK, Richard, B.S. (University of Utah, 1966)
IT Professional I, Information Technology Support Services
- PADEWAY, Patricia, B.S. (University of Phoenix, 2008)
General Professional II, Human Resource Services
- PAGEL, Teresa, M.A. (University of Colorado, 2000)
Faculty of Humanities, Communications, Humanities & Technical Studies
- PAJO, Lourdes, M.Ed. (Southwest Texas State, 2003)
Faculty of Mathematics, Mathematics & Languages
- PALARINO, Deborah, M.S. (University of Arkansas, 1990)
Vocational Credential: Faculty
Faculty of Early Childhood Education, Business, Social & Behavioral Sciences
- PARADISO, Michael
Vocational Credential: Faculty
Faculty of Culinary Arts, Business, Social & Behavioral Sciences
- PARCHA, Michael, M.A. (Eastern Michigan University, 1990)
Faculty of Mathematics, Mathematics & Languages
- PARENT, Cyrille, M.A. (University of Paris VII, 1995)
Director of Information Technology Support Services
- PARKER, Carol, A.A.S. (Pikes Peak Community College, 2002)
Vocational Credentials: Faculty
Lab Coordinator I, Office of Accommodative Services & Instructional Support
- PARRISH, Renee, A.A.S. (Pikes Peak Community College, 2000)
Program Assistant II, Information Technology Support Service
- PATTERSON, Charles
Custodian I, Facilities & Operations

- PATTERSON, Donnette, M.A. (Hyles-Anderson, 1997)
Vocational Credentials: Faculty
Faculty of Deaf Prep, Communications, Humanities & Technical Studies
- PAULEY, Stephanie, B.S. (University of Southern Colorado, 1997)
Laboratory Coordinator II, Health, Environmental, Natural & Physical Sciences
- PETERSON, Michael
Police Officer I, Public Safety
- PHARRIS, Karey, B.S. (UTSA, 1994)
Learning Services Coordinator/Math Specialist, Student Support Services
- PIERING, Mary, M.A.T. (Colorado State University, 1976)
Faculty of English, Mathematics & Languages
- PIERSON, Jessica
Early Childhood Educator I, Child Development Center
- PLUNKETT, Terrence, M.A. (University of Colorado, 1980)
Director of Financial Services/Controller, Financial Services
- POTES, Brittney, B.A. (California State University, 2005)
Data Specialist, Military & Veterans Programs
- POTTS, David A., A.S. (Pikes Peak Community College, 1978)
Vocational Credentials: Faculty, Colorado Type C Certificate
Faculty of Automotive Technology, Communications, Humanities & Technical Studies
- PRESUHN, Jennifer R., B.A. (University of Wisconsin, 1992)
General Professional II, Enrollment Services
- PRITCHETT-HILLARD, Nichole
Transfer/Transition Coordinator, TRIO Student Support Services
- PRUETT, Julia, M.S. (Colorado State University, 1999)
Faculty of Mathematics, Mathematics & Languages
- PUGH, Michael, A.A. (Pikes Peak Community College, 2009)
Administrative Assistant III, Office of Accommodative Services & Instructional Support
- PURTSCHER, Daniel, M.S. (University Marycrest College, 1985)
Faculty of Reading, Mathematics & Languages
- QUESADA, Edmond D., M.A. (University of Colorado, 1986)
Director of TRIO Student Support Services
- RAINS, Linda, Ph.D. (University of North Dakota, 2009)
Director of Retention, Student Support Services
- RAMALLO, Martha
Faculty of Spanish, Communications, Humanities & Technical Studies
- RAY, Edwin, Ph.D. (University of Washington, 1974)
Vice President for Educational Services
- RAYBORN, Richard, M.S. (Columbia Pacific University, 1992)
Military Academic Advisor, Military Programs
- RAYMOND, Joseph P., A.A.S. (Colorado Technical College, 1976)
Police Officer I, Public Safety
- REDFERN, Mary, A.S. (Pikes Peak Community College, 1992)
Administrative Assistant III, Enrollment Services
- REED, Amy, B.S. (Colorado State University, 1983)
Vocational Credentials: Faculty
Faculty of Dental Assisting, Health, Environmental, Natural & Physical Sciences
- RETTWIESNER, Henry, B.A. (University of Maryland, 1985)
Project Manager/Assistant Director, Facilities & Operations
- RETTWIESNER, Patricia, B.A. (University of Colorado, 1983)
Grant Coordinator, Financial Services
- REYNOLDS, Richard, B.S. (City College of New York, 1974)
Vocational Credentials: Faculty
Faculty of Computer Information Systems, Business, Social & Behavioral Sciences
- RIDDLE, Ken, M.S. (Colorado Technical University, 2000)
Vocational Credentials: Faculty
Faculty of Computer Science, Business, Social & Behavioral Sciences
- RIFE, Julie, A.G.S. (Lamar Community College, 2004)
Program Assistant I, Area Vocational Program
- RIGGS, Whitney, M.Ed. (Iowa State University, 2005)
Advisor, Career Planning & Advising
- RILEY II, Leonard, M.P.A. (University of Colorado, 1991)
Faculty of Political Science, Business, Social & Behavioral Sciences
- RITTER, Crystal, A.A. (Pikes Peak Community College, 2007)
Administrative Assistant II, Health, Environmental, Natural & Physical Sciences
- RIZZI, Paula, M.B.A. (Colorado Technical University, 2009)
General Professional II, Enrollment Services
- ROBERTS, Gary
Sales Assistant I, Bookstore
- ROBERTSON, Donald
Structural Trades II, Facilities & Operations
- ROBINSON, Carol
Administrative Assistant II, Health, Environmental, Natural & Physical Sciences
- ROBINSON, Constance, B.S., B.A. (Regis University, 2004)
Office Manager I, Business, Social & Behavioral Sciences
- ROBINSON, Leonard (Dwayne)
Vocational Credentials: Faculty
Faculty of Auto Collision Repair, Communications, Humanities & Technical Studies
- ROCCO, Jim, A.A.S. (Pikes Peak Community College, 1986)
Police Officer I, Public Safety
- RODRIQUEZ, Anna
Accounting Technician III, Financial Services
- ROLLINS, Diane
Program Assistant II, Office of the Vice President for Educational Services
- ROOT, Sandra
Administrative Assistant III, Enrollment Services
- ROTH, Douglas, M.S. (University of Texas, 1996)
Faculty of Mathematics, Mathematics & Languages
- ROUTH, Lisa, M.A. (California Coast University, 1993)
Faculty of Psychology, Business, Social & Behavioral Sciences
- RUSSELL, Judith, B.A. (University of Northern Colorado, 1986)
Coordinator of Child Development Center – Centennial Campus
- RUSSO, Marilyn, M.S. (College of St. Francis, 1986)
Vocational Credentials: Faculty
Faculty of Nursing, Health, Environmental, Natural & Physical Sciences
- RUYBALID, Andrew
Custodian I, Facilities & Operations
- SALYERS, Carol, B.S. (Colorado State University, 1981)
General Professional II, Marketing & Communications
- SANDMORE, Chris, A.A. (Pikes Peak Community College, 2008)
Administrative Assistant II, Communications, Humanities & Technical Studies
- SANDOVAL, Virginia
Administrative Assistant II, Facilities & Operations
- SCHMIDT, Nick
Sales Manager II, Bookstore
- SCHNEIDER, Chris, A.A.S. (Pikes Peak Community College, 1994)
Program Assistant I, Office of the Vice President for Educational Services
- SCHOFIELD, Robin, M.A. (Arizona State University, 1994)
Faculty of English, Mathematics & Languages
- SCHOOLCRAFT, Deidre, M.A. (University of Northern Colorado, 1992)
Faculty of English, Mathematics & Languages
- SENGENBERGER, Jennifer M., B.A. (Colorado State University, 1982)
Dean of Students, Career Planning & Advising
- SHAFFER, Patricia, B.S. (Regis University, 1994)
Vocational Credentials: Faculty
Faculty of Economics, Business, Social & Behavioral Sciences
- SHAFFER, Susan, A.A.S. (Pikes Peak Community College, 2006)
Administrative Assistant II, Health, Environmental, Natural & Physical Sciences
- SHAW, Daniel, Ph.D. (Northwestern University, 1987)
Faculty of Philosophy, Communications, Humanities & Technical Studies

- SHEARN, Jenna, B.A. (Cornell College, 1989)
Vocational Credentials: Faculty
Faculty of Multimedia Graphic Design, Communications, Humanities, & Technical Studies
- SHERMAN, KELLY, M.A. (Regis University, 2000)
Math & Language Coordinator, Mathematics & Languages
- SHIELDS, Ron, M.S. (University of Northern Colorado, 1997)
Program Coordinator, Military Programs
- SHUMAN, Fred, M.Div. (Illif School of Theology, 1992)
Faculty of Philosophy, Communications, Humanities & Technical Studies
- SIEGELE, Joni, A.A. (Pikes Peak Community College, 2009)
Administrative Assistant II, Mathematics & Languages
- SIMPSON, Michael A., M.S. (University of Colorado, 1988)
Faculty of Computer Science, Business, Social & Behavioral Sciences
- SIVIGNY, Lanae, M.S. (Colorado Technical University, 2010)
Administrative Assistant III, Communications, Humanities, & Technical Studies
- SMITH, Claudia
Arts Professional I, Publications & Printing
- SMITH, Joann
General Professional I, Enrollment Services
- SMITH, Robert, B.S. (Colorado State University, 1991)
Vocational Credentials: Faculty
Associate Dean, Communications, Humanities, & Technical Studies
- SNYDER, Bernard
Custodian I, Facilities & Operations
- SOLANO, Anna, M.A. (University of Colorado, 2002)
Career Counselor/Advisor, Career Planning & Advising, Student Services
- SOUZA, Dawn, B.A. (University of Northern Iowa, 1983)
Director of Campus Life, Assistant Dean of Students
- SPANKS, Jerry, A.A.S. (Pikes Peak Community College, 2001)
Police Officer I, Public Safety
- SPENCER, Carrie, M.A. (University of Colorado, 2001)
Assistant Professor of History, Communications, Humanities & Technical Studies
- SPRAGUE, Myra, M.A. (University of Colorado, 2002)
Coordinator of the Child Care Center – Rampart Range Campus
- STAFFORD, Jenny, M.P.A. (University of Colorado, 2003)
Development Officer, Foundation & Development, President's Office
- STANSBERRY, Michael, M.Div. (Andover Neceston Theological School, 1977)
Professor of Theatre, Communications, Humanities & Technical Studies
- STEEN, Gordon
Electrical Trades II, Facilities & Operations
- STEPHENSON, Eric, M.A. (University of Colorado, 1996)
Faculty of English, Mathematics & Languages
- STEPLETON, Jon, M.B.A. (University of Dayton, 1983)
Executive Director, Foundation Resource & Community Development
- STEWART, Shirley, B.A. (University of Colorado, 1983)
Faculty of Mathematics, Mathematics & Languages
- STOCKWELL, Patricia
Library Technician III, Library
- STRATTON, Pamela, A.A.S. (Pueblo Community College, 1994)
Administrative Assistant II, Enrollment Services
- STREBEL, Charles
Custodian I, Facilities & Operations
- STREBEL, Chera
Accounting Technician III, Financial Services
- STURDEVANT, Katherine, M.A. (San Francisco State University, 1981)
Professor of History, Communications, Humanities, & Technical Studies
- SUTTER, Jennifer, M.A. (University of Wyoming, 1998)
Faculty of English, Mathematics & Languages
- SUE, Nadia, A.A.S. (Pikes Peak Community College, 1990)
Administrative Assistant II, Mathematics & Languages
- SUSTARSIC, March, B.A. (Ohio University, 1998)
Faculty of Spanish, Communications, Humanities, & Technical Studies
- SWANSON, Gina, M.A. (University of Wyoming, 1998)
Faculty of Sociology, Business, Social & Behavioral Sciences
- SWARTZ, Nancy, B.S.Ed. (Taylor University, 1967)
Faculty of Mathematics, Mathematics & Languages
- TAGGART, Jacqueline, Ph.D. (Union Institute and University, 2000)
Vocational Credentials: Faculty
Professor of Business, Business, Social & Behavioral Sciences
- TAMBLYN, Jeffrey D., A.G.S. (Pikes Peak Community College, 1995)
Sales Manager III, Bookstore
- TANAKA, Kathe, B.S. (University of Colorado, 2005)
Administrative Assistant III, Testing Center
- TASTE, Diane, A.A. (Pikes Peak Community College, 1997)
Site Coordinator SCEOC, Financial Aid, Records
- TAYLOR, Alice
Custodian III, Facilities & Operations
- TAYLOR, Kina, A.A. (Pikes Peak Community College, 1999)
Administrative Assistant III, Enrollment Services
- TERRELL, Kendra, A.A.S. (Pikes Peak Community College, 1995)
Early Childhood Educator II, Child Development Center
- THEARD, Cynthia, A.G.S. (Pikes Peak Community College, 2005)
General Professional II, Enrollment Services
- THIRION, Rodney, M.B.A. (Business Administration, 2001)
Vocational Credentials: Faculty
Faculty of Business, Business, Social & Behavioral Sciences
- THORSON, Kathleen M., B.A. (Colorado State University, 1992)
Vocational Credentials: Faculty
Administrative Assistant II, Department of Military & Veterans Programs/
Business, Social & Behavioral Sciences
- THRELFALL, Albert L., M.S. (University of Alabama, 1991)
Professor of Biology, Health, Environmental, Natural & Physical Sciences
- TIERNEY, Geri, B.S.N. (Regis University, 1997)
Vocational Credentials: Faculty
Coordinator of Nursing Simulation Lab, Health, Environmental, Natural & Physical Science
- TIMCO, Lance, M.A. (University of Texas, 2005)
Faculty of Art, Communications, Humanities, & Technical Studies
- TOLLIVER, Gary
Technician III, Facilities & Operations
- TOMRDLE, Jacqueline, B.A. (University of Colorado, 2002)
Vocational Credentials: Faculty
Television Station Manager, Distance Education
- TONER, Cici
General Professional II, Enrollment Services
- TOTAKHAIL, Soraiya E., B.A. (University of Kubul, 1977)
General Professional II, Library
- TOTH, Jessica
Early Childhood Educator I, Child Development Center
- TOTH, Vicki
Early Childhood Educator I, Child Development Center
- TOURJEE, Charlie, A.A.S. (Pikes Peak Community College, 2004)
Dining Services III, Child Development Center
- TRUMBULL, Michael, Ph.D. (The Union Institute Graduate School, 1993)
Faculty of Psychology, Business, Social & Behavioral Sciences
- TRUSSELL, Richard, M.Div. (Pacific Lutheran Theological Seminary, 1982)
Faculty of Philosophy, Communications, Humanities, & Technical Studies
- TUNSON, Sharon, M.A. (University of Phoenix, 1986)
Assistant Director, Area Vocational Program
- VANDUESEN, Abby
Administrative Assistant II, Career Planning & Advising
- VIGIL, Alfred
Materials Handler I, Facilities & Operations
- VIGIL, Gary
Grounds & Nursery III, Facilities & Operations

VOLLEBERG, Edward

Vocational Credentials: Faculty
Structural Trades III, Facilities & Operations

WADMAN, Nathan, B.S. (Colorado State University, 1996)

Vocational Credentials: Faculty
Course Designer, Distance Education

WAGNER, Karen, Ph.D. (University of Toronto, 1995)

Associate Professor of History, Communications, Humanities, & Technical Studies

WAIT, Pamela, B.S.N. (University of Colorado, 2004)

Faculty of Health Sciences, Area Vocational Program

WALTER, Wes, A.G.S. (Columbia College, 1990)

Police Officer III, Public Safety

WALTERS, David, A.A.S. (Pikes Peak Community College, 1996)

Vocational Credentials: Faculty
Faculty of Computer Networking, Business, Social & Behavioral Sciences

WALTH, Stephen, B.A. (University of Colorado, 1972)

Vocational Credentials: Faculty
Faculty of Computer Information Systems, Business, Social & Behavioral Sciences

WATSON, Michael, A.A.S. (Pikes Peak Community College, 2000)

IT Technician II, Information Technology Support Services

WEIXELMAN, Susan, M.A. (University of Colorado, 1975)

Vocational Credential: Faculty
Faculty of Early Childhood Education, Area Vocational Program

WELLESLEY, Fay

Accounting Technician III, Financial Services

WERMERS, Mary Ann, R.N., M.S.N. (St. Louis University, 1970)

Vocational Credentials: Faculty
Dean of Health, Environmental, Natural & Physical Sciences

WESTMOLAND, Melissa, A.A. (Pikes Peak Community College, 2007)

Program Assistant I, Economic & Workforce Development

WHITEMAN, Sylvia, A.A.S. (Pikes Peak Community College, 1993)

Office Manager I, Mathematics & Languages

WILEY, Gwen, M.A. (Pennsylvania State University, 1979)

Faculty of Mathematics, Mathematics & Languages

WILKINSON, Dixie

Data Specialist, Human Resource Services

WILLIS, Debra, A.A. (Blair College, 1999)

Office Manager I, Campus Life

WILSON, Janet, A.A.S. (Pikes Peak Community College, 1991)

Vocational Credentials: Faculty
Faculty of Computer Aided Drafting, Communications, Humanities, & Technical Studies

WILSON, Sally Ann, M.Mus. (Julliard School, 1981)

Faculty of Music, Communications, Humanities, & Technical Studies

WITHEROW, Julie F., M.A. (Ball State University, 1978)

Director of Distance Education

WITT-AGNEW, Sheila

Administrative Assistant III, Distance Education

WOLFE, David, M.A. (University of Tennessee, 1975)

Faculty of Mathematics, Mathematics & Languages

WULF, Gina, A.A. (Pikes Peak Community College, 1999)

Early Childhood Educator I, Child Development Center

WULF, Lincoln, B.A. (Wisconsin State University, 1993)

Career Counselor/Advisor, Career Planning & Advising

WYNN, Andrew

General Labor I, Facilities Maintenance & Operations

YANG, Chia-Chi, M.Ed. (University of Georgia, 2002)

Course Designer, Distance Education

YARBROUGH, Calil, A.G.S. (Pikes Peak Community College, 2008)

Administrative Assistant II, Enrollment Services/Admissions

YEAKLEY, Jay, M.A. (Midwestern State University, 2000)

Faculty of English, Mathematics & Languages

YOUNG, J. Michael, B.S., B.A. (University of Southern Colorado, 1992)

Vice President for Administrative Services

YOUNG, Robin M., B.S., B.A. (University of Southern Colorado, 1993)

Campus Director

ZINCONE, Joyce, B.S. (Wayland Baptist University, 1997)

Disability Specialist, Office of Accommodative Services & Instructional Support

State Board for Community Colleges & Occupational Education

Barbara McKellar, 6th District, Chair

Bernadette Marquez, 1st District, Vice Chair

Patricia A. Erjavec, 3rd District

Wanda Cousar, 5th District

Jennifer Hopkins, 2nd District

Jerry Nickell, 4th District

Ledy Garcia-Eckstein, 1st District

John Trefny, 7th District

Tamra J. Ward, 1st District

Non-Voting Board Members

Michael Milhausen, SFAC Representative

Marie Steinback, SSAC

Colorado Community College System

Nancy McCallin, Ph. D.

Pikes Peak Community College Advisory Council

Bob Baker

Susan Campbell, Chair

Dora Gonzales

Manuel Navarro

Joy Powell

Col. Eugene Smith

Joan L. Lawson

Pikes Peak Community College Catalog Team

Curriculum

Chris Schneider

Publication Coordination

Mark Day & George Sanchez

Layout/Graphic Design

Claudia A. Smith

Cover Design/Illustration

Cover by Azteca Design

Campus Directory

	Centennial Campus	Downtown Studio Campus	Rampart Range Campus
	Room • Phone:	Room • Phone:	Room • Phone:
Administrative Services, Vice President	A-324 • 502-2200		S-202 • 502-2100
Admissions	A-107 • 502-3000	S-100 • 502-3000	S-102 • 502-3000
Area Vocational Program (AVP)	A-220 • 502-3111		
Art Gallery		S-109 • 502-4040	
Articulation, High School	A-220 • 502-3111		
Assessment	A-201a • 502-4045		
Bookstore	B-205 • 502-2665	S-104 • 502-2663	N-101 • 502-2664
Business, Social & Behavioral Sciences Division	F-300 • 502-3300		E-213 • 502-3300
Campus Activities	A-210 • 502-2500	N-106 • 502-2091	S-207 • 502-2091
Campus Center Meeting Rooms	A-210 • 502-2089		
Campus Life Information Desk	A-210 • 502-2522	N-106 • 502-2538	S-207 • 502-2577
Campus Life Main Line	A-210 • 502-2500		
Campus Rentals	A-324 • 502-2333		
Career Planning & Advising Center	A-119 • 502-3232	S-102 • 502-3232	S-101 • 502-3232
Cashier	A-101 • 502-2444	S-100 • 502-2444	S-102 • 502-2444
Child Development Centers	CDC • 502-2323		CDC • 502-2424
Communications, Humanities & Technical Studies Division	F-300 • 502-3200	S-210 • 502-3200	W-119 • 502-3200
Computer Access Center (OASIS)	A-309 • 502-3030	S-126	
Computer Labs	A-300 • 502-2442	N-106a • 502-2443	E-203 • 502-2408
Copy Center	B-234 • 502-2111		
Credit for Prior Learning	A-106 • 502-2052		
Dean of Students	A-117 • 502-2367		
Disability Services, Student (OASIS)	A-115 • 502-3333	S-126 • 502-3333	S-101 • 502-3333
Distance Education	A-209 • 502-3555		
Educational Services, Vice President	A-324 • 502-3100		S-202 • 502-3480
E-news Newsletter@ppcc.edu	A-324 • 502-2022		
English Language Institute	A-229 • 502-3535		
Enrollment Services (Velocity Center)	A-107 • 502-3000	S-100 • 502-3000	S-102 • 502-3000
Financial Aid	A-106 • 502-3000	S-100 • 502-3000	S-102 • 502-3000
Financial Services	A-101 • 502-2300		
First Aid/Medical Assistance	A-100 • 502-2911	S-101 • 502-2911	N-104 • 502-2911
Fitness Center/Gymnasium	A-262 • 502-2555		
Food Services	A-211 • 502-2038		W-103 • 502-2042
Foundation, Resource & Community Development	A-324 • 502-2016		
Health, Environmental, Natural & Physical Sciences Division	F-300 • 502-3400		W-209 • 502-3400
High School Articulation	A-220 • 502-3111		
Human Resource Services	C-202 • 502-2600		
Information Technology Support Services (ITSS)	A-111 • 502-2438	N-105 • 502-2438	E-206 • 502-2438
Computer Labs	A-300 • 502-2442	N-106 • 502-2443	E-203 • 502-2408
Help Desk	A-111 • 502-4800	• 502-4800	• 502-4800
Interpreting Services (Sign Language)	A-115 • 502-3026		
KEPC Radio	A-153 • 502-3166		
Learning Assistance Center (Tutoring)	A-212 • 502-3444	S-102 • 502-3444	S-101 • 502-3444
Library	A-201 • 502-2400		N-201 • 502-2440
Marketing & Communications	A-324 • 502-2019		
Math Labs	A-316 • 502-3250	S-212 • 502-3270	N-204 • 502-3260
Mathematics & Language Division	F-200 • 502-3600		W-119 • 502-3600

	Centennial Campus	Downtown Studio Campus	Rampart Range Campus
	Room • Phone:	Room • Phone:	Room • Phone:
Meadow, The	A-211 • 502-4555		
Military Programs			S-202 • 502-4100
Office of Accommodative Services & Instructional Support (OASIS)	A-115 • 502-3333	S-126 • 502-3333	S-101 • 502-3333
Ombudsman	A-324 • 502-2012		
Pikes Peak Regional Law Enforcement Academy	F-300 • 502-3132		
Post Secondary Enrollment Options (PSEO)/Concurrent Enrollment	A-220 • 502-3111		
President's Office	A-324 • 502-2200		S-202 • 502-2200
Public Safety Administration	A-100 • 502-2900	S-101 • 502-2900	N-106 • 502-2900
Public Safety Emergency Line	A-100 • 502-2911	S-101 • 502-2911	N-106 • 502-2911
Publications & Printing	B-234 • 502-2111		
Reading Center	A-311 • 502-3510		
Records	A-106 • 502-3000	S-100 • 502-3000	S-102 • 502-3000
Recreation & Sports	A-262 • 502-2555		
SkillsUSA	A-220 • 502-3111		
Southern Colorado Educational Opportunity Center (SCEOC)	A-106 • 502-3028		
Student Crisis Counseling Office	C-205 • 502-4689 C-206 • 502-4688	S-126 • 502-4689 • 502-4688	S-207b • 502-4689 • 502-4688
Student Government	A-204 • 502-2104	N-106 • 502-2103	S-207 • 502-2098
Student Services, Vice President (Interim)	A-210 • 502-2083		
Student Support Services/TRiO	A-117 • 502-3222		
Television Station-ITFS (WLX-245)	A-209 • 502-3555		
Testing Center	A-117 • 502-3370	S-102 • 502-3390	S-101 • 502-3380
Transfer from PPCC		S-122 • 502-3237	
Veteran's Affairs	A-107 • 502-2060		
Veteran's Upward Bound	A-116 • 502-4545		
Women's Re-Entry Program	A-201 • 502-4044		
Workforce Training		S-206 • 502-3452	
Writing Centers	A-312 • 502-3510	S-212 • 502-3530	N-202 • 502-3520

Falcon Campus

Bookstore	FN-POD 602 • 502-3820		
Career Planning & Advising	FN-119 • 502-3232		
Cashier	FN-100 • 502-3815		
Disability Services, OASIS	FN-106 • 502-3233 V/TTY		
Enrollment Services	FN-100 • 502-3000		
Faculty Office	FN-POD 600 • 502-3805		
Help Desk	• 502-4800		
Information Technology Support Services Computer Lab	FN-POD 601 • 502-2409		
Math Lab	FN-POD 602 • 502-3850		
Public Safety, EMERGENCY LINE	• 502-2911		
Public Safety, Department of	FN-106 • 502-2900		
Records	FN-109 • 502-3000		
Testing Center	FN-119 • 502-3817		
Writing Center	FN-POD 602 • 502-3840		

Index

A

Academic Fresh Start	20
Academic Honesty	26
Academic Honors	21
Academic Probation/Suspension/Dismissal	20
Academic Standards	18
Accounting	82,123
Accreditation.....	5
Activities, Campus Life.....	37
Administrative Assistant.....	89
Advancing Academic Achievement	43,124
Adventure Guide.....	124
Agriculture Crops & Soils.....	125
Agriculture Economics	125
AIDS Policy.....	27
Allied Health.....	83
Alternative Delivery Methods/Distance Learning Options	44
American Culture Studies.....	55
American Sign Language.....	125
Animal Science.....	125
Anthropology.....	55,125
Application for Certificate or Degree	21
Arabic	126
Architectural Engineer/Construction Management.....	127
Architectural Technology.....	127
Architecture & Construction Technology	83
Area Vocational Program.....	42
Art/Fine Art Photography.....	56,128
Assessment for Student Success.....	21
Associate of Applied Science (AAS)	80
Associate of Arts (AA).....	51
Associate of General Studies Degree (AGS)	78
Associate of Science Degree (AS)	73
Astronomy.....	132
Athletics	37
Automotive Collision Technology	84,132
Automotive Service Technology.....	134
Automotive Technology/Diesel	85,135
Aviation Technology.....	136

B

Basic Skills Assessment Matrix	13
Biological Sciences	74
Biology.....	137
Books.....	15
Business Administration	87,138
Business & Technology Education	138
Business Transfer.....	57

C

Campus Center	37
Campus Crime & Security Report.....	29
Campus Directory	227
Campus Life	37
Career & Technical Education Programs	8
Career Planning & Advising Center	32
CCC Online (Sections C11, C21)	44
Certificates of Achievement	79

Change of Major/Program	18
Chemistry	74,139
Child Development Centers	32
Cisco Certified Network Associate.....	91
Class Schedule.....	12
Classroom Attendance Procedure	26
Clinical Office Assistant.....	104
College Administrative Staff	217
College Calendar	10
College Facilities, Use of.....	8
College Opportunity Fund (COF).....	3,6,14
College Preparatory Programs	43
Communication.....	57,139
Computer Aided Drafting (CAD)	91,140
Computer Information Systems.....	92,141
Computer & Networking Technology	93,143
Computer Science	75,144
Computer Web-Based.....	145
Conduct in College Buildings.....	26
Copy Center	32
Counseling	145
Course Descriptions	121
Course Numbering System	116
Credit by Examination	18
Credit for Prior Learning (CPL)	45
Criminal Justice	94,146
Culinary Arts	95,148
Customer Service.....	88

D

Dance.....	58,150
Deaf Prep	151
Degree & Certificate Criteria	42
Degree Eligibility	42
Dental Assisting	97,153
Department of Public Safety.....	32
Developmental Courses.....	116
Diesel Power Mechanics	86,154
Disability Services, Student (OASIS).....	33
Downtown Studio Gallery.....	40
Drugs & Alcohol.....	26

E

Early Childhood Education	59,98,155
Easy Steps to Registration.....	3
Earned Income Credit.....	16
Economic & Workforce Development.....	40
Economics	157
Education.....	157
Educational Services	217
Electronics Technology	99,158
Elementary Education Teacher Preparation	59
Emergencies & Crime Reporting.....	28
Emergency Management & Planning	159
Emergency Medical Service.....	99,159
Employment Opportunities	16
Engineering Graphics Technology	160
English	60,161
English as a Second Language.....	44,162
English Preparatory Program	44
Entrepreneurial	88
Environmental Science.....	163
Environmental Studies	61
Equine Management.....	163

Equine Training	163
Ethnic Studies	163
Executive Assistant	88

F

Facilities Maintenance Technology	100,164
Faculty & Staff.....	218
Farrier Science.....	164
Finance	165
Financial Aid.....	15
Fire Science Technology	101,165
Firearms on Campus	27
Fitness Center.....	37
Foreign Languages	62,170
French.....	169

G

Geographic Information Systems	102,169
Geography.....	62,170
Geology.....	75,171
German	171
Getting Started.....	12
Grade Changes	20
Grading Options.....	19
Grading System.....	18
Graduation Ceremony	21
Graduation Honors	21
Grants	16

H

Health & Wellness.....	171
Health Information Technology.....	102,172
Health Professional	172
Heating, Ventilation, & Air Conditioning.....	100,174
High School Articulation Agreements	43
High School Programs.....	42
History	63,175
History of the College	8
Homeland Security/Emergency Management	103
HOPE Tax Credit.....	16
Horse Training Management.....	176
Hospitality.....	176
House Bill 1023	15
How to Calculate Your GPA	20
Humanities.....	63,176
Hybrid Courses (PPCC)	44

I

ID Cards	37
Independent Study Courses	116
Information Technology Support Services.....	33
Integrated Circuit Fabrication.....	177
Interactive Television (Section 1TV)	44
Interior Design	103,178
International & Multicultural Education	40
International Business.....	88
International Students.....	12
Interpreting Services.....	33
Interpreter Prep Program.....	179
Italian.....	180

J

Japanese 180
Journalism 64,181

K

KEPC Radio 40

L

Learning Assistance Center/Tutoring 34
Library 34
Literature 65,183
Loans 16
Locations & Facilities 9

M

Machining 184
Management 88,185
Manufacturing Technology 185
Marketing 89,186
Math Labs 34
Mathematics 76,186
Mathematics Preparatory Program 43
Maximum Course Load 18
Medical Assistant 101
Medical Office Technology 104,188
Medical Receptionist 105
Medical Transcriptionist 105
Men's Multicultural Retention Program 35
Meteorology 190
Military Programs 45
Mission Statement 9
Multimedia Graphic Design 106,190
Music 66,192

N

Natural Resource Management 80
Natural Resource Technology 107,194
New Students 12
Nondiscrimination Statement 5
Nursing 108,195
Nursing: Registered Nurse 108
Nursing: LPN Advanced Placement 108
Nursing Assistant 109,196

O

OASIS 33
Occupational Safety Technician 197
Outdoor Studies 198
Off Campus Courses 116
Officers of the College 208
Ombudsman 35
Open-Entry/Open-Exit Courses 45
Orientation Program for New Students 35
Outdoor Leadership & Recreation Technology .. 109
Outdoor Studies 197

P

Paralegal 110,197
Para-Professional Education 119
Parking & Traffic Regulations 27
Pharmacy Technician 112,198
Philosophy 66,200
Phlebotomy 105
Physical Education 201
Physical Education & Recreation 204
Physics 76,205
Pikes Peak Regional Law Enforcement
Academy 113,181
Placement Testing 12
Political Science 67,205
Post-Secondary Enrollment Options (PSEO) 43
PPCC Hybrid Classes 44
PPCC Online 44
Pre-Allied Health 77
Pre-Engineering 119
Pre-Med Professions 77
President's Staff 208
Professional Photography 113,200
Professional Writing & Communication 68
Program Directory 48
Proof of Lawful Presence 15
Psychology 69,206
Public Security Management 207
Purpose & Goals 43

R

Radio & Television 114,207
Radiologic Technology 209
Reading 209
Reading Center 35
Reading Preparatory Program 44
Readmit Students 12
Real Estate 90,209
Records 35
Recreation/Sports Clubs 38
Reference & Research Service 35
Refunds/Adjustments 15
Registration 14
Repeated Courses 20
Report of Criminal Offenses 28
Required Disclosures 9
Research Survival Skills 209
Residency Classification Appeals 15
Restricted Attendance 26
Rioting Offenses 28
Russian 209

S

Scholarships 16
Science 209
Secondary Education Teacher Preparation 120
Selected Topics 116
Services for Students 32
Services for the Community 40
Sex Offender Registration 29
Sexual Harassment 26
Sign Language Interpreter Preparation 115
Smoking in College Buildings 27

Social Services Technician 116,210
Social Work Transfer 69
Sociology 70,210
Southern Colorado Educational
Opportunity Center (SCEOC) 35
Southwest Studies 70
Space Science 211
Spanish 211
Standards of Conduct 23
State-Guaranteed Curriculum 116
Student Activity Fees 15
Student Clubs & Organizations 38
Student Complaints/Grievances 25
Student Conduct 23
Student Crisis Counseling Office 35
Student Disciplinary Procedure 23
Student Government 38
Supervision 89

T

Technical 212
Testing Center 36
Theatre 71,212
Transfer Programs 9
Transfer Students 12
Transfer to PPCC 12
TRIO-Student Support Services 36
Tuition 14
Tuition & Fees 14

V

Veterans Affairs Office 36
Veterans Upward Bound 36
Video Conference Classes 44
Vision Statement 9
Visitation Program (Four-year Colleges &
Universities) 37

W

Water & Wastewater Technology 117
Water Quality Management 213
Weekend College 45
Welding 117,214
Wildland Fire Science 118,166
Work Experience Courses 116
Writing Centers 37

Z

Zoo Keeping 119,215

COLLEGE OPPORTUNITY FUND

The College Opportunity Fund (COF) provides a stipend to eligible undergraduate students. The stipend pays a portion of your total in-state tuition. You must apply via the internet at www.CollegeinColorado.org in order to receive this stipend.

TUITION CLASSIFICATION: (Has no effect on admission to the college)

COMPLETE FOR COLORADO RESIDENCY CLASSIFICATION

Please answer the following questions carefully. If appropriate indicate "none" or "not applicable". You may write explanatory notes on this form and/or attach additional sheets as necessary. Use the word "present" for month/year if the date extends to the time you are completing this application. Failure to answer a question may result in your being misclassified. Please contact the Office of Admissions if you need assistance.

CURRENT AGE

If you are under 23:
 YOUR PARENT or
 LEGAL GUARDIAN

and YOU

Dates of continuous physical presence in Colorado.....

mo day yr to mo day yr

mo day yr to mo day yr

Dates of extended absences from Colorado during the last two years.....

mo yr to mo yr

mo yr to mo yr

List the last two years Colorado income taxes have been filed.....

yr and yr

yr and yr

List the last two years of employment or source of income.....

Employer _____ State mo yr to mo yr
 Employer _____ State mo yr to mo yr

Employer _____ State mo yr to mo yr
 Employer _____ State mo yr to mo yr

Date current Colorado Driver's License or Colorado I.D. was issued and number.....

mo yr New # _____
 Renewal

mo yr New # _____
 Renewal

List the last two years of Colorado Motor Vehicle Registration.....

mo yr and mo yr

mo yr and mo yr

Date of Colorado Voter Registration.....

mo yr

mo yr

If you are NOT a U.S. Citizen, please attach a photocopy of your parent's/legal guardian's Visa, I-551 (Resident Alien Card) (both sides) or I-94 (Arrival-Departure Record).

Date of marriage (answer this question only if you will be under the age of 23 by the initial enrollment date). mo yr
 Response to this question is voluntary, will not affect the admission process, and is used only to determine residency status.

If you are active duty military or a dependent of an active duty military service member assigned to a Permanent Change of Station in Colorado, you may be eligible for in-state tuition rates. Contact your Military Base Education Office for documentation.

All items are subject to change without notice.

STUDENTS WHO CLAIM A CHANGE IN TUITION CLASSIFICATION OR EMANCIPATION MUST FILE A PETITION FOR RESIDENCY PRIOR TO REGISTRATION.

I hereby certify that, to the best of my knowledge, the information furnished in this application is true and complete without intent of evasion or misrepresentation. I understand the above information is submitted under penalty of perjury and false or misrepresented data is sufficient cause for tuition reclassification or dismissal.

Student Signature _____

AND Parent or Legal Guardian Signature if applicant is under 18 _____

Date _____

Institutions using this application form do not discriminate on the basis of race, color, national origin, sex, age, or disability in admission or access to, or treatment or employment in its educational programs or activities. Inquiries concerning Title VI, Title IX, and Section 504 may be referred to the affirmative action officer of the institution to which you are applying.

THANK YOU FOR YOUR INTEREST IN OUR COLLEGE

COLORADO COMMUNITY
COLLEGE SYSTEM





PIKES PEAK
COMMUNITY COLLEGE
Culinary

PIKES PEAK
COMMUNITY COLLEGE
Culinary Arts

PIKES PEAK
COMMUNITY COLLEGE
Culinary

PIKES
 **PEAK**
COMMUNITY
COLLEGE

ppcc.edu