

# Course Descriptions



### Course Numbers

Course designations consist of a three-letter prefix, a number and the course title. The three-letter prefix indicates the academic or technical discipline. The number designation, however, does not necessarily designate the level of the course.

### Course Hours and Credits

Following the prefix number and the course title are the numbers of lecture, laboratory and credit hours.

The number of lecture hours per class and/or the number of laboratory hours per class each week combine to make up the total contact hours required for the class each week. Contact hours are the total of the lecture and lab hours.

### Prerequisites

If any prerequisites are required before enrolling in a course, such prerequisites will be identified following the course description. Students must earn a grade of "C" or better in the prerequisite course.

### Course Abbreviations

<b>ACC</b>	Accounting	<b>HSS</b>	Humanities
<b>ACR</b>	Air Conditioning	<b>IDS</b>	Interdisciplinary Studies
<b>AET</b>	Drafting & Design	<b>IET</b>	Industrial Engineering Technology
<b>AHS</b>	Allied Health Service	<b>IST</b>	Info. Systems Technology
<b>ANT</b>	Anthropology	<b>MAT</b>	Mathematics
<b>AOT</b>	Administrative Office Technology	<b>MGT</b>	Management
<b>ART</b>	Art	<b>MKT</b>	Marketing
<b>AUT</b>	Auto Mechanics	<b>MTT</b>	Machine Tool Technology
<b>BAF</b>	Finance	<b>MUS</b>	Music
<b>BIO</b>	Biological Science	<b>PHS</b>	Physical Science
<b>BUS</b>	Business	<b>PHY</b>	Physics
<b>CHM</b>	Chemistry	<b>PNR</b>	Practical Nursing
<b>COS</b>	Cosmetology	<b>PSC</b>	Political Science
<b>CPT</b>	Computer Technology	<b>PSY</b>	Psychology
<b>CRJ</b>	Criminal Justice	<b>REL</b>	Religion
<b>ECD</b>	Early Childhood Development	<b>RDG</b>	Reading
<b>ECO</b>	Economics	<b>SOC</b>	Sociology
<b>EEM</b>	Electricity/Electronics	<b>SPA</b>	Spanish
<b>EGR</b>	Safety	<b>SPC</b>	Speech
<b>EGT</b>	Drafting	<b>THE</b>	Theatre
<b>ENG</b>	English	<b>WLD</b>	Welding
<b>FRE</b>	French		
<b>GER</b>	German		
<b>HIS</b>	History		

Course No.	Course Title	Lecture-Lab-Credit
ACC 101	Accounting Principles I	(3-0-3)
	This course introduces basic accounting procedures for analyzing, recording and summarizing financial transactions, adjusting and closing the financial records at the end of the accounting cycle and preparing financial statements. (Prerequisite: COMPASS math score $\geq$ 40 or MAT 032 $\geq$ C)	
ACC 102	Accounting Principles II	(3-0-3)
	This course emphasizes managerial accounting theory and practice in basic accounting and procedures for cost accounting, budgeting, cost-volume analysis and financial statement analysis. (Prerequisite: $\geq$ C in ACC 101)	
ACC 111	Accounting Concepts	(3-0-3)
	This course is a study of the principles of the basic accounting functions – collecting, recording, analyzing, and reporting information.	
ACC 240	Computerized Accounting	(3-0-3)
	This course is a study of using the computer to design and implement various accounting functions, including financial transactions, records, statements, reports and documents. (Prerequisite: $\geq$ C in ACC 101)	
ACR 101	Fundamentals of Refrigeration	(4.5-1.5-5)
	This course covers the refrigeration cycle, refrigerants pressure, temperature relationship and system components.	
ACR 106	Basic Electricity for HVAC/R	(3-3-4)
	This course includes a basic study of electricity, including Ohm's Law and series and parallel circuits as they relate to heating, ventilation, air conditioning and refrigeration systems.	
ACR 107	Wiring Diagrams	(1.5-1.5-2)
	This course covers the basic requirements for interpretation of wiring diagrams used in air conditioning and refrigeration equipment.	
ACR 110	Heating Fundamentals	(3-3-4)
	This course covers the basic concepts of oil, gas, and electric heat, as well as their components and operation. (Prerequisite: $\geq$ C in ACR 101)	
ACR 120	Basic Air Conditioning	(3-3-4)
	This course is a study of various types of air conditioning equipment including electrical components, schematics and service to the refrigerant circuit. (Prerequisite: $\geq$ C in ACR 101)	
ACR 131	Commercial Refrigeration	(2-6-4)
	This course is a study of the maintenance and repair of commercial refrigeration systems. (Prerequisite: ACR 101)	
ACR 140	Automatic Controls	(2-3-3)
	This course is a study of the adjustment, repair and maintenance of a variety of pressure and temperature-sensitive automatic controls. (Prerequisite: ACR 101)	
ACR 206	Advanced Electricity for HVAC/R	(2-0-2)
	This course includes a practical application of electrical and electronic components and circuits used to control HVAC and/or refrigeration systems. (Prerequisite: $\geq$ C in ACR 101, ACR 106, ACR 107)	
ACR 210	Heat Pumps	(3-3-4)
	This course is a study of theory and operational principles of the heat pump. (Prerequisite: $\geq$ C in ACR 101)	

Course No.	Course Title	Lecture-Lab-Credit
site: ACR 101)		
ACR 225	Industrial Air Conditioning	(3-0-3)
This course is a study of compressors, motors, drives, controls, heat exchangers and other components involved in the operation and maintenance of industrial air conditioning equipment. (Prerequisite: $\geq$ C in ACR 101, ACR 106, ACR 107, ACR 110, ACR 120)		
ACR 240	Advanced Automatic Controls	(3-0-3)
This course is a study of pneumatic and electronic controls used in air conditioning and refrigeration. (Prerequisite: $\geq$ C in ACR 101, ACR 106, ACR 107, ACR 140)		
AET 110	Architectural Graphics I	(3-0-3)
This course is an introduction to the skills of architectural manual drafting.		
AET 123	Architectural Drafting	(3-0-3)
This course provides an introduction to the principles of architectural planning and design with an emphasis on residential and light commercial construction. (Prerequisite: $\geq$ C in AET 110)		
AHS 102	Medical Terminology	(3-0-3)
This course covers medical terms, including roots, prefixes, and suffixes, with emphasis on spelling, definition, and pronunciation.		
AHS 138	Medical Coding Basics	(3-0-3)
This course is a study of basic concepts of coding for medical/dental services for the health professions.		
ANT 101	General Anthropology	(3-0-3)
This course is the study of physical and cultural anthropology. This course explores sub-fields of anthropology to examine primatology, human paleontology, human variation, archaeology and ethnology.		
AOT 105	Keyboarding	(3-0-3)
This course focuses on the mastery of keyboarding and formatting principles.		
AOT 110	Document Formatting	(3-0-3)
This course emphasizes speed, accuracy, and developing document formatting skills using keyboarding competencies. (Prerequisite: $\geq$ C in AOT 105)		
AOT 115	Medical Office Terminology	(3-0-3)
This course is a study of root derivations of terms and terminology for the medical office.		
AOT 120	Introduction to Machine Transcription	(3-0-3)
This is an introductory machine transcription course which is designed to provide experience in transcribing documents from dictation equipment. (Prerequisite: $\geq$ C in AOT 105)		
AOT 122	Medical Machine Transcription I	(3-0-3)
This course provides experience in transcribing medical documents from dictation equipment. (Prerequisite: $\geq$ C in AOT 110)		
AOT 133	Professional Development	(3-0-3)
This course emphasizes development of personal and professional skills required of an office worker in areas such as projecting a professional image, job-seeking skills, office etiquette, ethics, and time and stress management.		

Course No.	Course Title	Lecture-Lab-Credit
AOT 134	Office Communications	(3-0-3)
This course develops proficiency in proofreading and other specialized applications of communications in the office environment. (Prerequisite: $\geq$ C in AOT 105)		
AOT 141	Office Procedures I	(3-0-3)
This is an introductory course to a variety of office procedures and tasks using business equipment, systems and procedures.		
AOT 143	Office Systems and Procedures	(3-0-3)
This course emphasizes procedures and applications used in the office environment. (Prerequisite: $\geq$ C in AOT 105)		
AOT 163	Information Processing	(3-0-3)
This course introduces the basic concepts of information processing. (Prerequisite: $\geq$ C in AOT 105 or equivalent ability to touch type.)		
AOT 167	Information Processing Applications	(3-0-3)
This course emphasizes applications and features of information processing software. (Prerequisite: $\geq$ C in AOT 105 or equivalent ability to touch type.)		
AOT 252	Medical Systems and Procedures	(3-0-3)
This course emphasizes development of proficiency in integrating skills commonly performed in medical offices. (Prerequisite: $\geq$ C in AOT 122)		
AOT 267	Integrated Information Processing	(3-0-3)
This course covers the application of integrated computer software. (Prerequisite: $\geq$ C in AOT 105 or equivalent ability to touch type.)		
ART 101	Art History and Appreciation	(3-0-3)
This is an introductory course to the history and appreciation of art, including the elements and principles of the visual arts.		
ART 111	Basic Drawing I	(3-0-3)
This course provides an introduction to the materials and basic techniques of drawing.		
AUT 100	Introduction to Automotive Hazardous Materials	(1-0-1)
This course is a basic study of the proper handling of hazardous materials found in automotive service centers. Topics include types of hazardous materials, handling of the materials, and their proper disposal.		
AUT 102	Engine Repair	(3-3-4)
This course is a basic study of the diagnostic procedures used to locate and repair internal engine malfunctions.		
AUT 103	Engine Reconditioning	(2-6-4)
This course is a review of engine fundamentals and overhaul procedures, followed by performance in all areas of engine block preparation, cylinder head preparation, cleaning, specifications, measurements with micrometers, assembly and operation of unit.		
AUT 105	Beginning Engine Repair	(2-6-4)
This course is a basic study of minor engine repairs, including inframe repairs and cylinder head reconditioning.		
AUT 111	Brakes	(2.5-1.5-3)
This course is a study of the fundamentals of hydraulics and brake components in their application to automotive brake systems.		

Course No.	Course Title	Lecture-Lab-Credit
AUT 112	Braking Systems	(26-4)
	This course covers hydroboost power brakes and vacuum power brakes as well as master cylinders and caliper rebuilding.	
AUT 115	Manual Drive Train/Axle	(2-3-3)
	This course is a basic study of clutches, gearing, and manual transmission operation, including the basic study of rear axles and rear axle set up.	
AUT 121	Suspension and Steering	(2-3-3)
	This course covers the fundamentals of suspension and steering systems, including struts, springs, shock absorbers, stabilizers, ball joints and related parts.	
AUT 131	Electrical Systems	(2-3-3)
	This course is a study of the individual systems and components that, when combined, form the entire automobile electrical system. The course includes starting and charging systems, ignition, engine, chassis and accessory systems, as well as instruction in the proper use of electrical schematics.	
AUT 133	Electrical Fundamentals	(2.5-1.5-3)
	This course is a study of the theories of electricity, including magnetism, series and parallel circuits, Ohm's Law and an introduction to the use of various electrical test equipment.	
AUT 142	Heating and Air Conditioning	(2-3-3)
	This course covers the purpose, construction, operation, diagnosis and repair of automotive ventilation, heating and air conditioning systems of automobiles.	
AUT 146	Emission Systems	(2-3-3)
	This course is a study of the various emission systems currently in use, with emphasis placed on the importance of proper system operation, the effects of improper operation on engine performance and diagnostic equipment.	
AUT 149	Ignition and Fuel Systems	(3-3-4)
	This course is a study of ignition system operation and how it relates to fuel systems for proper engine operation.	
AUT 151	Automotive Transmission/Transaxle	(2-3-3)
	This course is a basic study of automotive transmission and transaxle service, including proper procedures for doing minor transmission and transaxle removal and replacement.	
AUT 152	Automatic Transmission	(3-3-4)
	This course is a basic study of power flow and hydraulics, including torque converter operation.	
AUT 156	Automotive Diagnosis and Repair	(3-3-4)
	This is a basic course for general diagnostic procedures and minor repairs.	
AUT 159	Tools, Equipment and Reference Manuals	(3-0-3)
	This course is a study of the proper selection, care and use of tools and equipment, including proper use of service and reference manuals and guides.	
AUT 160	Introduction to Automotive Technology	(1-0-1)
	This course is an introduction to the automotive field, including an introduction to the different automotive fields available such as automotive technician, shop foreman, service manager, shop owner, etc.	

Course No.	Course Title	Lecture-Lab-Credit
AUT 161	Introduction to Automotive Maintenance	(1-0-1)
	This course is an introduction into automotive maintenance. Topics will include basic tool usage, shop safety, fluid service, tires, basic electrical and automotive systems theory.	
AUT 162	Personal Automotive Maintenance	(2-3-3)
	This is a basic course in the study of personal care and maintenance of a vehicle for the "do-it-yourself" individual.	
BAF 101	Personal Finance	(3-0-3)
	This course includes the practical applications of concepts and techniques used in managing personal finances. Major areas of study include financial planning, budgeting, credit use, housing, insurance, investments and retirement planning.	
BAF 201	Principles of Finance	(3-0-3)
	This is an introductory course to the field of finance. Monetary and credit systems are examined along with how the demand for funds is met in both the public and private sector.	
BAF 215	Money and Banking	(3-0-3)
	This course is a study of the United States monetary system with special emphasis on the commercial system and the central banking system.	
BCT 101	Introduction to Building Construction	(4-3-5)
	This course is an introduction to residential and light commercial construction, construction terms, tools of the trade and their safe use.	
BCT 102	Fundamentals of Building Construction	(3-3-4)
	This course is a study of framing for residential and light commercial buildings.	
BCT 105	Tool Usage and Safety	(2-0-2)
	This course covers tool skills and their safe use in construction.	
BCT 106	Beginning Woodworking	(1-3-2)
	This course is an introduction to woodworking. The student will have hands on use of hand and power tools such as table saw, jig saw, circular saw, router, joiner, and radial arm saw to complete projects assigned by the instructor.	
BCT 112	Construction Print Reading	(2-0-2)
	This course is a study of residential and light commercial prints.	
BCT 151	Introduction to Residential Plumbing	(3-0-3)
	This course covers plumbing theory as it relates to residential construction.	
BCT 201	Principles of Roof Construction	(3-3-4)
	This course is a study of design and construction of roof systems and roofing materials for residential and light commercial construction.	
BCT 203	Exterior and Interior Finishes	(4-3-5)
	This course is a study of exterior and interior finishes for residential and light commercial buildings.	
BIO 101	Biological Science I	(3-3-4)
	This course is the first of a sequence introducing biology. Topics include the scientific method, basic biochemistry, cell structure and function, cell physiology, cell reproduction and development, Mendelian genetics, population genetics, natural selection, evolution and ecology.	

Course No.	Course Title	Lecture-Lab-Credit
BIO 102	Biological Science II	(3-3-4)
This is a continuation of introductory biology which includes classification of organisms and structural and functional considerations of all kingdoms (particularly major phyla as well as viruses). Vertebrate animals and vascular plants are emphasized. (Prerequisite: $\geq$ C in BIO 101)		
BIO 210	Anatomy and Physiology I	(3-3-4)
This is the first in a sequence of courses including an intensive coverage of the body as an integrated whole. All body systems are studied. (Prerequisite: COMPASS pre-algebra score $\geq$ 40 or $\geq$ c* in MAT 032)		
BIO 211	Anatomy and Physiology II	(3-3-4)
This is a continuation of a sequence of courses including intensive coverage of the body as an integrated whole. All body systems are studied. (Prerequisite: $\geq$ C in BIO 210)		
BIO 225	Microbiology	(3-3-4)
This is a detailed study of microbiology as it relates to infection and the disease processes of the body. Topics include immunity, epidemiology, medically important microorganisms, and diagnostic procedures for identification. (Prerequisite: $\geq$ C in BIO 210)		
BUS 101	Introduction to Business	(3-0-3)
This course is a study of the nature of business activity in relation to the economic society, including how a business is owned, organized, managed and controlled.		
BUS 110	Entrepreneurship	(3-0-3)
This course is the introduction of starting a small business, including forms of ownership and management.		
BUS 121	Business Law I	(3-0-3)
This course is a study of legal procedures, law and society, classifications and systems of law, the tribunals administering justice and their actions, contracts, sales, transfer of titles, rights and duties of the parties, conditions, and warranties.		
BUS 140	Business Mathematics	(3-0-3)
This course provides applications of business mathematics in the study of discounting, marking up, inventory and insurance. Other topics may include payrolls and commission computations, introductions to stocks and bonds and other accepted business practices.		
BUS 220	Business Ethics	(3-0-3)
This course includes the exploration of ethical issues arising in the context of doing business. Representative topics: employee rights and responsibilities, corporate regulations and rights, discrimination, truth in advertising, employee privacy, environmental exploitation and free enterprise.		
CHM 110	College Chemistry I	(3-3-4)
This is the first course in a sequence which includes the following topics: atomic and molecular structure, nomenclature and equations, properties, reactions and states of matter, stoichiometry, gas laws, solutions and equilibria. (Prerequisite: $\geq$ C in MAT 110)		
CHM 111	College Chemistry II	(3-3-4)
This course is a continuation of the study of atomic and molecular structure, nomenclature and equations, properties, reactions and states of matter, stoichiometry, gas laws, solutions and equilibria. Other topics include kinetics, thermodynamics and electrochemistry. (Prerequisite: $\geq$ C in CHM 110)		

Course No.	Course Title	Lecture-Lab-Credit
COL 103	College Skills	(3-0-3)
This course may include selected topics such as career planning, study skills, stress management, tutoring, group guidance and other subjects to facilitate student success.		
COS 101	Fundamentals of Cosmetology	(3-0-3)
This is an introductory course to the fundamentals of professional ethics, hygiene, good grooming and salesmanship as they relate to the practices of the salon.		
COS 102	Sanitation Procedures	(3-0-3)
This course is a study of the various methods of sanitation used in the salon.		
COS 106	Facials and Makeup	(1-6-3)
This is an introductory course to the procedures for various skin treatments, including anatomy, chemistry and safety.		
COS 108	Nail Care	(1-6-3)
This course is a study of nail structure and manicuring techniques, including anatomy, chemistry and safety.		
COS 110	Scalp and Hair Care	(2-3-3)
This course is a study of the structure and composition of hair, including the analysis and treatment of certain conditions of the hair and scalp.		
COS 112	Shampoo and Rinses	(2-6-4)
This course is a study of procedures and safety precautions in the application of shampoo and rinses.		
COS 114	Hair Shaping	(3-3-4)
This is an introductory course to the techniques of hair shaping. Emphasis is given to the correct use and safety of implements, proper hair sectioning, and various techniques used in hair design in relationship to body structure.		
COS 116	Hairstyling I	(1-9-4)
This course is a study of the fundamentals of hair design, including principles, techniques, safety precautions and chemistry.		
COS 120	Mannequin Practice	(1-6-3)
This course covers cosmetology applications, including hair shaping, chemical waving, hairstyling and hair coloring.		
COS 201	Salon Management	(3-0-3)
This course is a study of salon management, including rules, regulations and codes governing the practice of cosmetology.		
COS 206	Chemical Hair Waving	(1-6-3)
This course is a study of methods of permanently waving the hair, including product, chemistry and safety.		
COS 208	Chemical Hair Relaxing	(1-6-3)
This course is a study of methods of chemically relaxing the basic structure of hair, including product, chemistry and safety.		
COS 210	Hair Coloring	(1-6-3)
This course is a study of the science and art of coloring the hair, including methods, procedures, safety precautions and chemistry.		

Course No.	Course Title	Lecture-Lab-Credit
COS 212	Hair Lightening	(1-6-3)
This course is a study of the lightening of hair, including methods, procedures, safety precautions and chemistry.		
COS 220	Cosmetology Clinical Practice I	(1-6-3)
This course is an integration of cosmetology skills in a simulated salon environment.		
COS 222	Cosmetology Clinical Practice II	(1-6-3)
This course is an integration of cosmetology skills in a simulated salon environment to provide additional practical hours in skill development.		
CPT 101	Introduction to Computers	(3-0-3)
This course covers basic computer history, theory and applications, including word processing, spreadsheets, data bases and the operating system.		
CPT 102	Basic Computer Concepts	(3-0-3)
This course includes the basic use of a computer with an overview of computer terminology and provides a basic foundation in software applications.		
CPT 170	Microcomputer Applications	(3-0-3)
This course introduces microcomputer applications software, including word processing, data bases, spreadsheets, graphs and their integration. (Prerequisite: $\geq$ C in CPT 101)		
CPT 172	Microcomputer Data Base	(3-0-3)
This course introduces microcomputer data base concepts, including generating reports from data bases and creating, maintaining and modifying data bases. (Prerequisite: $\geq$ C in CPT 170)		
CPT 174	Microcomputer Spreadsheets	(3-0-3)
This course introduces the use of spreadsheet software on the microcomputer. Topics include creating, editing, using formulas, using functions and producing graphs. (Prerequisite: $\geq$ C in MAT 101 or equivalent and $\geq$ C in CPT 170)		
CPT 208	Special Topics in Computer Technology	(3-0-3)
This course focuses on changes in computer technology. (Prerequisite: $\geq$ CPT 170)		
CPT 210	Computer Resources Management	(3-0-3)
This course examines the interaction of people, systems, and computers. Strategic management issues unique to the information technology environment are discussed. (Prerequisite: $\geq$ C in CPT 264)		
CPT 242	Database	(3-0-3)
This course introduces database models and the fundamentals of data base design. Topics include database structure, database processing, and application programs which access a data base. (Prerequisite: $\geq$ C in CPT 172)		
CPT 264	Systems and Procedures	(3-0-3)
This course covers the techniques of system analysis, design, development and implementation. (Prerequisite: $\geq$ C in CPT 170)		
CPT 265	Advanced Systems and Procedures	(3-0-3)
This courses uses a complete case study to show the design, development and implementation of a business system. (Prerequisite: $\geq$ C in CPT 264)		
CPT 270	Advanced Microcomputer Applications	(3-0-3)
This course emphasizes the integration of popular microcomputer software packages		

Course No.	Course Title	Lecture-Lab-Credit
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using advanced concepts in microcomputer applications software. (Prerequisite:  $\geq$  C in CPT 172, CPT 174)

CPT 276	CPT Internship	(3-0-3)
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This course is an intensive application development experience in an approved business setting. (By permission of faculty advisor only)

ECD 101	Introduction to Early Childhood	(3-0-3)
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This course includes an overview of the history, theories and curriculum models of early education. Emphasis is on current trends and issues, with a review of state and national regulations. Characteristics of quality programs and professional teachers are explored in the course.

ECD 102	Growth and Development I	(3-0-3)
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This course is an extensive study of philosophies and theories of growth and development of infants and toddlers. Focus is on "total" development of the child, with emphasis on physical, social, emotional, cognitive and nutritional areas. Developmental tasks and appropriate activities are explored in the course.

ECD 105	Guidance-Classroom Management	(3-0-3)
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This course is an overview of developmentally-appropriate, effective guidance and classroom management techniques for the teacher of young children. A positive proactive approach is stressed in the course.

ECD 107	Exceptional Children	(3-0-3)
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This course includes an overview of special-needs children and their families. Emphasis is on prevalence of disorders, treatment modalities, community resources serving exceptional children, the teacher's role in mainstreaming and early identification, and federal legislation affecting exceptional children.

ECD 131	Language Arts	(3-0-3)
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This course is a study of methods and materials in age-appropriate language experiences. Opportunities are provided to develop listening, speaking, prereading and prewriting skills through planning, implementation, and evaluation of media, methods, techniques and equipment. Methods of selection, evaluation and presentation of children's literature are included.

ECD 132	Creative Experiences	(3-0-3)
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In this course the importance of creativity and independence in creative expression is stressed. A variety of age-appropriate media, methods, techniques and equipment is utilized. Students plan, implement and evaluate instructional activities.

ECD 133	Science and Math Concepts	(3-0-3)
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This course includes an overview of prenumber and science concepts developmentally appropriate for young children. Emphasis is on the planning, implementation, and evaluation of developmentally appropriate activities utilizing a variety of methods and materials.

ECD 135	Health, Safety and Nutrition	(3-0-3)
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This course covers a review of health and safety practices recommended for child care and includes information on common diseases and health problems. Certification preparation is provided in pediatric safety, CPR and first aid. Guidelines and information on nutrition and developmentally appropriate activities are also studied in the course.

ECD 203	Growth and Development II	(3-0-3)
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This course is an indepth study of preschool children growing and developing in today's world. Focus is on "total" development of the child with emphasis on physical, social,

Course No.	Course Title	Lecture-Lab-Credit
	cognitive and nutritional areas of development. Developmental tasks and appropriate activities are explored in the course. (Prerequisite: $\geq$ C in ECD 102)	
ECD 237	Methods and Materials	(3-0-3)
	This course includes an overview of developmentally appropriate methods and materials for planning and evaluating environments. Emphasis is on integrating divergent activities in each curriculum area. (Prerequisite: 15 or more ECD credit hours earned satisfactorily.)	
ECD 243	Supervised Field Experience I	(1-6-3)
	This course includes emphasis on planning, implementing, and evaluating scheduled programs, age appropriate methods, materials, activities, and environments of early childhood principles and practices. (Prerequisite: 24 or more ECD credit hours earned satisfactorily.)	
ECO 210	Macroeconomics	(3-0-3)
	This course includes the study of fundamental principles and policies of a modern economy to include markets and prices, national income accounting, cycles, employment theory and fiscal policy, banking and monetary controls and the government's role in economic decisions and growth.	
ECO 211	Microeconomics	(3-0-3)
	This course includes the study of the behavior of households and firms, including supply and demand, elasticity, price/input in different market structures, pricing of resources, regulations and comparative advantage and trade.	
EGR 105	Safety in the Workplace	(1-0-1)
	This course is a survey of safety regulations and personal safety.	
EGR 175	Manufacturing Processes	(3-0-3)
	This course includes the processes, alternatives and operations of the manufacturing environment.	
EGT 104	Print Reading I	(2.5-1.5-3)
	This course covers the interpretation of industrial drawings.	
EGT 105	Basic Civil Drafting	(1-3-2)
	This course covers the application of drawing techniques to structures, map topography and other civil applications.	
EGT 106	Print Reading and Sketching	(2.5-1.5-3)
	This course covers the interpretation of basic engineering drawings and sketching techniques for making multiview pictorial representations.	
EGT 111	Mechanical Drawing I	(1-3-2)
	This course is an introduction to the principles and practices of mechanical drawing.	
EGT 112	Mechanical Drawing II	(2.5-1.5-3)
	This course includes topics such as section views, auxiliary views and threads and fasteners. (Prerequisite: $\geq$ C in EGT 111)	
EGT 123	Industrial Print Reading	(1.5-1.5-2)
	This course covers basic print reading and sketching for the industrial trades area. Sketching of geometric shapes and interpretation of working shop drawings are also included.	

Course No.	Course Title	Lecture-Lab-Credit
EGT 125	Descriptive Geometry	(1-3-2)
This course is designed to aid in solving drafting problems associated with single or intersecting surfaces which are not necessarily placed in the principal planes in space.		
EGT 133	HVAC Print Reading	(2.5-1.5-3)
This course covers layout, projection and dimensioning for heating and air conditioning.		
EGT 151	Introduction to CAD	(2.5-1.5-3)
This course covers the operation of a computer-aided drafting system. The course includes interaction with a CAD station to produce technical drawings.		
EGT 152	Fundamentals of CAD	(2.5-1.5-3)
This course includes a related series of problems and exercises utilizing the computer graphics station as a drafting tool. (Prerequisite: $\geq$ C in EGT 151)		
EGT 155	Intermediate CAD	(1-3-2)
This course covers advanced computer-aided drafting skills, including topics such as creating isometrics and script files and customizing menus, text fonts and hatch fonts to produce advanced drawings. (Prerequisite: $\geq$ C in EGT 152)		
EGT 172	Electronic Drafting	(1-3-2)
This course provides familiarization with a system to create electronic schematics and wiring diagrams.		
EGT 220	Structural and Piping Applications	(3.5-1.5-4)
This advanced drawing course covers structural steel and process piping applications.		
EGT 252	Advanced CAD	(2.5-1.5-3)
This course covers advanced concepts of CAD software and applications.		
EGT 265	CAD/CAM Applications	(2.5-1.5-3)
This course includes applications using CAD/CAM routines. (Prerequisite: $\geq$ C in EGT 155)		
EGT 270	Manufacturing Integration	(4-0-4)
This course covers management control techniques of the industrial/business world, including inventory and obsolescence control, manufacturing and production systems, engineering design change and material accountability procedures.		
ENG-011	Developmental English Basics Workshop	(1-0-1)
This course provides support for English 031 (e.g., may include, but is not limited to, laboratory work, computerized instruction, and/or projects).		
ENG-012	Developmental English Workshop	(1-0-1)
This course provides support for mastery of English 032 competencies (e.g., may include, but is not limited to, laboratory work, computerized instruction, and/or projects.)		
ENG 031	Developmental English Basics	(3-0-3)
Developmental English Basics is intended for students who need assistance in basic writing skills. Based on assessment of student needs, instruction includes basic grammar and usage, mechanics, sentence structure, and basic writing. Assignments will include writing a variety of unified and coherent compositions with evidence of a controlling idea, introduction, body and conclusion. (Developmental Studies courses do not apply toward graduation requirements.)		

Course No.	Course Title	Lecture-Lab-Credit
ENG 032	Developmental English	(3-0-3)
Developmental English is an intense review of grammar and usage, mechanics of punctuation, spelling and capitalization; sentence structure; and the writing process. Evidence of planning and organizing, drafting, editing and revising are emphasized in this course along with a study of different modes of writing for a variety of rhetorical situations. (Developmental Studies courses do not apply toward graduation requirements.) (Prerequisite: COMPASS writing score 36-50 or $\geq$ C* in ENG 031)		
ENG 101	English Composition I	(3-0-3)
This is a college transfer course in which the following topics are presented: a study of composition in conjunction with appropriate literary selections, with frequent theme assignments to reinforce effective writing. A review of standard usage and the basic techniques of research are also presented. (Prerequisite: $\geq$ C in ENG 155 or COMPASS writing score of 74)		
ENG 102	English Composition II	(3-0-3)
This is a college transfer course in which the following topics are presented: development of writing skills through logical organization, effective style, literary analysis and research. An introduction to literary genre is also included. (Prerequisite: $\geq$ C in ENG 101)		
ENG 155	Communications I	(3-0-3)
This course introduces the principles of expository writing and public speaking through practice and development of communication skills. (Prerequisite: $\geq$ C* in ENG 032 or COMPASS writing score of 51-73)		
ENG 160	Technical Communications	(3-0-3)
This course is a study of various technical communications such as definitions, processes, instructions, descriptions and technical reports. (Prerequisite: $\geq$ C* in ENG 032 or COMPASS writing score of 51-73)		
ENG 201	American Literature I	(3-0-3)
This course is a study of American literature from the colonial period to the Civil War. (Prerequisite: $\geq$ C in ENG 102)		
ENG 202	American Literature II	(3-0-3)
This course is a study of American literature from the Civil War to the present. (Prerequisite: ENG 102)		
ENG 203	American Literature Survey	(3-0-3)
This course is a survey of American literature: major authors, genres and periods. (Prerequisite: $\geq$ C in ENG 102)		
ENG 205	English Literature I	(3-0-3)
This is a course in which the following topics are presented: the study of English literature from the Old English period to the romantic period with emphasis on major writers and periods. (Prerequisite: $\geq$ C in ENG 102)		
ENG 206	English Literature II	(3-0-3)
This is a course in which the following topics are presented: the study of English literature from the romantic period to the present with emphasis on major writers and periods. (Prerequisite: $\geq$ C in ENG 102)		
ENG 208	World Literature I	(3-0-3)
This course is a study of masterpieces of world literature in translation from the ancient world to the sixteenth century. (Prerequisite: $\geq$ C in ENG 102)		

Course No.	Course Title	Lecture-Lab-Credit
ENG 209	World Literature II	(3-0-3)
This course is a study of masterpieces of world literature in translation from the seven-teenth century. (Prerequisite: $\geq$ C in ENG 102)		
FRE 101	Elementary French I	(4-0-4)
This course consists of a study of the four basic language skills: listening, speaking, reading and writing, including an introduction to French culture.		
FRE 102	Elementary French II	(4-0-4)
This course continues the development of basic language skills and includes a study of French culture. (Prerequisite: $\geq$ C in FRE 101)		
GER 101	Elementary German I	(4-0-4)
This course is a study of the four basic language skills: listening, speaking, reading and writing. The course includes an introduction to German culture.		
GER 102	Elementary German II	(4-0-4)
This course continues the development of the four basic language skills and the study of German culture. (Prerequisite: $\geq$ C in GER 101)		
HIS 101	Western Civilization to 1689	(3-0-3)
This course is a survey of western civilization from ancient times to 1689, including the major political, social, economic and intellectual factors shaping western cultural tradi-tion.		
HIS 102	Western Civilization Post 1689	(3-0-3)
This course is a survey of western civilization from 1689 to the present, including major political, social, economic and intellectual factors which shape the modern western world.		
HIS 104	World History I	(3-0-3)
This course covers world history from prehistory to circa 1500 A.D., focusing on economic, social, political and cultural aspects of people before the onset of western dominance and identifying major patterns and trends which characterized the world in each era.		
HIS 105	World History II	(3-0-3)
This course covers world history from circa 1500 A. D. to the present, focusing on the development of a system of interrelationships based on western expansion and on the economic, social, political and cultural aspects of each era.		
HIS 115	African-American History	(3-0-3)
This course is a study of the history of African-Americans, including African heritage, American history, and significant contributions by individuals or groups.		
HIS 201	American History: Discovery to 1877	(3-0-3)
This course is a survey of U.S. history from discovery to 1877. This course includes political, social, economic and intellectual developments during this period.		
HIS 202	American History: 1877 to Present	(3-0-3)
This course is a survey of U.S. history from 1877 to the present. This course includes political, social, economic and intellectual developments during this period.		
HSS 205	Technology and Society	(3-0-3)
This course is an investigation of the impact of the twentieth century technological changes in America on the individual, society and the physical environments.		

Course No.	Course Title	Lecture-Lab-Credit
IDS 154	Negotiating the Workplace	(1-0-1)
This course examines the conceptual framework, knowledge, and specific skills needed to enter and thrive in the modern American workplace. Topics include: Employer Expectations and Requirements; Job Information; Presentation Skills; "Organizational Savvy;" Workplace Etiquette; Interviewing for Promotions and Employment, and Career Ladders.		
IDS 205	Professional Effectiveness	(3-0-3)
This course examines the research-based principles and practices associated with professional effectiveness in the workplace including such topics as problem solving, systems thinking, interpersonal relations, quality, affective behavior, communications, ethics, self-management, learning, teamwork and leadership.		
IET 223	Industrial Safety	(3-0-3)
This course involves safety fundamentals and their relationship to accident prevention. The importance of safe behavior through careful training of both employees and supervisors is stressed. A survey of occupational safety and health (OSHA) is included.		
IST 225	Internet Communications	(3-0-3)
This course covers introductory topics and techniques associated with the Internet and Internet communications. Techniques on how to use and access various types of information as well as how to find resources and navigate the Internet are included.		
MAT 031	Developmental Mathematics Basics	(3-0-3)
Developmental Mathematics Basics is intended for students who need assistance in basic arithmetic skills. Based on assessment of student needs, instruction includes performing the four arithmetic operations with whole numbers, fractions, decimals, and percents. Application skills are emphasized. (Developmental studies courses do not apply toward graduation requirements.)		
MAT 032	Developmental Mathematics	(3-0-3)
Developmental Mathematics is a review of arithmetic skills and focuses on the study of measurement and geometry, basic algebra concepts, and data analysis. Application skills are emphasized. (Developmental studies courses do not apply toward graduation requirements.) (Prerequisite: $\geq$ C* in MAT 031 or COMPASS pre-algebra score of 36-40)		
MAT 101	Beginning Algebra	(3-0-3)
This course includes the study of rational numbers and their applications, operations with algebraic expressions, linear equations and applications, linear inequalities, graphs of linear equations, operations with exponents and polynomials, and factoring. (Prerequisite: $\geq$ C in MAT 155 or placement)		
MAT 102	Intermediate Algebra	(3-0-3)
This course includes the study of linear systems and applications; quadratic expressions, equations, functions, and graphs; and rational and radical expressions and functions. (Prerequisite: $\geq$ C in MAT 101 or placement)		
MAT 110	College Algebra	(3-0-3)
This course includes the following topics: polynomial, rational, logarithmic and exponential functions; inequalities; systems of equations and inequalities; matrices; determinants; and solutions of higher degree polynomials. (Prerequisite: $\geq$ C in MAT 102 or placement)		
MAT 111	College Trigonometry	(3-0-3)
This course includes circular functions; trigonometric identities; solution of right and oblique triangles; solution of trigonometric equations; polar coordinates; complex numbers, including DeMoivre's theorem; vectors; conic sections; sequences; and series. (Prerequisite: $\geq$ C in MAT 110)		

Course No.	Course Title	Lecture-Lab-Credit
MAT 120	Probability and Statistics	(3-0-3)
This course includes introductory probability and statistics, including organization of data, sample space concepts, random variables, counting problems, binomial and normal distributions, central limit theorem, confidence intervals and test hypotheses for large and small samples; types I and II errors; linear regression; and correlation. (Prerequisite: $\geq$ C in MAT 102 or placement)		
MAT 130	Elementary Calculus	(3-0-3)
This course includes differentiation and integration of polynomials; rational, logarithmic and exponential functions; and interpretation and application of these processes. (Prerequisite: $\geq$ C in MAT 110)		
MAT 140	Analytical Geometry & Calculus I	(4-0-4)
This course includes the following topics: derivatives and integrals of polynomials, rational, logarithmic, exponential, trigonometric, and inverse trigonometric functions; curve sketching; maxima and minima of functions; related rates; work; and analytic geometry. (Prerequisite: $\geq$ C in MAT 111)		
MAT 141	Analytical Geometry & Calculus II	(4-0-4)
This course includes the following topics: continuation of calculus of one variable, including analytic geometry, techniques of integration, volumes by integration, and other applications; infinite series, including Taylor series and improper integrals. (Prerequisite: $\geq$ C in MAT 140)		
MAT 155	Contemporary Mathematics	(3-0-3)
This course includes techniques and applications of the following topics: elementary number theory; algebra; geometry; measurement; graph sketching and interpretations; and descriptive statistics. (Prerequisite: $\geq$ C* in MAT 032 or COMPASS pre-algebra score of $\geq$ 40)		
MAT 190	Math for the Workplace	(2-0-2)
This course is a study of calculations and measurements necessary for the workplace.		
MGT 101	Principles of Management	(3-0-3)
This course is a study of management theories, emphasizing the management functions of planning, decision-making, organizing, leading and controlling.		
MGT 120	Small Business Management	(3-0-3)
This course is a study of small business management and organization, forms of ownership and the process of starting a new business.		
MGT 121	Small Business Operations	(3-0-3)
This course is a study of the daily operations of an established small business, emphasizing staffing, recordkeeping, inventory control and marketing.		
MGT 150	Fundamentals of Supervision	(3-0-3)
This course is a study of supervisory principles and techniques required to effectively manage human resources in an organization. First-line management is emphasized.		
MGT 201	Human Resource Management	(3-0-3)
This course is a study of personnel administration functions within a business organization. Major areas of study include job analysis; recruitment, selection and assessment of personnel; and wage, salary and benefit administration.		
MKT 101	Marketing	(3-0-3)
This course covers an introduction to the field of marketing with a detailed study of the marketing concept and the processes of product development, pricing, promotion and		

Course No.	Course Title	Lecture-Lab-Credit
	marketing distribution.	
MSY 101	Masonry Fundamentals	(4-3-5)
	This course is an introduction to masonry skills and tools.	
MTT 100	Careers in Machine Tool Technology	(1-0-1)
	The course will introduce the student to career opportunities available in the MTT profession. Instruction will be offered in safety, precision instruments, milling machines, drill presses, lathes, and surface grinders.	
MTT 101	Introduction to Machine Tool	(1-3-2)
	This course covers the basics in measuring tools, layout tools, bench tools and basic operations of lathes, mills and drill presses.	
MTT 102	Machine Tool Basics	(3-0-3)
	This course will provide the non-machine tool major with an overview of the capabilities of precision machining in conventional and computer numerical controlled machine tools. The student will become familiar with the machine tool portion of manufacturing primarily through demonstrations.	
MTT 111	Machine Tool Theory and Practice I	(3-6-5)
	This course is an introduction to the basic operation of machine shop equipment.	
MTT 112	Machine Tool Theory and Practice II	(3-6-5)
	This course is a combination of the basic theory and operation of machine shop equipment. (Prerequisite: MTT 111)	
MTT 121	Machine Tool Theory I	(2.5-1.5-3)
	This course covers the principles involved in the production of precision metal parts.	
MTT 122	Machine Tool Practice I	(1-9-4)
	This course covers practical experiences using the principles in Machine Tool Theory I.	
MTT 123	Machine Tool Theory II	(2.5-1.5-3)
	This course covers the principles involved in machining parts using machine tools, including lathes, mills, drill presses, jig bores, and the attachments for each. (Prerequisite: MTT 121 and MTT 122)	
MTT 124	Machine Tool Practice II	(1-9-4)
	This course covers the practical application of the principles in Machine Tool Theory II. (Prerequisite: MTT 121 and MTT 122 )	
MTT 141	Metals and Heat Treatment	(2.5-1.5-3)
	This course is a study of the properties, characteristics and heat treatment procedures of metals.	
MTT 143	Precision Measurements	(2-0-2)
	This course is a study of precision measuring instruments.	
MTT 145	Machining of Metals	(2-3-3)
	This course covers theoretical and practical training in the physical properties of metals, their required stock removal, speeds, feeds and depths of cut, and finish requirements.	
MTT 147	Tool and Cutter Grinding	(1-3-2)
	This course covers theoretical and practical training in cutting tools, cutting tool angles, the mechanics of material removal, and the operations of tool and cutter grinding equipment.	

Course No.	Course Title	Lecture-Lab-Credit
MTT 161	Machine Tool Maintenance Theory	(2-0-2)
	This course covers maintenance requirements necessary for the upkeep and operations of a machine shop.	
MTT 171	Industrial Quality Control	(2-0-2)
	This course covers the methods and procedures of quality control.	
MTT 251	CNC Operations	(2-3-3)
	This course is a study of CNC machine controls, setting tools, and machine limits and capabilities.	
MTT 253	CNC Programming and Operations	(1.5-4.5-3)
	This course is a study of the planning, programming, selecting tooling, determining speeds and feeds, setting up, operating, and testing of CNC programs on CNC machines.	
MTT 255	CNC Programming II	(1.5-4.5-3)
	This course includes CNC programming with simulated production conditions.	
MUS 105	Music Appreciation	(3-0-3)
	This course is an introduction to the study of music with focus on the elements of music and their relationships, the musical characteristics of representative works and composers, common musical forms and genres of various western and nonwestern historical style periods, and appropriate listening experiences.	
PHY 201	Physics I	(3-3-4)
	This is the first in a sequence of physics courses. Topics include mechanics, wave motion, sound, heat, electromagnetism, optics, and modern physics. (Prerequisite: $\geq$ C in MAT 110 or equivalent)	
PHY 202	Physics II	(3-3-4)
	This course covers physics topics, including mechanics, wave motion, sound, heat, electromagnetism, and modern physics. (Prerequisite: $\geq$ C in PHY 201)	
PNR 110	Fundamentals of Nursing	(3-6-5)
	This course is an introduction to basic principles and beginning skills necessary to the nursing process. Concepts are integrated relating to physiological and psychosocial health needs of the individual. Legal and ethical roles of the Licensed Practical Nurse are emphasized. During the course students will practice basic nursing skills in the laboratory.	
PNR 120	Medical Surgical Nursing I	(3-6-5)
	This course is a beginning study utilizing the nursing process. Concepts include physiological, psychosocial, nutritional, and health and safety needs of the adult. Clinical experiences address selected commonly occurring health problems having predictable outcomes. (Prerequisite: $\geq$ 80 in PNR 110)	
PNR 130	Medical Surgical Nursing II	(3-6-5)
	This course is a continuation of the study of the nursing process. Concepts include physiological, psychosocial, nutritional, and health and safety needs of the adult. Clinical experiences address selected commonly occurring health problems having predictable outcomes. (Prerequisite: $\geq$ 80 in PNR 120)	
PNR 140	Medical Surgical Nursing III	(3-6-5)
	This course is a continuation of PNR 130 utilizing the nursing process to meet the needs of adults. Concepts include physiological, psychosocial and health and safety needs of the adult patients. Clinical experiences address selected commonly occur-	

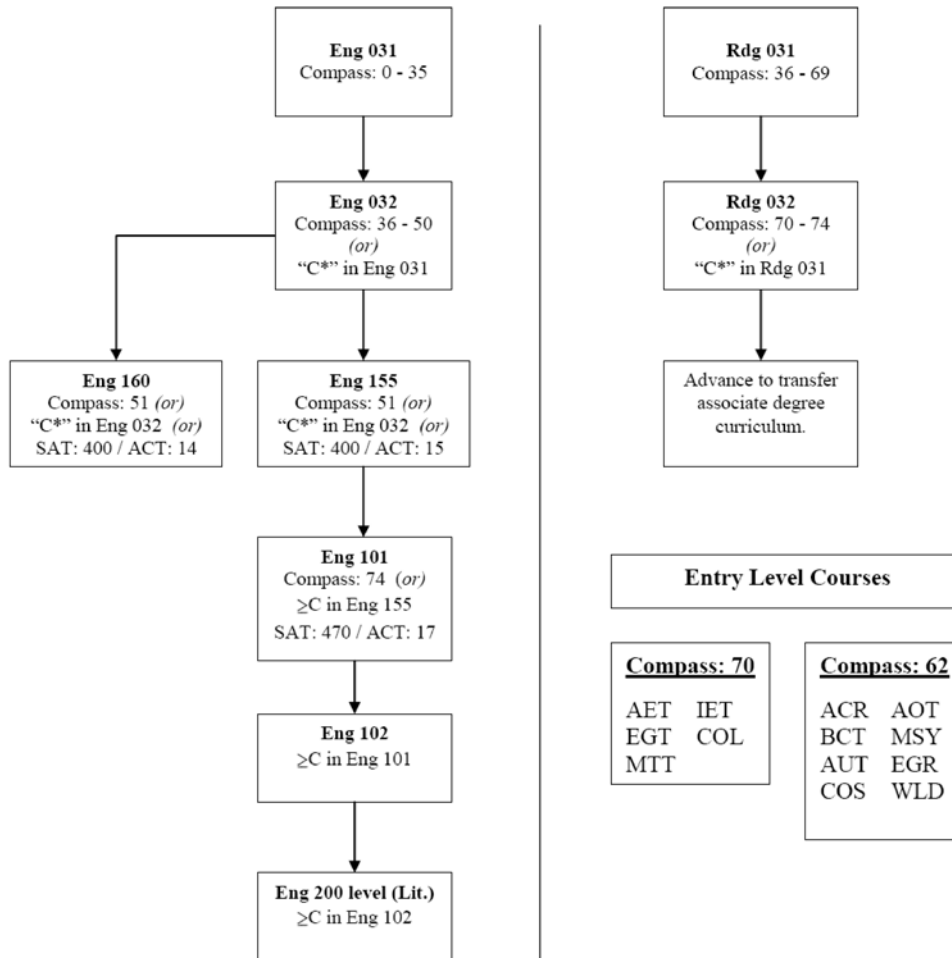
Course No.	Course Title	Lecture-Lab-Credit
	ring health problems having predictable outcomes in an inpatient acute care setting. (Prerequisite: $\geq$ 80 in PNR 130)	
PNR 155	Maternal/Infant/Child Nursing	(5-6-7)
	This course of study utilizes the nursing process and integrating pediatrics to meet the needs of the childbearing family. Clinical experiences address the care of the mother, newborn, and the care of the child with commonly occurring illnesses. (Prerequisite: $\geq$ 80 in PNR 140)	
PNR 170	Nursing of Older Adult	(1.5-1.5-2.0)
	This course is a study utilizing the nursing process. Concepts include physiological, psychosocial, nutrition, and health and safety needs of the older patient. Clinical experiences address selected commonly occurring health problems having predictable outcomes. (Prerequisite: $\geq$ 80 in PNR 140)	
PNR 182	Special Topics in Nursing: Pharmacology	(2-0-2)
	The topic of this course includes pharmacology concepts to include effects of specific drugs, medication administration and calculation of drug dosages. (Prerequisite: $\geq$ 80 in PNR 120)	
PSC 201	American Government	(3-0-3)
	This course is a study of national governmental institutions with emphasis on the Constitution, the functions of executive, legislative and judicial branches, civil liberties and the role of the electorate.	
PSC 215	State and Local Government	(3-0-3)
	This course is a study of state, county, and municipal government systems, including interrelationships between these systems and within the federal government.	
PSY 201	General Psychology	(3-0-3)
	This course includes the following topics and concepts in the science of behavior: scientific method, biological bases for behavior, perception, motivation, learning, memory, development, personality, abnormal behavior, therapeutic techniques, and social psychology.	
PSY 203	Human Growth and Development	(3-0-3)
	This course is a study of the physical, cognitive, and social factors affecting human growth, development, and potential.	
PSY 204	Child Psychology	(3-0-3)
	This course is a study of the physiological, psychological, and social development of the pre-adolescent. Specific topics may include heredity, environment, maturation, intelligence, and language acquisition.	
RDG-011	Developmental Reading Basic Workshop	(1-0-1)
	This course provides support for Reading 031 competencies.	
RDG-012	Developmental Reading Workshop	(1-0-1)
	This course provides support for mastery of Reading 032 competencies.	
RDG 031	Developmental Reading Basics	(3-0-3)
	This is a basic course designed to strengthen academic reading skills. Students will learn fundamental strategies to improve reading comprehension. Instruction will include an overview of basic concepts such as determining word meaning and will introduce reading as a process. (Developmental studies courses do not apply toward graduation requirements.)	

Course No.	Course Title	Lecture-Lab-Credit
RDG 032	Developmental Reading	(3-0-3)
This course is an intense review of the academic reading skills needed for success in a college-level course. Students will demonstrate their understanding of reading as a process and will apply strategies learned to expand their reading comprehension skills. Students will demonstrate the ability to integrate knowledge, use context clues, and identify supporting details. (Developmental studies courses do not apply toward graduation requirements.) (Prerequisite: $\geq$ C* in RDG 031 or COMPASS reading score of 71-74)		
REL 101	Introduction to Religion	(3-0-3)
This course provides a study of religion and the nature of religious belief and practice.		
SOC 101	Introduction to Sociology	(3-0-3)
This course emphasizes the fundamental concepts and principles of sociology, including culture, socialization, interaction, social groups and stratification, effects of population growth, and technology in society and social institutions.		
SOC 102	Marriage and the Family	(3-0-3)
This course introduces the institutions of marriage and the family from a sociological perspective. Significant forms and structures of family groups are studied in relation to current trends and social change.		
SOC 205	Social Problems	(3-0-3)
This course is a survey of current social problems in America, stressing the importance of social change and conflicts as they influence perceptions, definitions, etiology, and possible solutions.		
SOC 210	Juvenile Delinquency	(3-0-3)
This course presents the nature, extent and causes of juvenile delinquency behavior, including strategies used in the prevention, intervention, and control of deviant behavior.		
SOC 215	Ethnic & Minority Issues	(3-0-3)
This course is a sociological study of social and technological changes influencing minority and ethnic issues.		
SOC 230	Intro to Gerontology	(3-0-3)
This course is a study of the aging processes, including the physiological, psychological, sociological, and economic factors.		
SPA 101	Elementary Spanish I	(4-0-4)
This course is a study of the four basic language skills: listening, speaking, reading, and writing, including an introduction to the Spanish culture.		
SPA 102	Elementary Spanish II	(4-0-4)
This course continues development of the basic language skills and the study of the Spanish culture. (Prerequisite: $\geq$ C in SPA 101)		
SPA 201	Intermediate Spanish I	(3-0-3)
This course is a review of Spanish grammar with attention given to more complex grammatical structures and reading difficult prose. (Prerequisite: $\geq$ C in SPA 102)		
SPC 205	Public Speaking	(3-0-3)
This course is an introduction to principles of public speaking with application of speaking skills.		

Course No.	Course Title	Lecture-Lab-Credit
THE 101	Introduction to Theatre	(3-0-3)
	This course includes the appreciation and analysis of theatrical literature, history, and production.	
WLD 101	Cutting Processes	(.5-1.5-1)
	This course covers the fundamentals of cutting processes commonly used in the welding industry	
WLD 102	Introduction to Welding	(1.5-1.5-2)
	This course covers the principles of welding, cutting, and basic procedures for safety in using welding equipment.	
WLD 103	Print Reading I	(.5-1.5-1)
	This is a basic course which includes the fundamentals of print reading, the meaning of lines, views, dimensions, notes, specifications and structural shapes. Welding symbols and assembly drawings as used in fabrication work are also covered.	
WLD 104	Gas Welding and Cutting	(1-3-2)
	This course covers gas welding, brazing, soldering and cutting of metals.	
WLD 106	Gas and Arc Welding	(3-3-4)
	This course covers the basic principles and practices of oxyacetylene welding, cutting and electric arc welding. Emphasis is placed on practice in fundamental position welding and safety procedures.	
WLD 111	Arc Welding I	(2-6-4)
	This course covers the safety, equipment and skills used in the shielded metal arc welding process. Fillet welds are made to visual criteria in several positions.	
WLD 113	Arc Welding II	(2-6-4)
	This course is a study of arc welding of ferrous and/or nonferrous metals. (Prerequisite: $\geq$ C in WLD 111)	
WLD 116	Welding	(1-3-2)
	This course is designed to acquaint students with common welding and techniques/equipment used currently in trades and industry. Students are expected to develop basic skills in general welding.	
WLD 132	Inert Gas Welding Ferrous	(2-6-4)
	This course covers set up and adjustment of equipment and fundamental techniques for welding ferrous metals.	
WLD 134	Inert Gas Welding Nonferrous	(1-6-3)
	This course covers fundamental techniques for welding nonferrous metals.	
WLD 136	Advanced Inert Gas Welding	(1-3-2)
	This course covers the techniques for all positions of welding ferrous and nonferrous metals. ( Prerequisite: WLD 132, 134)	
WLD 142	Maintenance Welding	(2-3-3)
	This course covers gas and arc welding processes used in maintenance shops.	
WLD 154	Pipe Fitting and Welding	(2-6-4)
	This is a basic course in fitting and welding pipe joints, either ferrous or nonferrous, using standard processes.	

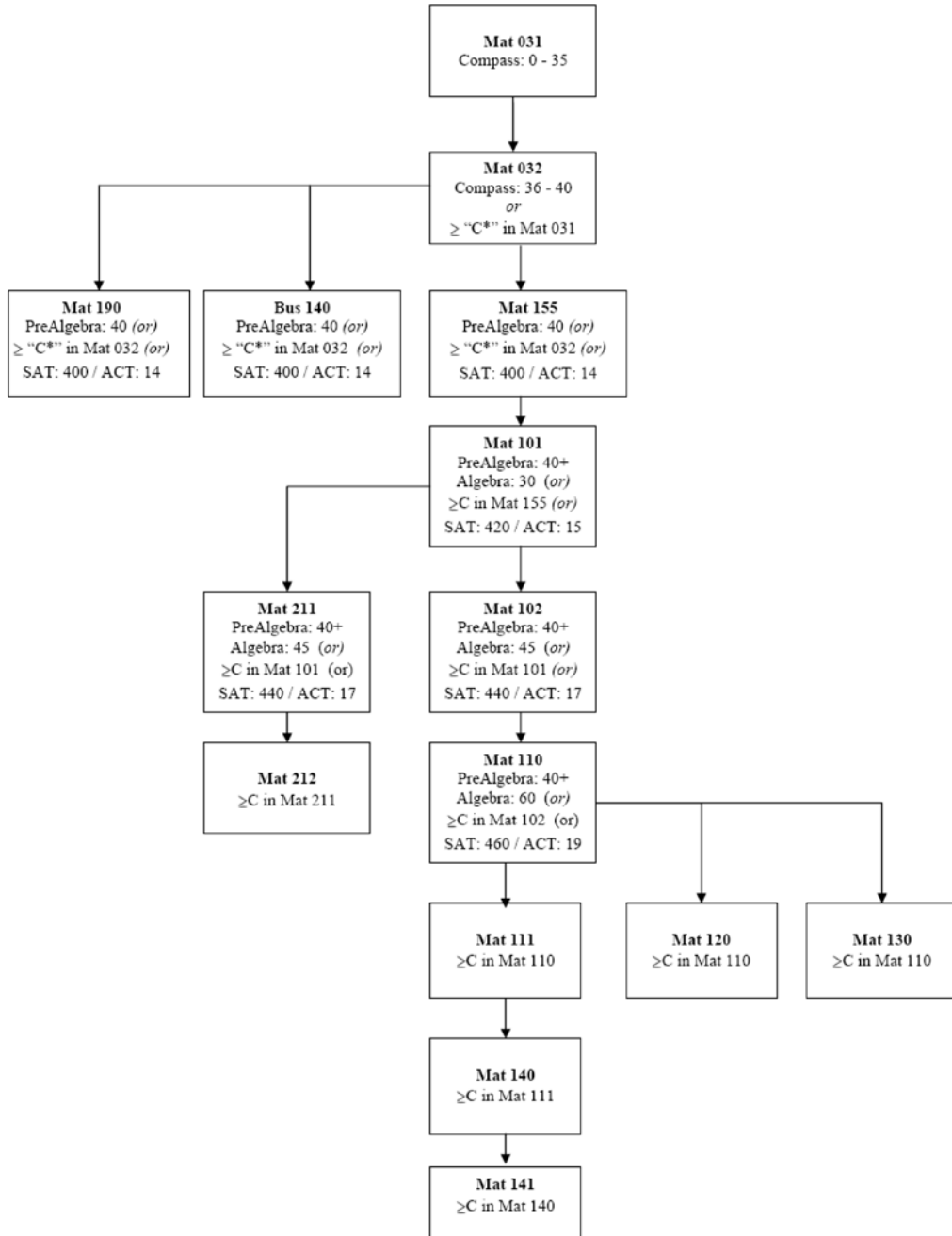
Course No.	Course Title	Lecture-Lab-Credit
WLD 204	Metallurgy	(2.5-1.5-3)
This course covers the characteristics of ferrous and non-ferrous metals.		
WLD 228	Inert Gas Welding Pipe I	(2-6-4)
This course covers the techniques used in gas tungsten arc welding of groove welds on ferrous pipe. (Prerequisite: $\geq$ C in WLD 154)		
WLD 229	Inert Gas Welding Pipe II	(1-3-2)
This course covers the techniques used in gas tungsten arc welding of groove welds on alloyed steel and non-ferrous pipe. (Prerequisite: $\geq$ C in WLD 154)		
MAT-011	Developmental Mathematics Basics Workshop	(1-0-1)
This course provides support for mastery of MAT 031 competencies (e.g. may include, but is not limited to, laboratory work, computerized instruction, and/or projects).		
MAT-012	Developmental Mathematics Workshop	(1-0-1)
This course provides support for mastery of MAT 032 competencies (e.g., may include, but is not limited to, laboratory work, computerized instruction, and/or projects).		

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English & Reading Advisement Guide



Revised June 3, 2010

Williamsburg Technical College  
Math Advisement Guide



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