

**ANGELINA COLLEGE**

**2020-2021 CATALOG**

**Fifty-Third Annual Edition**

Angelina College publishes an annual Catalog for informational purposes only. The Catalog is not a contract between Angelina College and any person or entity. Although the College strives to ensure the currency and accuracy of all Catalog information, if any Catalog content conflicts with current or amended Angelina College policies or regulations, the College policies and regulations will control and govern. Angelina College publishes all policies and regulations in the *Policies and Procedures Manual*, which is available online. The content of the Catalog is subject to modification and change at any time in order to accommodate changes in academic programs, services, resources, policies, regulations, and procedures, as well as changes in state and federal laws and regulations.

The College reserves the right to select the courses offered during any semester, and the College does not offer all courses listed in the Catalog each semester or each academic year. Each semester, the College produces an online course schedule listing those courses offered in that semester. The College publishes each semester's course schedule as early as possible prior to the beginning of the semester.

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## **ABOUT ANGELINA COLLEGE**

Angelina College is a public county junior college located in Lufkin, Texas. The College derives its legal status from the Constitution of the State of Texas and from the Texas Education Code.

### **College History**

The voters of Angelina County established the Angelina County Junior College District by an election held September 24, 1966. The Education Committee of the Angelina County Chamber of Commerce promulgated and sponsored the organization of the College District. Construction of the original seven-building campus started in November of 1967. Angelina College opened its doors to students in the fall of 1968.

At the regular meeting on December 12, 1966, the Board of Trustees elected Dr. Jack W. Hudgins, Dean of Grayson County College, as the first President of Angelina College. Upon the retirement of Dr. Hudgins, in January 1991, the Board elected Dr. Larry Phillips as the second President of Angelina College. Upon the retirement of Dr. Phillips, in June 2015, the Board elected Dr. Michael J. Simon as the third President of Angelina College.

### **Taxing District and Service Area**

The Angelina College taxing district comprises all of Angelina County, Texas. The Angelina College service area includes the territory within:

- Angelina, Houston, Nacogdoches, Polk, Sabine, San Augustine, Trinity, and Tyler counties;
- The Wells and Alto independent school districts (ISDs), located in Cherokee County;
- The Burkeville and Newton ISDs, located in Newton County;
- The Jasper ISD, located in Jasper County;
- The Shepard and Coldspring-Oakhurst consolidated ISDs, located in San Jacinto County;
- The part of the Brookeland ISD that is located in Jasper and Newton Counties;
- The part of the Colmesneil ISD that is located in Jasper County; and
- The part of the Trinity ISD that is located in Walker County.

### **College Contact Information**

Students, prospective students, and the public may contact Angelina College using the following resources:

#### **Mailing Address**

Angelina College  
P. O. Box 1768  
Lufkin, Texas 75902-1768

#### **Main Campus Location**

3500 South First Street (Highway 59)  
Lufkin, Texas 75902

#### **Telephone**

Main Telephone (936) 639-1301  
Main Fax (936) 639-4299

#### **Website**

[www.angelina.edu](http://www.angelina.edu)

## **Board of Trustees**

The citizens of Angelina County elect the Angelina College Board of Trustees to govern and lead the College. All authority not vested by state law in the Texas Higher Education Coordinating Board or other entity is reserved and retained locally by the College and/or the Board of Trustees as provided in applicable laws. The Board of Trustees conducts regular meetings on campus each month that are open to the public.

### **Members of the Angelina College Board of Trustees**

Dr. Sidney Roberts, President of the Board

Jay Shands, Board Secretary

Hillary Haglund-Walker, Vice President

Joe Deason, Trustee

Ellen Clarke Temple, Trustee

Robert Poland, Jr., Trustee

Lynne Haney, Trustee

## **College Organizational Structure**

The College is organized into six divisions, which are the President's Division, Academic Affairs, Student Affairs & Institutional Advancement, Business Affairs, Marketing & Strategic Enrollment, and Workforce & Continuing Education.

The President's Division includes the Office of the President, the Office of Human Resources, and the Athletics Department.

The Academic Affairs Division comprises the School of Arts and Education, the School of Business and Technology, the School of Health Careers, the School of Science and Mathematics, the Office of Distance Education and Testing, the Office of Academic Success, and the Library/Learning Resource Center.

The Student Affairs & Institutional Advancement Division comprises the Office of Student Access and Inclusion, Student Disability Services, Student Life, Residential Life, Student Conduct & Discipline, and the Office of Institutional Advancement.

The Business Affairs Division comprises the Business Office, Office of Information Technology, the Campus Store, the Campus Police Department, the Office of Grants and Sponsored Programs, and Physical Plant Operations.

The Marketing & Strategic Enrollment Division comprises the Office of Admissions, the Office of Financial Aid, and college marketing and recruitment.

The Workforce and Continuing Education Division comprises the Small Business Development Center, the Nonprofit Leadership Center, the Police Academy, the Fire Academy, Adult Education and Literacy, and various noncredit workforce training programs and personal enrichment courses.

## **Regional Accreditation**

Angelina College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award Associate Degrees and certificates. Contact the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Angelina College.



## **Program Accreditation**

The following academic programs maintain program-level accreditation by complying with the standards established by the noted entities.

- Surgical Technology, Diagnostic Medical Sonography, and Emergency Medical Services: Commission on Accreditation of Allied Health Education Programs
- Pharmacy Technology: American Society of Health-System Pharmacists and the Accreditation Council for Pharmacy Education
- Respiratory Care: Commission on Accreditation for Respiratory Care
- Radiologic Technology: Joint Review Committee on Education in Radiologic Technology

## **Program Approval**

The following entities approve various Angelina College credit and noncredit programs.

- Texas Higher Education Coordinating Board (approves all credit and noncredit courses and programs offered by Angelina College)
- American Society of Phlebotomy Technicians
- Texas Board of Nursing
- Texas Commission on Fire Protection
- Texas Commission on Law Enforcement
- Texas State Board of Public Accountancy
- Texas Department of Health and Human Services (Medication Aide)
- Texas Department of Aging and Disability Services (Nurse Aide)
- Texas Workforce Commission (approves eligibility of credit and noncredit courses for state funding because they prepare students for high demand occupations)

## **Vision Statement**

The vision of Angelina College is to be the first choice in value and quality education leading to diverse career pathways throughout its service area.

## **Mission Statement**

The mission of Angelina College is to provide quality educational opportunities and services to aid students in the service area in reaching their full potential.

## **Core Values**

**Integrity** – We value academic honesty and ethical behavior. The College demonstrates integrity by defending academic freedom, fostering civic responsibility, exhibiting academic honesty and ethical behavior, and celebrating the courage to act.

**Diversity** – We value diverse perspectives, cultures, and experiences. Diversity enriches the learning and working environment and enables people with different perspectives, cultures, and experiences to thrive on campus and to prepare for success in a pluralistic society.

**Learning** – We value learning as the core of our mission. Learning through the unfettered search for knowledge and its free exposition and through experiences promoting the acquisition of relevant skills and abilities is at the core of every college endeavor.

**Excellence** – We value the ongoing pursuit of excellence. The College achieves excellence through teamwork, continuous improvement of every facet of the institution, sustainable practices, sound financial planning, prudent use of resources, and ongoing development of personnel.

**Engagement** – We value service to our communities. Engagement through partnerships, active citizenship, and community service supports and strengthens the social, cultural, and economic environment of the service area.

## **Strategic Goals**

The Angelina College Board of Trustees has adopted the following strategic goals:

- Expand Access to Higher Education Opportunities
- Promote Student Success
- Pursue Excellence through Continuous Improvement
- Engage in Community Service
- Invest Responsibly in Quality

The College publishes the full strategic plan on the College's website.

## **ACADEMIC CALENDAR 2020-2021**

The following calendar includes information relevant to most Angelina College programs and courses offered during the 2020-2021 academic year. The College will publish any changes to the academic calendar made after release of the annual Catalog in the online calendar, which is available on the College's website.

## **Flex Courses**

The College typically schedules courses to begin and end each semester on the dates identified in the academic calendar. In response to academic program design and/or student interest in general, the college may schedule some courses and programs to start and/or end on dates other than the typical dates noted on the calendar. The College calls compressed courses (i.e., late start or early end) and courses that extend over two semesters (typically Summer I and Summer II semesters) *flex courses*. The starting dates, ending dates, and refund periods will vary for flex courses. Students enrolled in one or more flex course should consult the refund schedule in this catalog.

## **Drops and Withdrawals from Courses**

Drops and withdrawals from courses may affect financial aid eligibility. Students who receive financial aid should contact the Office of Financial Aid before deciding to drop or to withdraw from any course.

## **Academic Calendar**

### **2020 Fall Semester\*^**

April 1 – Aug 18	Registration Fall 2020
July 29	Payment deadline (If registered for classes April 1 - July 29)
August 10	Regular office hours begin, 8:00 a.m. – 5:00 p.m., Monday – Friday
August 17	Faculty report; Convocation 8:30 a.m.-11:00 a.m.;
	School meetings, 11:00 a.m. – noon
August 18	Payment deadline (If registered for classes July 30 - August 18 registration period)
August 21	Last day to drop or withdraw from a semester-length course with a 100% refund
August 24	First class day
August 25	Last day for schedule changes
August 31	Official census day for first 8-week courses
September 4	Last day to submit financial aid forms for Fall 2020
September 7	Labor Day Holiday;
September 9	Twelfth class day, official census day for full semester courses
September 14	Last day to drop or withdraw from a semester-length course with a 70% refund
September 21	Last day to drop or withdraw from a semester-length course with a 25% refund
September 28	Last day to drop a first eight-week course with a grade of “W”
October 16	Final examinations for first eight-week courses
October 19	Mid-semester; First class day for second eight-week courses;
	Grades due for first eight-week courses to Office of Registrar at 10:00 a.m.
October 26	Official census day for second eight-week courses
November 4	Last day to apply for Fall 2020 graduation
November 9	Last day to drop or withdraw with a grade of “W”
November 13	Spring 2021 financial aid forms due
November 23	Last day to drop a second eight-week course with a grade of “W”
November 25-27	Thanksgiving Holidays
November 30	Classes resume 8:00 a.m.
December 4-10	Final examinations
December 10	Final examinations for second eight-week courses
December 11	Final grades due in Office of the Registrar by 10:00 a.m.
December 11	Christmas Holidays begin at 3:00 p.m.

### **2020 December Mini-Semester\*^ (Three- and Four-Week Courses)**

Oct 27 – Dec 7	Registration December-Mester 2020
December 7	Payment deadline for December-mester course
December 11	Christmas Holidays; Offices close at 3:00 p.m.
December 11	Last day to drop or withdraw from a course with a 100% refund
December 14	First class day
December 15	Three-week course, official census day
December 16	Four-week course, official census day
December 28	Last day to drop or withdraw with a grade of “W”
January 4	Final examinations for three-week courses
January 7	Final examinations for four-week courses
January 8	Final grades due to the Office of the Registrar by 10:00 a.m.

### **2021 Spring Semester\*^**

Oct 27 – Jan 8	Registration Spring 2021
January 4	Administrative Offices and Library open
January 4	Faculty report; Convocation 8:30 a.m.-11:00 a.m.;
	School meetings, 11:00 a.m.-noon
January 8	Payment deadline (If registered for classes October 27 - January 12)
January 11	First class day

January 12	Last day for schedule changes
January 18	Martin L. King, Jr. Holiday; Official census day for first eight-week courses
January 22	Last day to submit financial aid forms for Spring 2021
January 27	Twelfth class day, official census day
February 1	Last day to drop or withdraw from a semester-length course with a 70% refund
February 8	Last day to drop or withdraw from a semester-length course with a 25% refund
February 15	Last day to drop a first eight-week course with a grade of "W"
February 26	Last day to apply for spring 2021 graduation
March 2	Fall 2021 scholarship applications due (for high school seniors)
March 3	Mid-semester; Final examinations for first eight-week courses
March 8-12	Spring Break
March 15	Classes resume; First day of class for second eight-week courses; Grades due for first eight-week courses to Office of Registrar by 10:00 a.m.
March 22	Official census day for second eight-week courses
March 31	Last day to drop or withdraw with a grade of "W"
April 19	Last day to drop a second eight-week course with a grade of "W"
May 7	Summer 2021 financial aid forms due
May 3 – May 6	Final examinations
May 6	Final examinations for second eight-week courses
May 7	Final grades due to the Office of the Registrar by 10:00 a.m.
May 8	Commencement Service 10:00 a.m. and 2:00 p.m.

## **2021 Summer Semester I\*^**

April 1 - May 18	Registration Summer I 2021
May 10	Summer office hours begin, 8:00 a.m. – 5:00 p.m., Monday-Thursday; Closed Friday
May 18	Payment deadline (If registered for classes April 1 – May 18)
May 20	Last day to drop or withdraw from a semester-length course with 100% refund
May 24	First class day;
May 25	Last day for schedule changes
May 27	Fourth class day; Official census day; Official census day for six-week course
May 31	Memorial Day Holiday
June 1	Last day to drop or withdraw from a semester-length course with a 70% refund
June 3	Last day to drop or withdraw from a semester-length course with a 25% refund
June 10	Scholarship forms due for fall 2021 (All students)
June 16	Last day to drop or withdraw from a twelve-week course with a 70% refund
June 21	Last day to drop or withdraw from a twelve-week course with a 25% refund Last day to drop or withdraw with a grade of "W"
June 30	Final examinations
July 1	Final grades due to Office of the Registrar by 10:00 a.m.
July 15	Last day to drop or withdraw from a twelve-week course with a grade of "W"

## **2021 Summer Semester II\*^**

April 1 - June 30	Registration Summer II 2021
June 29	Payment deadline (If registered for classes April 1-June 29)
July 1	Last day to drop or withdraw from a semester-length course with a 100% refund
July 5	First class day
July 6	Last day for schedule changes
July 8	Fourth class day, official census day;
July 12	Last day to drop or withdraw from a six-week Summer Semester II course with a 70% refund
July 14	Last day to drop or withdraw from a six-week Summer Semester II course with a 25% refund Last day to drop or withdraw from a twelve-week course with a grade of "W"
	Financial aid forms for Fall 2021 due
July 29	Last day to withdraw or drop from a six-week Summer Semester II course with a grade of "W"
August 10	Final examinations
August 11	Final grades due to Office of the Registrar by 10:00 a.m.

**Off-Campus Teaching Center Registration**  
**Fall, Spring, Summer I and II – see the online Academic Calendar**

\*For selected programs and courses that are flex entry (other than semester length), starting/ending dates and refund periods will vary. Drops/withdrawals may affect Financial Aid eligibility. Students enrolled in one or more of these courses should consult the refund schedule and contact the Financial Aid office if they are recipients of financial assistance.

^Dates subject to change. See online schedule for most up-to-date information

## **ADMISSIONS METHODS AND DOCUMENTATION**

Angelina College enrolls students without regard to sex, gender, race, color, religion, national origin, disability, age, or any other basis prohibited by law. The College reserves the right to verify residency status of a prospective student. Admission to the College does not imply admission to all academic programs. In order to enroll in selective academic programs with additional admission requirements, a student must meet the College's admissions criteria in this section, as well as the specific admission requirements for the selective academic program.

### **Contact Information for Admissions**

Angelina College Office of Admissions  
P.O. Box 1768  
Lufkin, TX 75902-1768

Telephone: (936) 633-5210  
Internet: [www.angelina.edu](http://www.angelina.edu)  
Email: [admissions@angelina.edu](mailto:admissions@angelina.edu)

### **Methods of Admission**

All methods of admission listed below require: (a) completion of an application for admission, (b) assessment of academic preparation for college-level work or approved exception to assessment (see Texas Success Initiative section of this catalog for exemptions), and (c) official transcripts.

1. **High School/Home School Graduate Admission:** A graduate of a public high school or an accredited private high school or home school who is pursuing an associate degree or college transfer courses is eligible for unconditional enrollment. At the discretion of the Office of Admissions, the college may require a student to supply his/her high school transcript in order to receive or send an official copy of the college record.
2. **High School Equivalency Diploma:** Individuals who earn a General Education Diploma (GED) or other high school equivalency diploma, and file their documentation in the Office of Admissions, are eligible for enrollment.
3. **Concurrent Admission and Dual Credit Courses:** *Concurrent admission* occurs when a student enrolls in high school and takes an Angelina College course. Dual credit courses are a form of concurrent admission wherein students receive college credit and high school credit if they successfully complete an approved college course.

The College may permit students who have enrolled in the ninth grade in an accredited high school to enroll concurrently at Angelina College if all the following criteria are met:

- Recommendation of the high school principal or school district superintendent;
- Permission of the parent or legal guardian; and
- Other criteria required by college policy and state law, including adequate entrance exam scores (see Texas Success Initiative section of this Catalog).

For concurrent admission, including dual credit courses, Angelina College recommends that (a) students have a minimum 85 average in high school academic courses, and (b) students take no more than two (2) courses in their initial semester. A student may not enroll in college-level English or math courses if the student requires developmental education/remediation in these areas because The College cannot provide developmental courses to student who are still enrolled in high school. At the discretion of the Office of Admissions, the College may require a student to supply his/her high school transcript in order to receive or send an official copy of the college record.

Students interested in earning dual credit, or who have questions about admission criteria for dual credit courses, should contact the AC Director of Academic Success. Please note that most accredited high schools restrict each student to enrolling in no more than two college credit courses each semester.

4. **Individual Approval:** A student who is not a graduate of a state accredited high school at the time of application to AC, but who is 18 years of age or older, may be admitted conditionally. The student must submit to the Office of Admissions a General Education Diploma (GED), other high school equivalency diploma, or high school transcript certifying graduation by the end of the first semester of enrollment.
5. **College Transfer:** College transfer students seeking enrollment to earn a degree or certificate must present an official transcript from each college attended prior to their enrollment at Angelina College. Students on academic suspension from other colleges are not eligible for enrollment until the suspension period has elapsed. However, provisional enrollment may be established; contact the Office of Admissions for additional information.
6. **Transient Admission:** Students who are enrolled at another college or university and seeking to take a class at AC are classified as transient students. Students admitted under this option are considered non-degree seeking and are not eligible for financial aid. The following admission requirements must be met prior to registration: a transient admission application must be submitted and processed, official college transcript(s) must be submitted showing TSI status and pre-requisite(s), and proof of bacterial meningitis vaccination for students under the age of 22.
7. **Non-Degree Seeking Student Enrollment:** A student who is 55 years of age or older and not seeking a degree or certificate may enroll periodically. All students must follow regular enrollment procedures but will be exempt from assessment testing. Senior citizens (persons 65 years of age or older) may audit or enroll in up to six credit hours in any course(s) offered by Angelina College without the payment of tuition, if space is

available (see: “Senior Citizens” in the Tuition and Fees - Limitations section of this catalog).

8. **Re-Admission:** If a student has attended another college since Angelina College last enrolled him/her, an official transcript from that institution will be required. The College will not allow a readmitting student to enroll if the admissions file was incomplete during the previous enrollment.

## **Conditional Admission**

Each student applying for admission must meet the requirements described in the selected method of admission. The College may admit and allow a student to register for classes conditionally if he/she does not provide the required documents with the understanding that the student must file the required documents with the Office of Admissions by the end of the semester. Failure to provide the required documents by the date given will result in the student being blocked from future enrollment and not being eligible to receive transcripts. The College will not permit a conditional admission student to reenroll until all admissions requirements have been met.

## **Admission Authority and Readmission Appeals**

The Director of Admissions and Registrar are charged with the primary responsibility of making admissions decisions. However, in unusual cases, wherein it is believed sufficient grounds exist for appeal, a student denied admission for academic reasons may appeal the decision of the Director of Admissions and Registrar. Angelina College students on academic suspension must normally serve out the suspension period prescribed according to the college academic policies (generally one fall or spring semester). However, in unusual cases, wherein it is believed sufficient grounds exist for an appeal, an Angelina College student may appeal to the college admissions committee by submitting an appeal in writing to the Office of Admissions. A student may appeal an academic suspension only once during his/her college career. The decision of the committee will be final. See regulations under section entitled “Academic Requirements” later in this catalog. Refer to the college calendar in this catalog for the date of the appeals meeting.

## **Required Admission Documents**

The following admission documents must be on file in the Office of Admissions before the initial registration:

1. A new student application for admission submitted online through [www.applytexas.org](http://www.applytexas.org) or an alternative application submitted online through <https://myac.angelina.edu/ICS/Admissions/>
2. For concurrent admission, letters of recommendation from the high school counselor or principal and parental or guardian permission;
3. Official high school transcript (for high school / home school graduate admission);
4. Official GED or other high school equivalency test scores (for individual approval admission);
5. Official college transcript(s) (for degree seeking, college transfer, transient student admission);
6. An official copy of the student’s placement test scores where applicable. (see Texas Success Initiative section in this catalog); and

7. Proof or waiver of bacterial meningitis vaccine for students under the age of 22 must be on file in the Office of Admissions ten (10) days prior to the first day of class. (see: Requirement for Bacterial Meningitis Vaccination before Enrollment section of this catalog). Health care students have special immunization requirements and should speak with the program coordinator/director about these requirements.

Applicants are encouraged to submit results of standardized tests (ACT, SAT, TSI, etc.) to the Office of Admissions for use in counseling, academic advisement, and scholarship consideration.

### **Requirement for Bacterial Meningitis Vaccination before Enrollment**

Texas Education Code § 51.9191 requires Angelina College to provide information relating to bacterial meningitis to new students or to a parent or guardian of a new student of the College. Angelina College provides information about Bacterial Meningitis in the online student handbook. The College also reviews this information during new student orientation, and obtains confirmation from each student that he/she has received the information.

Texas Education Code § 51.9192 requires a student or a parent or guardian of the student to provide to Angelina College a certificate signed by a health practitioner or an official immunization record evidencing that the student has received a bacterial meningitis vaccination dose or booster during the five-year period preceding the tenth day before the first day of the semester or other term in which the student initially enrolls.

Angelina College encourages prospective students, parents, and guardians of students to consult a physician about the need for immunization to prevent disease. However, a student or a parent or guardian of the student is not required to provide proof of immunization if the student or a parent or guardian of the student submits to Angelina College:

1. an affidavit or a certificate signed by a physician who is duly registered and licensed to practice medicine in the United States in which it is stated that, in the physician's opinion, the vaccination required would be injurious to the health and well-being of the student; or
2. an affidavit signed by the student stating that the student declines the vaccination for bacterial meningitis for reasons of conscience, including a religious belief, or confirmation that the student has completed the Internet-based process described by Subsection (d-3) for declining the vaccination on that basis, if applicable to the student. Angelina College has elected to use the secure, internet-based form provided by the Texas Department of State Health Services to allow an entering student to apply online for an exemption from the vaccination requirement for reasons of conscience. The website is <https://corequestjc.dshs.texas.gov/>.

In addition, a student is not required to submit proof of bacterial meningitis immunization if the student is 22 years of age or older by the first class day of the semester in which they will enroll.

### **Student Address**

The College requires students who change addresses after registration to notify the Office of Admissions in writing immediately. See the Office of Admissions and Records in the Student Center or call (936) 633-5210.



## **AC Student Email and Official Communication**

Angelina College students are assigned an email address upon completion of the admissions application. AC will use this email address to send all official college correspondence. All notifications made through delivery to a student's assigned college email address will be considered delivered. For information regarding student email username and password, see <http://www.angelina.edu/it/student-email-inst/> or contact the AC Help Desk on the first floor of the Administration Building or by phone at 936-633-5208.

## **STUDENT CLASSIFICATION, TUITION, AND FEES**

### **Student Classifications**

For tuition purposes, The College will classify students enrolled in Angelina College as follows:

- **In-District:** Students who are legal residents of Angelina County. *Legal residents* include all students who, at the census date of a semester, have established a bona fide residence in Angelina County (see also: "Waiver of out-of-district tuition fees for individuals owning property subject to Ad Valorem taxation" in this catalog).
- **Out-of-District:** Students who are legal residents of Texas counties other than Angelina County.
- **Out-of-State:** Students who are not legal residents of Texas, pursuant to the authority granted by Texas Education Code § 54.052 are defined as:

Students who are less than 18 years of age, living away from their family and whose family has not resided in Texas for the 12 months immediately preceding the date of registration, or students of 18 years of age or over who reside out of state or who have not been legal residents of the state 12 months immediately preceding the date of registration.

Students may obtain other residency requirements and information in the Office of Admissions.

### **Tuition**

Table A presents the tuition schedule for 2020 Fall Semester. The College may revise the schedule for 2020 Spring Semester and/or for 2020 Summer Semesters pending state funding. Tuition and fees for auditing courses are the same as for regular enrollment in the courses. Students must complete enrollment in audited courses during the regular registration periods.

The College charges a \$50 per credit hour differential tuition rate in addition to the rates presented in Table A for the following nursing clinical courses: RNSG 1260, RNSG 1262, RNSG 1363, RNSG 2363, RNSG 2360, and VNSG 1360. The College charges a \$12 per credit hour differential tuition rate in addition to the rates presented in Table A for the following welding courses: WLDG 1428, WLDG 1435, WLDG 1457, WLDG 2406, WLDG 2413, WLDG 2443, and WLDG 2453).

**Payment of Tuition and Fees:** Angelina College requires students to pay all tuition and fees at the time of registration. Students are not entitled to enter classes or laboratories until they pay assessed fees and and/or make appropriate deposits. Failure to pay the amount owed in the allotted time can result in any or

all of the following sanctions: (a) drop or withdrawal from classes, (b) withholding of future registration privileges, (c) withholding of transcripts, and (d) withholding award of a degree.

**TABLE A**

**TUITION AND FEE SCHEDULE**

Credit Hours	General Institutional Services Fee (GISF)		In-District		Out-of-District		Out-of-State		International	
	In-District	Out-of-Dist., State, & Int'l	Tuition	Total	Tuition	Total	Tuition	Total	Tuition	Total
1	27	36	67	94	110	146	155	191	232	268
2	54	72	134	188	220	292	310	382	464	536
3	81	108	201	282	330	438	465	573	696	804
4	108	144	268	376	440	584	620	764	928	1,072
5	135	180	335	470	550	730	775	955	1,160	1,340
6	162	216	402	564	660	876	930	1,146	1,392	1,608
7	189	252	469	658	770	1,022	1,085	1,337	1,624	1,876
8	216	288	536	752	880	1,168	1,240	1,528	1,856	2,144
9	243	324	603	846	990	1,314	1,395	1,719	2,088	2,412
10	270	360	670	940	1,100	1,460	1,550	1,910	2,320	2,680
11	297	396	737	1,034	1,210	1,606	1,705	2,101	2,552	2,948
12	324	432	804	1,128	1,320	1,752	1,860	2,292	2,784	3,216
13	351	468	871	1,222	1,430	1,898	2,015	2,483	3,016	3,484
14	378	504	938	1,316	1,540	2,044	2,170	2,674	3,248	3,752
15	405	540	1,005	1,410	1,650	2,190	2,325	2,865	3,480	4,020
16	432	576	1,072	1,504	1,760	2,336	2,480	3,056	3,712	4,288
17	459	612	1,139	1,598	1,870	2,482	2,635	3,247	3,944	4,556
18	486	648	1,206	1,692	1,980	2,628	2,790	3,438	4,176	4,824
19	513	684	1,273	1,786	2,090	2,774	2,945	3,629	4,408	5,092
20	540	720	1,340	1,880	2,200	2,920	3,100	3,820	4,640	5,360
21	567	756	1,407	1,974	2,310	3,066	3,255	4,011	4,872	5,628

## **Mandatory and Required Incidental Fees**

Mandatory fees are required for attending Angelina College and/or for enrollment in specific courses or laboratories. The College assesses required incidental fees to a student for specific services he/she may need from the College.

A differential tuition rate increase of \$50 per credit hour applies to nursing clinical courses (RNSG 1260, RNSG 1262, RNSG 1363, RNSG 2363, RNSG 2360, and VNSG 1360) and an increase of \$12 per credit hour for welding courses (WLDG 1428, 1435, 1457, 2406, 2413, 2443, and 2453).

A \$50 (Fall and Spring Semesters only) declining balance fee will be applied to all students (excluding those enrolled exclusively in dual credit courses) taking 6 or more credit hours. This fee will fund each student's individual declining balance fund.

**General Institution Services Fee:** The General Institution Services Fee (GISF) is a mandatory fee that entitles students to free admission to all regular college athletic events, drama/musical performances, and student activities by presentation of valid student ID card. Table A also presents the GISF schedule.

**Mandatory Fees:**

General Institutional Services Fee .....	Table A
Bowling (PHED 1103, PHED 2103) .....	\$85
Distance Education per course (online, hybrid, and Virtual College of Texas).....	\$50
Golf (PHED 1111, PHED 2111) .....	\$55
Health Careers Simulation/Lab Fees .....	\$200
(RNSG 1205, 1412, VNSG 1423, EMSP 1338, RSPT 1410)	
Lab Pack (SRGT 1409).....	\$200
Liability Insurance .....	\$15
(Nursing, Human Services, Child & Family, Radiologic Technology, Respiratory Care, Pharmacy Tech, Sonography, Surgical Tech)	
Liability Insurance (AUMT) .....	\$61
Liability Insurance (EMSP) .....	\$61
MUAP (All 11## and 21##) .....	\$60
MUAP (All 12## and 22##) .....	\$90
Racquet Sports (PHED 1106, PHED 2106, PHED 2112).....	\$50
Scuba Fee (PHED 2124).....	\$95
Scuba Fee (PHED 2225).....	\$125
Simulations (EMSP 1338; SRGT 1409, RSPT 1410; RNSG 1205, 1412; VNSG 1423) .....	\$200
Swimming (PHED 1102, PHED 2102).....	\$70
Tennis (PHED 1107, PHED 2107) .....	\$50

**Mandatory Testing Fees:**

Nursing HESI A2 Admissions Exam .....	\$45
Nursing HESI Retest (if first HESI score does not meet or exceed departmental requirements).....	\$45
HESI Specialty Test and Re-Test:.....	\$45
RNSG 1301, 1309, 1412, 1343, 2213, 2130 (each)	
VNSG 1304, 1405, 1423, 1331, 1330, 1334, 1238, 1432, 1219 (each)	
ExamSoft fee (RNSG 1309, RNSG 1327, RNSG 1343) .....	\$65
HVAC Certification Exams (HVAC 608, HVAC 609) .....	\$50
Keyboarding Tutorial.....	\$10
Basic Fire Academy .....	\$85
Typing Proficiency Test.....	\$20
TSI Assessment (may be waived) .....	\$35
Work Keys (depending on test section) .....	\$15

**Mandatory Laboratory Fees:**

ACNT 1311 .....	\$15
ARCE 1452, 2452.....	\$15
ARTC 1402, 1413, 2405, 2413 .....	\$15
ARTS 1311, 1316, 2316, 2323, 2326, 2333, 2343, 2346, 2356, 23482356, 2366.....	\$15
ARTV 1351, 1451 .....	\$15
AUMT 1407, 1410, 1416, 1419, 1445, 2417, 2425 .....	\$15
BCIS 1305 .....	\$15
BIOL 1406, 1407, 1408, 1409, 1411, 1413, 2106, 2401, 2402, 2404, 2420.....	\$15

BUSI 2304.....	\$15
CDEC 1413, 1419, 1421, 1458, 2426.....	\$15
CETT 1349, 1409, 1457, 2337, 2437.....	\$15
CHEM 1105, 1107, 1411, 1412, 2423, 2425.....	\$15
COMM 1318, 2311, 2315, 2315, 2330.....	\$15
COSC 1300, 1301, 1315, 1320, 1336, 2315.....	\$15
CPMT 1311.....	\$15
DEMR 1405, 1406, 1413, 1442, 1449, 2432.....	\$15
DFTG 1405, 1409, 1417, 1433, 2402, 2421, 2430.....	\$15
DMSO 1266, 1351, 1441, 2351, 2353, 2405.....	\$15
DRAM 1120, 1330, 1342, 1351, 1352, 2120, 2121, 2331, 2351, 2352.....	\$15
DRAM 1341.....	\$45
DSVT 1300.....	\$15
EDUC 1300, 1301, 2301.....	\$15
ELPT 1411, 1429, 1441, 1445, 2305, 2331, 2405, 2419.....	\$15
EMSP 1355, 1356, 1338, 1501, 2205, 2243, 2306, 2430, 2434, 2544.....	\$15
ENGL 0250, 0310, 0320, 1301, 2311, NCBE 0130/0230.....	\$15
ENGR 1304, 1305.....	\$15
ENTC 2310.....	\$15
FCEL 1305.....	\$15
FORS 2450.....	\$15
GEOL 1403, 1404.....	\$15
GISC 1411.....	\$15
GRPH 1459.....	\$15
HART 1303, 1401, 1407, 1445, 2336.....	\$15
HYDR 1350, 1409, 1415, 2330, 2455, 2459.....	\$15
IMED 1416, 2411.....	\$15
INEW 2330.....	\$15
INRW 0310, 0320, 0410, 0420.....	\$15
INTC 1301, 2359.....	\$15
ITCC 1314, 1340, 2312, 2313.....	\$15
ITNW (All).....	\$15
ITSC (All).....	\$15
ITSE (All).....	\$15
ITSW (All).....	\$15
ITSY 2400, 2441.....	\$15
LOTT 1301.....	\$15
MATH 0250, 0310, 0320, 0330, 0325, NCBM 0130.....	\$15
MCHN 1190, 1191, 1320, 1405, 1426, 1438, 1441, 1452, 1454, 2305, 2431, 2435, 2438, 2441, 2444, 2445.....	\$15
MSCO (All).....	\$15
MUEN 1121, 1122, 1123, 1124, 1131, 1132, 1141, 1142, 1151, 1152, 2121, 2122, 2123, 2124, 2131, 2132, 2141, 2142, 2151, 2152.....	\$15
MUSC 1327, 2427, 2347.....	\$15
MUSI 1116, 1117, 1162, 1181, 1182, 1183, 1185, 2101, 2116, 2117, 2117, 2181, 2182, 2192.....	\$15
NCBE 0230.....	\$15
NCBR 0130.....	\$15
NCBM 0130.....	\$15
PHED 1100, 1101, 1104, 1105, 1108, 1109, 1110, 1112, 1113, 1114, 1115, 1116, 1117, 1118,	

1119, 1120, 1121, 1122, 1123, 1306, 2100, 2101, 2104, 2105, 2108, 2109, 2110, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123 .....	\$15
PHRA 1309, 1313, 1345, 1349, 1441 .....	\$15
PHYS 1105, 1115, 1401, 1402, 1411, 2425, 2426 .....	\$15
POFI (All) .....	\$15
POFT 1301, 1319, 1325, 1429, 2303 .....	\$15
PSYC 1300 cross referenced with EDUC 1300 .....	\$15
RADR (All) .....	\$15
REDG 0250, 0300, 0310, 0320, 1310, 2310, NCBR 0130 .....	\$15
RNSG 1205, 1215, 1260, 1262, 1301, 1309, 1327, 1341, 1343, 1360, 1363, 1412, 2130, 2213, 2331, 2363, 2360 .....	\$15
RSPT 1261, 1361, 1362, 1410, 1411, 2361, 2362 .....	\$15
SLNG 1344, 1345, 1404, 1405 .....	\$15
SPAN 1411, 1412 .....	\$15
SRGT 1405, 1409, 1541, 1542 .....	\$15
STSU 0300 .....	\$15
TECA 1303, 1311, 1318	\$15
VNSG 1219, 1238, 1304, 1330, 1331, 1334, 1361, 1362, 1405, 1423, 1432 .....	\$15
WLDG 1291, 1337, 1391, 1421, 1428, 1435, 1457, 2406, 2413, 2443, 2453 .....	\$40

#### **Required Incidental Fees:**

Diploma Replacement Fee .....	\$30
Dorm daily rate:	
Student .....	\$15
Non-student .....	\$25
Installment Plan Fee .....	\$30
Purchase of an ID card/badge, Non-credit Students .....	\$15
Loan Processing Fee .....	\$30
Replacement or Special Request I.D. ....	\$10
Three-Peat Course Fee (per credit hour) .....	\$50
Concurrent Non-reimbursable (per credit hour) .....	\$100

#### **Required Incidental Testing Fees:**

Departmental/Credit by Experience .....	\$20
Proctored Correspondence Exams .....	\$25
Spanish Bypass Credit .....	\$20
TSI Individual Assessment .....	\$15

### **Tuition Installment Plan**

During the fall or spring semesters, students who have no outstanding debt to the college and are not in student loan default status may elect to pay tuition and fees in installments. Students must have a valid credit card or bank account to utilize this plan. The College will direct them to a website to enter necessary information. A \$30.00 loan-processing fee will be assessed.

The College will prohibit students who fail to make full payment according to the schedule indicated in the tuition installment plan from registering for classes in subsequent semesters and may deny credit for

the work done in the current semester. The College will assess students a missed payment fee. Interested students should inquire at the Business Office during registration.

## **Tuition and Fees – Limitations**

The Texas Education Code authorizes the following limitations to tuition and fees.

1. Waiver of out-of-district tuition fees for individuals owning property subject to Ad Valorem taxation (Tex. Ed. Code § 130.0032)  
Angelina College will waive the difference between out-of-district tuition fees and in-district tuition fees for individuals, or their dependents, who own property within the geographic boundaries of Angelina County that is subject to ad valorem taxation. Persons, or their dependents, applying for such waiver shall verify property ownership by presentation of an ad valorem tax statement or receipt issued by the county tax assessor-collector's office, or by presentation of a deed, property-closing statement, or other appropriate evidence of ownership of property that is subject to ad valorem taxation by Angelina College. In order to receive this waiver/exemption, the student must be making satisfactory academic progress as defined by Angelina College's Satisfactory Academic Progress Policy found in the Financial Aid section of this catalog.
2. Concurrent enrollment in more than one institution of higher education (Tex. Ed. Code § 54.011)  
When a student registers at more than one public institution of higher education at the same time, his/her tuition charges shall be determined in the following manner:
  - a. The student shall pay the full tuition charge to the first institution at which he/she registered; and in any event, he/she will pay an amount at least equal to the minimum tuition specified in this code.
  - b. If the minimum tuition specified in this code for the first institution at which the student is registered is equal to or greater than the minimum tuition specified in this code for the second institution at which the student is registered concurrently, the student will not be required to pay the specified minimum tuition charge to the second institution in addition to the first institution, but will pay only the hourly rates, as provided in this code, to the second institution.
  - c. If the minimum tuition specified in this code for the first institution at which the student is registered is less than the specified minimum tuition charge at the second institution (that is, if the second institution has a higher minimum tuition charge specified in this code), then the student will first register at the institution having the lower minimum tuition and will pay the second institution only the amount equal to the difference between his/her total tuition charge at the second institution and his/her total tuition charge at the first institution, but in no case shall the student pay to the second institution less than the hourly rate as provided in this code.
  - d. If a student is considered to be a Texas resident and therefore qualified to pay Texas resident tuition rates by one institution at which he/she is registered, that student will be considered a Texas resident at each of the institutions at which he/she is concurrently registered for the purposes of determining the proper tuition charges. Nothing in this subsection shall be so construed as to allow a non-resident to pay resident tuition except at institutions covered by Section 54.060 of this code. **A copy of the student's paid receipt from the first institution must be presented during registration at Angelina College.**

In order to receive this waiver/exemption, the student must be making satisfactory academic progress as defined by Angelina College's Satisfactory Academic Progress Policy found in the Financial Aid section of this catalog.

**3. Hazlewood Act (Tex. Ed. Code § 54.203 (a) & (b))**

Certain veterans who have served a minimum of 180 days on active military duty and who have received an honorable discharge, who were residents of Texas at the time of entry into the service, who have resided in Texas for at least the twelve-month period before the date of registration, and whose entitlement to educational benefits under federal legislation (financial aid) has been exhausted are eligible for exemption from the payment of tuition and fees at public schools. Applicants are not exempted from the payment of property deposits, fees, lodging or board. These exemptions also apply to children of members of the Armed Forces killed in action or who died while in the service and to the children of members of the Texas National Guard and Texas Air National Guard killed since January 1, 1946, while on duty. The benefits are extended to the children of members of the Armed Forces who are missing in action or whose death is documented by the armed services as being directly caused by illness or injury connected with service in the Armed Forces. Benefits are also available to children of Texas veterans who are totally disabled for employability. To obtain this exemption, the veteran or his/her dependent should furnish the following documents to the VA Certifying Official in the Student Financial Aid Office:

- a. A certified copy of discharge papers,
- b. A letter from the Veterans Administration or other proof that the veteran's benefits have been exhausted, and
- c. Verification that federal financial aid is not available.

Dependents should furnish official documentation from the military indicating eligibility. No student may use Hazlewood for more than 150 credit hours, with the count beginning in 1995 Fall Semester. The application for financial aid should be made at least six weeks in advance of registration. All documents should be submitted to the Office of Student Financial Aid well in advance of registration. Until an entitlement for this exception has been established, the student will pay the regular fees from his/her own funds.

In order to receive this waiver/exemption, the student must be making satisfactory academic progress as defined by Angelina College's Satisfactory Academic Progress Policy found in the Financial Aid section of this catalog.

**4. Children of Certain Disabled Public Employees (Tex. Ed. Code § 54.204)**

Children of certain firemen, peace officers, employees of the Texas Department of Corrections, and game wardens who have suffered injury resulting in death or disability sustained in the line of duty are exempt from payment of all dues, fees, and charges. A person is not entitled to the exemption if the person does not apply initially for the exemption before the date the person becomes 21 years of age. A person is not entitled to an exemption for any term or semester the person begins after the date the person becomes 26 years of age.

**5. Surviving Spouse and Dependent Children of Certain Deceased Public Servants (Tex. Govt. Code § 615.0225)**

A person is eligible to receive education benefits under this section if the person is a surviving spouse; or a surviving minor child as defined by Section 615.001. An eligible person who enrolls as a full-time student at an institution of higher education is exempt from tuition and fees at that

institution until the student receives a bachelor's degree or 200 hours of course work, whichever comes first. The institution of higher education shall also provide textbooks to the student.

In order to receive this waiver/exemption, the student must be making satisfactory academic progress as defined by Angelina College's Satisfactory Academic Progress Policy found in the Financial Aid section of this catalog.

**6. Deaf and Blind Students (Tex. Ed. Code § 54.205)**

Certain deaf and blind persons may be eligible for exemption of tuition, lab fees, activity fees, and building use fees. Such persons are not exempt from charges for lodging, board, books or supplies for which other students normally pay.

To be eligible for the Deaf and Blind Student exemption, a person must:

- a. be a resident of Texas as defined by Texas Higher Education Coordinating Board rules;
- b. be a high school graduate or its equivalent (i.e., GED);
- c. present a certificate that he/she is a blind or deaf person issued by the Department of Assistive and Rehabilitative Services, or the Texas Commission for the Deaf and Hearing Impaired, as appropriate (the certificate is required for the initial enrollment only and remains valid for subsequent enrollments at the institution in the student's designated course of study);
- d. present a letter of recommendation from the principal of the high school attended or from a public official or some other responsible person who knows the blind or deaf person;
- e. present a statement written by/for the blind or deaf person that sets out the person's purpose in pursuing higher education and that indicates the certificate or degree program to be pursued or the professional enhancement anticipated from the course of study for that certificate or degree program; and
- f. provide proof that he/she meets the institution's entrance requirements.

In order to receive this waiver/exemption, the student must be making satisfactory academic progress as defined by Angelina College's Satisfactory Academic Progress Policy found in the Financial Aid section of this catalog.

**7. Honor Graduate (Tex. Ed. Code § 54.201)**

The highest-ranking graduate of each accredited Texas high school is eligible for a scholarship that provides full exemption from tuition for both semesters of the first regular session immediately following his/her graduation. When, in the opinion of the institution's president, the circumstances of the individual case (usually military service) merit such action, this exemption may be granted for any one of the first four regular sessions following that individual's graduation from high school. Application for this exemption should be made in the Office of Student Financial Aid.

In order to receive this waiver/exemption, the student must be making satisfactory academic progress as defined by Angelina College's Satisfactory Academic Progress Policy found in the Financial Aid section of this catalog.

**8. Children of Prisoners of War or Persons Missing in Action (Tex. Ed. Code § 54.209)**

Dependent children of any person, who is a domiciliary of Texas on active duty as a member of the armed forces of the United States, and who at the time of registration is classified by the Department of Defense as a prisoner of war or as missing in action, are eligible for exemption of tuition and



fees. Application for this exemption should be made in the Office of Student Financial Aid well in advance of the student's registration.

In order to receive this waiver/exemption, the student must be making satisfactory academic progress as defined by Angelina College's Satisfactory Academic Progress Policy found in the Financial Aid section of this catalog.

**9. Senior Citizens (Tex. Ed. Code § 54.210 (b) & (c))**

The governing board of a state-supported institution of higher education may allow senior citizens (persons 65 years of age or older) to audit or enroll in up to six credit hours in any course(s) offered by the institution without the payment of tuition, if space is available.

**10. Students in Foster or Other Residential Care (Tex. Ed. Code § 54.211)**

Students who were in foster care or other residential care under the conservatorship of the Department of Protective and Regulatory Services on or after the day preceding their 18th birthday; the day of the student's 14<sup>th</sup> birthday, if the student was also eligible for adoption on or after that day; or the day the student graduated from high school or received the equivalent of a high school degree; may be eligible to have tuition and fees waived. To receive the exemption, an otherwise eligible student must enroll in an institution of higher education not later than the third anniversary of the date (1) The student was discharged from the foster or other residential care, or (2) graduated from high school or received the GED, or (3) became 21 years of age. Eligible students should be able to provide documentation from the Department of Protective and Regulatory Services which certifies their eligibility for the tuition and fee exemption.

**11. Transfers for Economic Development (Tex. Ed. Code § 54.052 (h))**

An individual eligible to establish a domicile in Texas, who has come from outside Texas and registered in an educational institution before having resided in Texas for a twelve-month period immediately preceding the date of registration and his dependents, is entitled to pay the tuition fee and other fees required of Texas residents if the individual has located in Texas as an employee of a business or organization within five years of the date that such business or organization became established in this state as part of the program of state economic development and diversification authorized by the constitution and laws of this state and if the individual files with the Texas institution of higher education at which he registers a letter of intent to establish residency in Texas. Evidence of such eligibility must be obtained from the Texas Higher Education Coordinating Board.

**12. Nonresident Military Personnel in Texas (Tex. Ed. Code § 54.058)**

Nonresident military personnel stationed in Texas, their spouses and their children are eligible to pay resident tuition rates. Applicants must provide documentation from the military branch of service verifying assignment in Texas.

A person is entitled to pay tuition and fees at an institution of higher education at the rates provided for Texas residents without regard to the length of time the person has resided in this state if the person files with the Office of Admissions a letter of intent to establish residence in this state and resides in this state while enrolled in the institution and the person:

- a. is eligible for benefits under the federal Post-9/11 Veterans Educational Assistance Act of 2008 (38 U.S.C. Section 3301 et seq.) or any other federal law authorizing educational benefits for veterans;
- b. is the spouse or child (including step-children) of a person described in this section; or

- c. is a child of a person described in this section, who is 25 years of age or younger on the first day of the semester or other academic term for which the person is registering unless the child can provide the institution documentation of severe illness or other debilitating condition that affected the person's ability to use the benefit provided by this subsection before reaching that age may be granted additional time to use the benefit corresponding to the time the person was unable to use the benefit because of the illness or condition.

**13. Texas National Guard Tuition Assistance Program (Tex. Govt. Code § 431.090)**

Eligible individuals in the Texas Army or Air National Guard and Texas State Guard may qualify to be exempt from payment of tuition. To apply, students should contact the unit commander of his/her National Guard, Air Guard or State Guard unit or the Education Officer, State Adjutant General's Office, P.O. Box 5218/AGTX-PAE, Austin, TX, 78763-5218 or at 512-782-5515 or send an email to [education.office@tx.ngb.army.mil](mailto:education.office@tx.ngb.army.mil).

**14. Exemption for Adopted Students Formerly in Foster Care or Other Residential Care (Tex. Ed. Code § 54.2111)**

A student is exempt from the payment of tuition and fees if the student:

- a. was adopted; and
- b. was the subject of an adoption assistance agreement under Texas Family Code Subchapter D, Chapter 162.

Eligible students should be able to provide documentation from the Department of Protective and Regulatory Services which certifies their eligibility for the tuition and fee exemption.

In order to receive this waiver/exemption, the student must be making satisfactory academic progress as defined by Angelina College's Satisfactory Academic Progress Policy found in the Financial Aid section of this catalog.

**15. Exemption of eligible preceptors and eligible students from payment of up to \$500 of tuition per semester (Tex. Ed. Code § 54.222)**

To receive an exemption under this program, a preceptor must be a resident of Texas, be a registered nurse, and be serving under a written preceptor agreement with an undergraduate professional nursing program as a clinical preceptor for students enrolled in the program for the semester or other academic term for which the exemption is sought. A student that is a resident of Texas may receive the exemption as the child of a person meeting all criteria listed. An application is required. See Health Careers Associate Dean of Instruction. This exemption is adjusted based on other scholarships/grants received.

In order to receive this waiver/exemption, the student must be making satisfactory academic progress as defined by Angelina College's Satisfactory Academic Progress Policy found in the Financial Aid section of this catalog.

**16. Exemption of children of professional nursing program faculty and staff from payment of tuition per semester (Tex. Ed. Code § 54.221)**

To receive an exemption under this program, a student must be a resident of Texas; not have been granted a baccalaureate degree; be enrolled at Angelina College; and, be a child of an individual employed full time by Angelina College's nursing department as faculty, administrator, or teaching assistant. The exemption is to be prorated for children of employees meeting above

criteria but employed less than full time. An application is required. See Health Careers Associate Dean of Instruction. This exemption is adjusted based on other scholarships/grants received.

**17. Students Receiving Competitive Scholarships (Tex. Ed. Code § 54.064)**

Nonresident or foreign students receiving competitive academic or non-academic scholarships in the amount of \$1,000 or more are eligible to pay resident tuition rates. To be eligible, the student must have competed with other students, including Texas residents, and the scholarship must have been administered by a school-recognized scholarship committee. Eligibility will be revoked in any semester during which the student fails to receive the scholarship.

**18. Peace Officers Enrolled in Law Enforcement or Criminal Justice Courses (Tex. Ed. Code § 54.3531)**

To encourage persons employed as peace officers to take college courses designed to help them in their work, Angelina College will exempt the student from tuition and fees for certain courses in Peace Officer Programs. To be eligible for the exemption, students must be:

- a. Employed as a Peace Officer by the state of Texas or by a political subdivision of Texas.
- b. Enrolled as an undergraduate in an undergraduate program, including certificate, associate and baccalaureate degrees leading to a law enforcement-related or criminal justice certificate or degree. At Angelina College, these programs include the Certificate in Digital Forensic Specialty Level I and the AAS, Criminal Justice.
- c. Making satisfactory academic progress toward the student's degree as determined by the institution.
- d. Student must apply for the exemption at least one week before the last date of the institution's regular registration period for the applicable semester or other term. To apply for the exemption, students must provide the college's Financial Aid Office with proof of employment as a paid police officer, and enroll in the courses of a law enforcement of criminal justice curriculum.
- e. Have not previously attempted a number of semester credit hours for courses taken at any Texas public institution of higher education while classified as a resident student for tuition purposes in excess of the maximum number specified in TEC Section 61.00595(a) (30 hours beyond the degree requirement).
- f. To receive a continuation award, the police officer must meet the institution's financial aid academic progress requirements.

**19. Firefighters Taking Fire Science Courses (Tex. Ed. Code § 54.353)**

To encourage persons employed as fire fighters or active members of volunteer fire departments to take college courses designed to help them in their work, Angelina College will exempt the student from tuition and lab fees for certain courses offered as part of a fire science curriculum.

To be eligible for the exemption, a student must:

- a. Be employed as a paid fire fighter by a political subdivision of the State of Texas or active members of volunteer fire departments who hold an accredited advanced certification (or the equivalent), under the State Firemen's and Fire Marshal's Association of Texas volunteer certification program, OR a Phase V (Firefighter II) certification (or the equivalent) under the Texas Commission of Fire Protection's voluntary certification program under Texas Govt. Code Section 419.071.
- b. Enroll in courses offered as part of a Fire Science Curriculum. Eligible programs at Angelina College include: EMS-Basic Certificate, EMS-Intermediate Certificate, EMS-Paramedic Completion, and AAS, Emergency Medical Services

- c. Enroll in classes for which the College receives tax support (i.e., a course that does not depend solely on student tuition and fees to cover its costs).
- d. The exemption may not be applied to additional tuition charged to an undergraduate student with excess or repeated hours under Texas Education Code 54.014(a) or (f), or the additional tuition charged to a graduate student with excess hours under Texas Education Code 61.059(1)(1) or (2).
- e. Senate Bill 1210 (83rd Texas Legislature, Regular Session) adds a Grade Point Average requirement for persons to receive continuation awards through the program. The Bill also establishes a Limit to the Total Number of Hours, cumulative, that a student may take and continue to receive awards through this program. These changes went into effect in fall, 2014. Contact the Office of Financial Aid for more information.
- f. Students apply for the exemption by providing the Office of Financial Aid with proof of employment as a paid fire fighter, and enrolling in the courses of an eligible program.

## **FINANCIAL RESPONSIBILITY AND REFUND REGULATIONS**

### **Returned Check Regulation**

The College accepts checks subject to collection through regular banking procedures. A returned check (regardless of reason) whether written by the student or on his/her behalf by a spouse, guardian, friend, parent, or sponsor does not constitute an automatic withdrawal from college. The College will assess a charge of \$30 for any check returned by the bank. Upon notification from the bank of a returned check, the Business Office will notify instructors not to permit a student into class until the check and service charge are paid. The check must be cleared in the Business Office within ten days of the date on which the Business Office sent notice. Failure to respond will result in the College submitting the check(s) to the County Attorney of Angelina County for prosecution and collection.

### **Refund Regulations**

Students who drop or who officially withdraw from Angelina College (or who are officially dismissed from Angelina College) and who are enrolled in semester length courses shall receive refunds of tuition and mandatory fees in excess of the minimum tuition as follows:

- A. Fall and Spring Semesters
  - Prior to the first class day.....100%
  - During the thirteenth through fifteenth class days.....70%
  - During the sixteenth through twentieth class days .....25%
  - After the twentieth class day .....none
- B. Summer Semesters
  - Prior to the first class day.....100%
  - The fifth class day.....70%
  - During the sixth and seventh class days .....25%
  - After the seventh class day.....none

Students who drop courses, who officially withdraw from Angelina College, or who are officially dismissed, and who are enrolled in flex courses and/or non-semester length courses with a census date other than the twelfth class day (e.g., fourth class day for the six-week summer semesters) shall receive refunds of tuition and mandatory fees in excess of the minimum tuition as follows:

Prior to the first class day.....	100%
After classes begin .....	See Table B

Students planning to drop a course or withdraw from the College should visit the Office of Financial Aid to determine how dropping or withdrawing from the course will affect their financial aid.

**Definitions:**

- *Officially withdraw or drop* means that the student submits all required forms to the Office of Academic Success to withdraw from or drop a course.  
*Class Days* refers to the number of calendar days the institution normally meets for classes, not the days a particular class meets. The college calendar lists important class dates.

**Table B**

**Schedule of Refund of Tuition and Mandatory Fees for Flex Courses and/or Non-Semester Length Courses**

Length of Class Term In Weeks	Last Day for 70% Refund	Last day for 25% Refund
2 or less	2	N/a
3	3	4
4	4	5
5	5	6
6	5	7
7	7	9
8	8	10
9	9	11
10	9	12
11	10	14
12	12	15
13	13	16
14	13	17
15	14	19
16 or Longer	15	20

**Additional Regulations**

1. Tuition and fees as published herein are subject to change, if necessary, to comply with state law and regulations of the College. The AC Board of Trustees must approve any variations from catalog regulations governing charges or refunds.
2. The College will consider all college claims for loss or damage of college property, loans, returned checks, and other such charges before the College processes and mails refunds.
3. Incidental fees and the student usage fee are not refundable.
4. The College will refund of tuition and mandatory fees to the student; the student's estate in the event of substantiated death of the student; or to the sponsor, donor, grantor, or other sources from which the College received payment. When the College applied Federal Financial Aid,

including Federal Pell Grant, and another source(s) of payment to a student's account, refunds will be applied to Federal Financial Aid sources initially in the following sequence:

- a. Federal PELL Grant Program
  - b. FSEOG Program
  - c. Other Title IV Programs
5. Classes that the College cancels at the convenience of the College due to low enrollment, shortage of space, unavailability of an instructor, or similar reasons will entitle the student to a full refund of tuition and fees.
  6. If a student withdraws from the College because the student is called to active military service, the College, at the student's option, shall:
    - a. Refund the tuition and fees paid by the student for the semester in which the student withdraws;
    - b. Grant a student, who is eligible under the College's guidelines, an incomplete grade in all courses by designating "withdrawn-military" on the student's transcript; or
    - c. As determined by the instructor, assign an appropriate grade or credit to a student who has satisfactorily completed a substantial amount of course work, and who has demonstrated sufficient mastery of the course material.
  7. Students who add hours within the permissible period will have tuition and fees increased as necessary to meet provisions of state law and college policy.
  8. Students may obtain information regarding refunds for noncredit courses from the Workforce & Continuing Education Division.
  9. The College makes refunds by direct deposit only. The College will process refunds thirty days after the last day of schedule changes resulting from, but not limited to, withdrawal, dismissal, cancellation of classes, or dropped classes.
  10. Students must request all refunds during the same semester in which the student made original payment. The College will not refund less than \$2.00 unless requested by the student at the Business Office.

## **Financial Information for Student Housing and Dining Services**

Angelina College does not discriminate in student housing and dining services based on sex, gender, race, color, religion, national origin, disability, age, or any other basis prohibited by law. All rent and meal plan rates quoted below include applicable sales taxes and the rates are subject to change based on economic conditions.

**Student Housing:** Angelina College has 108 student spaces available in the college residence hall. The College will reserve spaces in the residence hall on a "first come, first served" basis after the College assigns housing for institutional scholarship recipients and after returning resident students have exercised their option to renew a reservation for the semester or term. The College may also reserve blocks of rooms for students participating in special student programs. All student residents will be required to sign a contract with Angelina College (parent must sign for individuals under 18 years of age). This contract will provide that the resident student will comply with all college rules and regulations. The College will strictly enforce Residence hall policies.

**Residence Hall Space Reservation:** Students must apply for a space in the residence hall on the reservation form provided for this purpose. Students may obtain the reservation form from the College's website. Students must submit a \$100 deposit with their reservation form, which the College will retain as a property deposit. The College will use the deposit as a protection against damage to the residence hall,

including furniture and fixtures. If the College assigns space in the residence hall to a student and he/she does not move into the space or fails to cancel his/her reservation by the required date, the student will forfeit the \$100 deposit. The College will refund reservation deposits only upon written request from the student to the Business Office.

**Residence Hall Check-In:** Once the College assigns a residence hall space to a student, the College will notify the student of the date on which the student may check into the hall. If a student does not check into the residence hall with the residence hall supervisor by the first class day of each semester, the College may cancel the student's reservation.

**Rental Rate and Payment:** For the 2020-21 academic year, the rent for a residence hall space is **\$1,100.00** for the 2020 Fall Semester and **\$1,100** for the 2021 Spring Semester. The rent for a residence hall space is **\$550** for the 2021 Summer I Semester and **\$550** for the 2021 Summer II Semester. Students must arrange to pay all rent before moving into the residence hall, including students receiving no financial aid and students receiving financial aid that is insufficient to cover rent, meal plan, and associated fees.

**Dining Services:** Angelina College has a dining hall located on the first floor of the Student Center. The dining hall is open to all students, faculty, staff, and the public for a per-meal fee. The dining hall is open Monday through Friday for three meals, and Saturday and Sunday for two meals. The College's meal plan provides 19 meals per week in the dining hall. The College requires students living in the residence hall to purchase the meal plan for each semester in which the student lives in the hall. The cost of the seven-day meal plan is **\$1,650** for the 2020 Fall Semester and **\$1,650** for the 2021 Spring Semester. Unused meal plan meals expire at the end of each semester. The dining hall opens for meal plans on the first class day and closes on the last class day of each semester or term per the official College Calendar.

For students who do not have a meal plan, they may purchase individual meal tickets through the Business Office. The student may carry individual meal tickets forward to future semesters.

The College does not offer a meal plan during summer semesters.

**Declining Balance Funds:** All Angelina College students (excluding those enrolled exclusively in dual credit courses) who are taking 6 or more hours in a semester (Fall and Spring Semesters only) will have \$50 allotted to their individual declining balance fund. Students may use these funds at the College's dining hall or coffee shop, Roadrunner Cafe.

If a student does not use their full balance during the fall semester, excess funds will roll forward to the spring semester. At the end of each Spring semester, all unused declining balance funds will be forfeited.

**Rent and Meal Plan Refunds:** The College will not make refunds for rent and meal plan fees until the student submits a completed dorm checkout sheet to the Business Office.

**Rent Refunds:** Residence hall students who officially withdraw from the College, who the College dismisses at the convenience of the College on or after the first class day, or who the College expels from the residence hall for violation of policies, will not receive a refund of rent. Students who are forced to withdraw from college due to illness or injury, such withdrawal being substantiated by a physician's written and signed statement, will receive a refund of the unearned rent on a pro rata basis. In the event of the substantiated death of a student, The College will refund the unearned rent and the reservation deposit.

to the estate of the student. In the case of refunds due to students who receive grants and/or scholarships, The College will issue the refunds to the grants and/or scholarship accounts.

**Meal Plan Refunds:** Students who officially withdraw from the College, who the College dismisses at the convenience of the College, or who the College expels from the residence hall, will receive refunds of meal plans based on the unused portion calculated as a percentage of the semester remaining. The College will issue refunds resulting from the substantiated death of a student to the student's estate. In the case of refunds due to students who receive grants and/or scholarships, the College will issue refunds to the grants and/or scholarship accounts.

## **FINANCIAL AID PROCESSES AND REGULATIONS**

**Office of Financial Aid.....Student Center**  
Students may request all information about financial aid, including work-study, from the Office of Financial Aid in the Student Center Building. Students should contact the Office of Human Resources (2<sup>nd</sup> floor Administration Building) for information about available work-study positions, employment applications, and job placement.

**Free Application for Federal Student Aid (FAFSA) ..... [www.fafsa.ed.gov](http://www.fafsa.ed.gov)**  
Angelina College recommends all students complete the Free Application for Federal Student Aid (FAFSA) for each year of enrollment. The FAFSA is available online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Completion of this application is necessary to qualify for federal financial aid, which includes the Pell Grant, Supplemental Education Opportunity Grants, and for College Work-Study programs. Completing the FAFSA is also necessary to qualify a student for the Texas Public Education Grant and for the Texas Grant. Additionally, eligibility for several of the Angelina College scholarships depends upon federal financial aid eligibility.

Students may complete the **Angelina College General Scholarship Application** at [www.angelina.edu/angelina-college-scholarships](http://www.angelina.edu/angelina-college-scholarships).

### **Types of Student Financial Aid available at AC**

- **PELL grants:** The Federal PELL grant program is a federal aid program designed to provide financial assistance to those students who demonstrate financial need. Eligibility for this program is limited to students who have never received a bachelor's degree, are enrolled, and who meet the need-based criteria established by the federal government. Applications for this program are available online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). The application is processed, need is determined, and a Student Aid Report (SAR) is mailed directly to the student, with a copy sent to all schools listed by the student on the Free Application for Federal Student Aid (FAFSA). The College will review SAR information, request additional documentation as needed, and review the student's eligibility for aid, so that an actual award can be determined.
- **Other Grant Programs:** The Federal Supplemental Educational Opportunity Grant (FSEOG), Texas Public Education Grant (TPEG), Texas Grant, and Texas Educational Opportunity Grant (TEOG) are all needs-based programs. A student must file a FAFSA in order to be considered for any of these programs.
- **Federal Student Loans:** Angelina College does not participate in any student loan program.



- **Federal Work-Study:** Through cooperative funding between the Federal Government, the State of Texas, and Angelina College (AC), the College is able to provide employment for students while they attend the college. AC offers part-time employment, not to exceed 19 hours per week, to students who show evidence of financial need. To qualify for work-study employment, students must be enrolled or must be accepted for enrollment in the following semester, must evidence good academic standing, and must show evidence of financial need. Students accepted for employment in this program may be assigned some activity under the College's jurisdiction or appropriate work with an approved nonprofit organization.
- **Scholarship/Tuition Waivers:** Angelina College offers a number of scholarships, some based upon academic performance and others for specific criteria. The Angelina College Scholarships Section of this catalog provides a complete listing of institutional scholarships. There are a number of tuition waivers mandated by the Texas State Legislature. (See: Tuition and Fees – Limitations section of this catalog).
- **Financial Assistance for Veterans and Their Dependents**  
Angelina College is committed to assisting veterans in making the transition to college life, and to helping veterans secure the federal Veterans Affairs (VA) and state education benefits available to help them pay for college coursework for themselves and their eligible dependents. The Financial Aid Veterans Advisor is located in the Student Center.

## **Financial Aid Deadlines**

In order for students to have their financial aid funds available for use at registration, all financial aid papers must be complete and in the Office of Financial Aid before the following dates each semester:

Summer Semester  
May 1

Fall Semester  
July 19

Spring Semester  
November 15

Students who do not have their financial aid papers complete and in the Office of Financial Aid at the deadlines indicated will have to seek alternative ways to pay for their tuition, fees, books, et cetera. These students will receive their financial aid monies at the date of the usual second disbursement if their financial aid papers are complete and in the Office of Financial Aid at that time. The deadline for submission of all documents required for financial aid awarding each semester is the College's published census date for that term.

## **Satisfactory Academic Progress Policy**

Federal and state laws require that students must be making satisfactory academic progress (SAP) in their course of study in order to receive federal financial assistance. These standards apply to all periods of attendance, even periods when a student did not receive financial aid. The Angelina College Office of Financial Aid will assess satisfactory academic progress at the end of each enrollment period (Fall Semester, Spring Semester, and Summer Semester).

**Maximum Time Frame:** The College will expect a student receiving financial aid to complete his/her educational course of study within a reasonable period. The maximum credit hour limit is 150% of the credit hours of the published degree/course requirements for the specific program in which the student is

enrolled. Credit hours transferred from another college or university will be included in the calculation of the maximum period. The College will exclude developmental education credit hours from the 150% maximum. Once a student reaches the maximum attempted hours, the College places the student on Financial Aid Suspension. The College does not provide warning letters for maximum timeframe limit.

**Satisfactory Academic Progress Measures:** To make Satisfactory Academic Progress (SAP), a student must meet the following:

1. **Minimum Grade Point Average (GPA):** This qualitative measure evaluates a student's GPA on coursework at Angelina College. Table C presents the GPA a student must earn per credit hours attempted in order to maintain SAP.

**Table C**

**Satisfactory Academic Progress (SAP) Minimum Grade Point Average per Credit Hours Attempted**

<b>Credit Hours Attempted</b>	<b>Minimum GPA</b>
1 – 20 hours	1.5 GPA
21 - 30 hours	1.75 GPA
31 and above	2.00 GPA

2. **Completion Pace:** This is a quantitative formula that measures whether a student is on pace to complete his/her education within the maximum time frame. A student must complete at least two-thirds (66.7%) of the total cumulative hours attempted. Attempted hours for financial aid purposes are the hours in which a student was enrolled at the Census Date. Grades of W, F, or I will count as non-completed courses. The College calculates repeated courses as a part of completion pace. For financial aid purposes, the College will consider a grade of IP in a developmental course as completion of that course. The College counts credit hours transferred from another institution toward pace but not toward GPA.

**Financial Aid Warning and Suspension:** The College will place a student on financial aid warning status for one payment period if his/her cumulative GPA or Completion Pace is less than that required as stated above. A student will still be eligible for aid for the payment period that he/she is on a financial aid warning status. If the student does not reach the Minimum GPA or Completion Pace standards by the end of the warning payment period, the College will place him/her on financial aid suspension, and he/she will be ineligible for Title IV financial aid assistance or TPEG. The College will notify students of their warning or suspension status.

**Reinstatement of Financial Aid:** A student who has lost eligibility for financial aid may regain eligibility by making Satisfactory Academic Progress if he/she takes coursework that raises his/her minimum Grade Point Average (GPA) and Completion Rate to the levels outlined above. The student should contact the Office of Financial Aid once he/she has met these requirements.

**Financial Aid Suspension Appeal:** Students who the College has placed on Financial Aid Suspension may submit a written appeal of their suspension to the Office of Financial Aid if they feel their inability to make satisfactory academic progress was the result of the death of a relative, an injury or illness of the student, or other special circumstances. The appeal must include a detailed explanation of why the student failed to make satisfactory academic progress, and what has changed in the student's situation that will allow him/her to demonstrate satisfactory academic progress by the end of the next payment period. The

appeal must include a degree plan signed by the student's advisor and supporting documentation to assist the appeals committee in making a determination. The financial aid appeals committee will consider the written appeal, and the College will send notification of the committee's decision to the student prior to the next registration period. The College will not process financial aid appeals during a registration period.

**Developmental Courses:** Students may receive federal aid for no more than 30 credit hours of remedial coursework.

**Repeat Courses:** The College will allow students to repeat a course in which they earn failing or incomplete grades. Students may receive aid only one time for repeating a passed course. In both cases, however, hours attempted for repeating courses will be included in the maximum credit hour limit of 150% as specified in "Maximum Time Frame" above. Refer to the System of Grading section of this catalog for repeated course GPA calculation.

**Minimum Academic Standards for Students Receiving VA Educational Benefits:** A student who is receiving U.S. Department of Veterans Affairs (VA) educational benefits must maintain a cumulative GPA according to the information presented in Table C to make satisfactory progress.

**Probation:** The College shall place students receiving VA educational benefits who fail to achieve an acceptable cumulative GPA, based on the hours attempted, on probation for one semester or summer term. If a student achieves a semester or summer term GPA of 2.0 or better during the probationary period, but has not achieved the required cumulative GPA, the College may continue the student on probation for one more semester or summer term.

**Unsatisfactory Progress:** If the student on probation fails to achieve a 2.0 GPA at the end of the first probationary period, the College will report the student to the Veterans Affairs Regional Office (VARO) as making unsatisfactory progress. The College will report a student who fails to achieve a 2.0 GPA for the second probationary period to the VARO as being suspended.

## **Financial Aid Refund Policy**

Financial aid will be awarded to student accounts by the Office of Financial Aid, and the Business Office will apply payments for tuition and fees, room and meal plan fees for residence hall students, and any charges authorized by the student, to the aid in the student's account through the end of the add/drop period. At the end of the add/drop period, the Office of Financial Aid and Business Office will review each student's account and eligibility for aid, make any adjustments for changes in enrollment status, and then calculate the student's account balance. Once the College has made a determination of account balance, if a credit balance refund is due to the student, the College will issue a refund to the student within 14 days. The College will issue the refund via direct deposit to a personal account specified by the student, or to the student's Herring Bank Card (see information below), or a check made payable to the student.

If aid is awarded or if the student withdraws from his/her classes after the end of the add/drop period, any credit balance refunds due to the student will be issued within 14 days of the award date or withdrawal date on a rolling basis during each semester.

Changes in enrollment status, including dropping courses, withdrawing from the College, or stopping attendance, could result in a reduction of the student's financial aid award, and therefore may reduce or eliminate a potential credit balance. Credit balance refunds, where tuition and fee payments are made by any federal, state, or local financial aid program, will be credited back to the proper program if a student: (a) withdraws or fails to complete a period of enrollment, (b) reduces the number of credit hours in which he/she is enrolled below his/her original Pell award status, or (c) does not register for the period of attendance for which aid was intended.

**Student Refund Options:** At the time of enrollment, a student with financial aid may choose how he/she wants to receive any credit balance refunds. A student who would like to receive his/her refund via direct deposit will have the option at the time he/she receives a Student ID Card to select the account to which his/her funds will be deposited electronically, whether it is the student's personal checking or savings account, or is a Herring Bank account that the student establishes.

**Herring Bank Student Accountholder Cost Disclosure:** Students may find the following information about Herring Bank at <https://www.collegegreen.net/FTP/Angelina/Cost.pdf>.

Reporting period July 1, 2017 to June 30, 2018  
 Fees paid to third-party servicer by the college: \$7,256.30  
 Number of students with financial accounts: 495  
 Mean costs incurred by student accountholders: \$5.84  
 Median costs incurred by student accountholders: \$6.50

Students may view Angelina College's Contractual Agreement with *Financial Payments, LP* at <https://www.collegegreen.net/FTP/Angelina/Contract.pdf>

## **General Refund Policy**

Angelina College follows the state-mandated refund policy for students who withdraw from all classes or who reduce their credit hour load.

Students who drop, who officially withdraw from Angelina College, or who are officially dismissed from Angelina College, and who are enrolled in semester-length courses shall receive refunds of tuition and mandatory fees as follows:

- Fall and Spring Semesters
 

Prior to the first class day .....	100%
During the first fifteen class days .....	70%
During class days sixteen through twenty .....	25%
After the twentieth class day .....	None
- Summer Semesters
 

Prior to the first class day .....	100%
During the first five class days .....	70%
During the sixth and seventh class days .....	25%
After the seventh day .....	None

Students who drop courses, officially withdraw from Angelina College, or the College officially dismisses, and who are enrolled in flex courses and/or non-semester length courses with a census date other than the twelfth class day (e.g., fourth class day for the six-week summer semesters) shall receive refunds of tuition and mandatory fees in excess of the minimum tuition as follows:

Prior to the first class day .....100%  
After classes begin .....See Table B

Students planning to drop a course or withdraw from the College should visit the Office of Financial Aid to determine how dropping or withdrawing from a course will affect their financial aid. A student may drop a course or courses by completing the necessary form in the Office of the Academic Success.

According to federal regulations, the College must credit refunds back to the federal programs in this order\*:

1. Federal Pell Grant Program
2. Federal Supplemental Educational Opportunity Grant (FSEOG) Program
3. Other Title IV Programs
4. Other Federal, State, private, or institutional assistance
5. The student

\*Angelina College does not participate in any student loan programs, including the Federal Stafford Loan, the Perkins Loan, or the Federal Plus programs.

## **Financial Aid Return to Title IV Policy**

Students receiving financial aid who withdraw or stop attending may be required to return a portion of financial aid received. Federal regulations (*HEA Section 484B, 485(a)(1)(F), 34 CFR 668.22*) require Angelina College to calculate a refund and repayment of federal aid received by students who withdraw prior to the 60% point of a term for which he/she has received federal financial aid. At Angelina College, federal aid includes Pell Grants and Federal Supplemental Educational Opportunity Grants (FSEOG).

**Withdrawal Date:** According to these federal regulations, Angelina College and the student may retain only the earned amount of Title IV (federal) financial aid. If a student withdraws or stops participating in classes, a portion of the aid received by the student is considered unearned and must be returned to the Title IV programs from which it was received. For Title IV purposes, the last date of academic attendance is one of the following:

- The date the formal withdrawal process begins,
- The date the student otherwise gives official notice of intent to withdraw (e.g., letter, withdrawal form, in-person),
- The mid-point of the term, or
- The last documented date of attendance in an academically related activity (e.g., documented attendance in a class or lab or submission of an assignment in an online course).

**Process for Calculation of Amount of Title IV Aid Earned by the Student:** For any financial aid recipient who terminates enrollment prior to the 60% point of the semester, the Office of Financial Aid will calculate Return of Title IV refunds every 30 days up through the 60% point of the semester. The percentage of aid the student has earned is equal to the percentage of the semester the student has completed (date the student withdrew from all classes). The College computes this percentage by dividing the total number of calendar days completed as of the last date of attendance by the total number of calendar days in the term. The percentage of Title IV assistance to which the student is entitled (i.e., has

“earned”) is equal to this completed percentage, up to 60%. If the withdrawal occurs after the 60% point, the percentage the student has earned is equal to 100%. The amount of Title IV aid that must be returned is based on the percentage of unearned aid. The College computes that percentage by subtracting earned aid from 100%.

A student who fails all of his/her classes in a term may be subject to a Return to Title IV calculation. If a student earned at least one of his/her F grades (i.e., he/she participated in class until the end of the semester and received an F for poor performance), then no Return to Title IV calculation is required. However, if the student failed all classes because he/she stopped attending at some point in the semester, then a Return to Title IV calculation is required based on the last documented date of attendance. If a last date of attendance cannot be determined, the College will use the 50% point of the term as the withdrawal date, and the unearned aid will be 50%.

**Post-Withdrawal Disbursement:** If the student received less federal financial aid than the amount earned, Angelina College will disburse the amount of earned grant funds that the College had not credited to the student’s account. The College will pay this post-withdrawal disbursement directly to the student.

**Title IV Aid Returned by Angelina College:** Angelina College is required to return the lesser of the unearned aid percentage applied to institutional charges, or the unearned aid percentage applied to the total Title IV aid received, within 45 days of the date of determination of the withdrawal. The College will return unearned aid to the aid programs in the following order: (1) Federal Pell Grant, (2) FSEOG.

**Title IV Aid Returned by the Student:** The student is required to pay the difference between the amount of unearned aid and the amount returned by the College. Federal regulations allow colleges and universities to charge a student for any amount paid on the student’s behalf. Angelina College considers a student responsible for reimbursement of any expenditures made on his/her behalf beyond tuition and fees, books, and room and meal plan fees for residence hall students, and the college will bill the student for any account balance created when the college is required to return financial aid funds to a federal grant program. The student must return the unearned aid that the college is not responsible for returning. If the student’s portion of the unearned aid includes federal grants, he/she is only required to return the grant amount that exceeds 50% of the original federal grant aid received for that semester. If the amount the student owes is less than \$50, then no payment is required.

**Financial Aid Overpayments and Loss of Eligibility for Aid:** If a *Return of Title IV* calculation determines that a student owes money to the Department of Education, that student has received an overpayment. Within 30 days of this determination, The College will send the student a letter notifying him/her of the balance that owed. The College will give the student 45 days to repay the debt to Angelina College from the date the College sends notification. The College will report any unpaid accounts to the *National Student Loan Data System (NSLDS)* and will submit the account to the *Debt Resolution Services* for collection. Any student considered to have received an overpayment is not eligible for federal financial aid at any institution until the overpayment is resolved. The student may resolve overpayment by making full payment to Angelina College. The student may also resolve overpayment by contacting the *Debt Resolution Services* if the College has referred them for collection. The student must pay the overpayment amount in full or make payment arrangements with *Debt Resolution Services*.

## **Veterans Benefits and Related Processes**

A student seeking financial assistance through one of the U.S. Department of Veterans Affairs (VA) programs must meet with the Financial Aid Veterans Advisor (the VA certifying official for Angelina College) prior to the start of the first semester at AC to make sure his/her file is complete. The following documents are required before the Financial Aid Veterans Advisor will certify the student for VA benefits:

- Certificate of Eligibility (apply at [www.gibill.va.gov](http://www.gibill.va.gov))
- 28-1905 from Houston case manager (for Vocational Rehabilitation recipients)
- DD Form 214 (member 4 copy if a Veteran)
- Transcripts (military transcript AND an official transcript from all colleges attended)
- Kicker Documentation (if applicable)
- 22-1995 or 22-5495 (submit online at [www.gibill.va.gov](http://www.gibill.va.gov) if a transfer student)
- Class Schedule
- NOBE (if using 1606)
- Birth Certificate (DEA – Ch. 35)

All students must pay for tuition by the published deadline unless using Vocational Rehabilitation or Post 9/11 Benefits. Angelina College is not a Yellow Ribbon institution, so out of state post 9/11 students must pay their out of state fees, in accordance with Section 702 of the Choice Act.

**Veterans Access, Choice and Accountability Act of 2014 Section 702 of the Choice Act:** Section 702 of the Veterans Access, Choice, and Accountability Act of 2014 (“Choice Act”), requires Veterans Affairs to disapprove programs of education for payment of benefits under the Post-9/11 GI Bill and Montgomery GI Bill-Active Duty at public institutions of higher learning if the schools charge qualifying Veterans and dependents tuition and fees in excess of the rate for resident students for terms beginning after July 1, 2015. These new requirements will ensure that our Nation’s recently discharged Veterans, and their eligible family members, will not have to bear the cost of out-of-state charges while using their well-deserved education benefits.

Public schools do not have to offer in-state rates to all veterans and dependents to meet the requirements of Section 702. To remain approved for VA’s GI Bill programs, schools must charge in-state tuition and fee amounts to covered individuals. The Choice Act defines a *covered individual* as:

- A Veteran who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence) and enrolls in the school within three years of discharge from a period of active duty service of 90 days or more;
- A spouse or child using transferred benefits who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence) and enrolls in the school within 3 years of the transferor’s discharge from a period of active duty service of 90 days or more; and
- A spouse or child using benefits under the Marine Gunnery Sergeant John David Fry Scholarship who lives in the state in which the institution of higher learning is located (regardless of his/her formal state of residence) and enrolls in the school within three years of the Service member’s death in the line of duty following a period of active duty service of 90 days or more.

If a student is not a covered individual, and needs to establish immediate residency, he/she should see the Office of Admissions.

**VA Benefits Available at Angelina College:** The following VA benefits are available at AC. Any student enrolling under any of the various provisions outlined herein should bring with him/her sufficient

funds to defray initial costs of tuition, fees, books, personal expenses, etc., because there is usually a period of four to six weeks before the veteran or other eligible person receives the initial payment from the U.S. Department of Veterans Affairs.

- **Montgomery G.I. Bill (Chapter 30).** The MGIB program provides up to 36 months of education benefits. The recipient may use this benefit for degree and certificate programs. The recipient may receive approval for remedial, deficiency, and refresher courses under certain circumstances. Generally, benefits are payable for 10 years following the recipient's release from active duty.
- **Post 9/11 G.I. Bill (Chapter 33).** The Post-9/11 G.I. Bill provides financial support for education and housing to individuals with at least 90 days of aggregate service after September 11, 2001, or individuals discharged with a service-connected disability after 30 days. You must have received an honorable discharge to be eligible for the Post-9/11 G.I. Bill.
- **Chapter 31 Vocational Rehabilitation (Public Law 894):** Title 38, U.S. Code, provides educational benefits to veterans, who because of a service-connected disability require retraining or other vocational rehabilitation, may be entitled to educational assistance. Veterans must meet with a vocational rehabilitation counselor from the VA to receive these benefits. Students who meet one of these conditions should contact the Financial Aid Veterans Advisor in room 208 of the Student Center.

**Hazlewood Act.** The Hazlewood Act is a State of Texas benefit that provides qualified Veterans, spouses, and dependent children with an education benefit of up to 150 hours of tuition exemption, including some fee charges, at public institutions of higher education in Texas. This does not include living expenses, books, or supply fees. Veterans and their dependents who feel they may qualify for benefits under the Hazlewood Act should review the information and applications provided on the webpage of the Texas Veterans Commission at <http://www.tvc.texas.gov/Hazlewood-Act.aspx>. Students should submit completed applications and all supporting documentation to the Financial Aid Veterans Advisor in the Student Center.

To qualify for the Hazlewood Act, a Veteran must:

- At the time of entry into the U.S. Armed Forces, have designated Texas as Home of Record, or entered the service in Texas, or was a Texas resident;
- Have received an honorable discharge or separation or a general discharge under honorable conditions;
- Have served at least 181 days of active duty service (excluding training);
- Have no federal Veteran's education benefits, or have no federal Veterans education benefits dedicated to the payment of tuition and fees only (such as Chapter 33 or 31; Pell and SEOG are not relevant) for term or semester enrolled that do not exceed the value of Hazlewood benefits;
- Not be in default on a student loan made or guaranteed by the State of Texas; and
- Enroll in classes for which the college receives tax support.

Veterans who are granted their first Hazlewood Act exemption beginning fall 2011 must reside in Texas during the semester or term for which the exemption is claimed. This requirement does not apply to the Veterans who either received the exemption prior to the 2011-2012 academic year, have reenlisted into active duty, or who reside with a spouse who is on active duty.



The Hazlewood Act is also extended to spouses and dependent children of eligible active duty, Texas National Guard, and Air National Guard Veterans who died in the line of duty or as a result of injury or illness directly related to military service, are missing in action, or who became totally disabled for purposes of employability as a result of a service-related injury or illness. Each child and spouse will receive a 150 credit hour exemption.

Eligible Veterans may assign unused hours of exemption eligibility to a child under certain conditions. To qualify for the Hazlewood Legacy Act, a child must:

- Qualify for resident tuition;
- Be the biological child, stepchild, adopted child, or claimed as a dependent in the current or previous tax year;
- Be 25 years old or younger on the first day of the semester or term for which the exemption is claimed (unless granted an extension due to a qualifying illness or debilitating condition); and
- Make satisfactory academic progress in a degree, certificate, or continuing education program as determined by the institution.

**Minimum Academic Standards for Students Receiving VA Educational Benefits:** Student receiving VA educational benefits should see the *Minimum Academic Standards for Students Receiving VA Educational Benefits* subsection of this catalog.

## **Angelina College Scholarships**

Angelina College offers over 200 scholarship awards during the fall and spring semesters. The eligibility criteria for those scholarships vary considerably, and Angelina College recommends all applicants complete the Free Application for Federal Student Aid (FAFSA; [www.fafsa.ed.gov](http://www.fafsa.ed.gov)) and the Angelina College General Scholarship Application, which students can complete at [www.angelina.edu/angelina-college-scholarships](http://www.angelina.edu/angelina-college-scholarships). Recent high school graduates are strongly encouraged to submit ACT or SAT results with scholarship applications.

**Scholarship Programs:** The College makes available a number of scholarships to students by individuals and organizations interested in the education of worthy students in the community. Various schools of the college, local businesses, organizations and the college scholarship committee award these scholarships.

Scholarship amounts vary from \$100 per semester up to full tuition and fees for two years of enrollment. The college awards most scholarships for a period of four semesters of consecutive enrollment. Unless otherwise stated, all scholarship recipients must maintain a GPA of at least 2.75. Listed below are the categories of scholarships offered and the many scholarships that fall within those categories.

**Angelina Challenge Award:** A unique scholarship program that challenges all high school students to graduate from high school and set goals that lead to college or technical careers, and ensures that graduates will have the resources to begin college. This scholarship was established on the twenty-fifth anniversary of Angelina College through an endowment started with a donation from the estate of Ms. Effie Boon, a lifelong public school teacher from Angelina County who valued the opportunity of public education.

This scholarship is reserved for recent graduates of accredited public high schools in Angelina County and is awarded on a first-come, first-served basis. To be eligible for this award, students must complete

the FAFSA and the Angelina College general scholarship application, and not qualify for more than \$1,000 in financial aid (i.e. Pell Grant, other federal and state grants, Angelina College scholarships and other aid). This is a two-semester award valued at \$2,000. The award is applied in increments of \$1,000 to the fall and spring semesters immediately following high school graduation. Students must enroll during the fall semester immediately following high school graduation to receive the scholarship in the spring semester. The award does not apply to summer semesters.

**Boon Scholarships:** Through a donation by the estate of Ms. Effie Boon, a lifelong public school teacher from Angelina County who valued the opportunity of public education, the Boon Opportunity and Boon Teaching Awards were established.

- Boon Opportunity Award is designated for adults seeking the opportunity to continue their education by returning to school from the workforce or homemaking, or for students completing their GED or other high-school equivalency diploma and continuing their education.
- Boon Teaching Award is designated for education majors from the Angelina College service area that plan on teaching in this area following receipt of their degree.

**Shands Family Scholarship:** Established by the Shands family, these scholarships are designed to serve students who have financial need that is not met by other scholarships or financial aid. Priority is given to those students majoring in high demand occupations. These one-time scholarships are awarded each semester.

**Ellen C. Temple Scholarship:** Established by the Temple family, these scholarships are designed to help students meet financial need that is not met by scholarships or other financial aid in order to encourage enrollment and graduation for promising students.

## **General Academic and Technological Scholarships**

**Angelina College Alumni & Friends Scholarship:** Angelina College Alumni and Friends have endowed these general scholarships for deserving students.

**Angelina College Service League Scholarship:** AC Service League endowed this scholarship for Lufkin High School graduates with funds raised by various fundraisers and Children's Theater productions.

**David Carl Arnett Memorial Scholarship:** The family of David Carl Arnett established this scholarship in his memory. Mr. Arnett was an Angelina County native as well as a long-time accountant. This scholarship is for a Business or Accounting major.

**Donald R. Arnett Memorial Scholarship:** Donald R. Arnett established this scholarship with an expressed preference to those students pursuing fields in the study of the law. Mr. Arnett was an Angelina County native, as well as an accomplished energy law attorney practicing primarily in Houston, Texas.

**Ninon Gibson and Ralph C. Arnett, Jr. Scholarship:** The children of Ninon Gibson Arnett, a Trinity county native, and Ralph C. Arnett, Jr., an Angelina county native, have established this scholarship in memory of their parents. As Mr. and Mrs. Arnett strongly encouraged higher education, an education major is given preference.

**John W. Baldwin Liberal Arts Scholarship:** Children of John W. Baldwin established this scholarship to honor their father, a charter member of the Liberal Arts faculty from the college's inception in 1968 until he retired in 1998. The recipient must be a Liberal Arts major.

**R.E. "Mutt" Barr Memorial Endowment Scholarship:** Mrs. Veta Barr established this scholarship in memory of her late husband who was a friend and supporter of Angelina College for many years. Recipients must maintain a 2.5 GPA.

**Dr. Al Bassinger Memorial Scholarship:** The Al Bassinger family and friends established this scholarship in memory of Dr. Al Bassinger, a biology faculty member, who was a teacher much admired and respected by his students during his 23-year tenure at Angelina College. This scholarship is reserved for science or health careers majors.

**Beatrice Berry – Robbie Gilbert Memorial Scholarship:** The Altrusa Club of Lufkin has established this scholarship in memory of Robbie Gilbert and Beatrice Berry for their work in the Altrusa Club and involvement in civic activities. Recipient must be a female student majoring in nursing or business.

**Vernon R. Berry Memorial Fund:** Pauline Berry McCullough established this scholarship in memory of Vernon R. Berry, a Lufkin attorney.

**Judge Clyde Black Scholarship (Honoring Daughter Ashley):** Judge Clyde Black established this scholarship in memory of his daughter, Ashley. To be considered, students should demonstrate work ethic by writing a brief essay on Ashley Black Krajca's involvement with the South Florida Student Shark Program at the University of Miami (circa 2009). This scholarship assists students from Houston County with financial need.

**Gus Boesch Jr. Business Scholarship:** This scholarship was established in memory of Gus Boesch Jr., a businessman in both real estate and retail. As a loving tribute to him, his family has endowed this scholarship to business majors planning to transfer to a four-year university. Minimum GPA is 3.0.

**Justin Colt Briley Memorial Scholarship:** The friends and family of Justin Colt Briley to honor the memory of a kind, outgoing, and likeable young man, who was an Angelina College student and graduate of Chireno High School, established this scholarship. Recipient must be a graduate of Chireno High School and be recommended by the Chireno High School counselor.

**Oscar Brookshire Endowment Scholarship:** The family and friends of Oscar Brookshire established this scholarship in memory of his long-time dedication and service to the College as chairman of the Angelina College Development Committee and as chairman of the Board of Trustees of the College. This scholarship is awarded to a Business major.

**Estes Family Scholarship:** The Estes family established this scholarship in 2006 to assist outstanding math, science, or art majors in their educational pursuits. Recipients must graduate in the top 20 percent of their high school class or have a college GPA of 3.0 or higher.

**Morgan M. Flournoy Endowment Scholarship:** The family and friends of Morgan M. Flournoy established this endowment as a memorial to Mr. Flournoy who served on the Angelina College Development Committee, and who supported many goals of Angelina College.

**Ruby Flournoy Memorial Scholarship:** Established in 2009 by the family and friends of Ruby Flournoy in memory of her incredible life full of learning, teaching, hard work and diligence. This scholarship is awarded to an outstanding non-traditional female student at Angelina College.

**Melvin & Era Gibbs Memorial Endowment Automotive Scholarship:** William E. Gibbs and friends of Melvin & Era Gibbs established this scholarship in memory of Mr. & Mrs. Gibbs.

**Horace and Vivian Gillespie Memorial General Scholarship:** Dr. and Mrs. Horace F. Gillespie established this endowment fund out of a desire to encourage students in the East Texas area to acquire an education at Angelina College. This scholarship is awarded to a Liberal Arts, science, or nursing major.

**W.J. Harbuck Memorial Scholarship:** Geri Paulette, Gary Currie, Steve Currie and Charlotte Whisenant established this scholarship to honor W.J. Harbuck who was a hard-working person and supporter of Angelina County for many years. This scholarship is awarded to a business major.

**Elma Hawkins Henderson Scholarship:** This scholarship was established by the family of Mrs. Henderson, a life-long resident of Angelina County and long-time teacher in the public schools, to encourage area students to continue their education beyond the secondary level. Priority is given to education majors.

**George H. Henderson, Jr. Scholarship:** This scholarship was established in memory of long-time Angelina College board member George Henderson, Jr. As a proponent of education, this scholarship is designed to help students that might not otherwise be able to attend college.

**Gary “Butch” Hennessee, Jr. Memorial Scholarship:** This scholarship is given in memory of a special son, “Butch”, who would not let epilepsy limit his indomitable spirit. He used whatever resources he had to help his community and his gentle spirit enriched the lives of all who knew him. Recipients must not be receiving any other needs based assistance.

**John G. “Jack” Humphrey Endowed Engineering Scholarship:** This scholarship was established in memory of John G. “Jack” Humphrey, a native of Angelina County, by his nephew, David Richardson. Mr. Humphrey served his country in World War I and again in World War II. He received his engineering degree from Texas A&M in 1926. His career in engineering spanned more than forty years.

**Captain John C. Hurst Memorial Scholarship:** Fellow Marines and friends of Captain John C. Hurst established this scholarship in his memory. Captain Hurst was killed in action in Vietnam on July 13, 1968. He was a pilot who had flown over 200 missions and had been awarded the Distinguished Flying Cross, one of the Air Force’s highest decorations. He was a quarterback on his high school football team, president of his fraternity at the University of Texas, and a leader of men.

**Ms. Evie Hutson Memorial Scholarship:** This scholarship was endowed by the Apple Springs High Old Timers Association to assist Apple Springs High School graduates. Recipients must maintain a 3.00 GPA.

**Kingham Family Scholarship:** This scholarship was established by the Kingham Families as a memorial to Tom Jack Lucas, a teacher in the Lufkin Independent School District for 35 years.

**Hellen Joy Reeves Loomer Memorial Scholarship:** J.L. Loomer family and friends established this memorial scholarship in honor of Hellen Joy Reeves Loomer to support students of the college who have significant interest in their education.

**Ladies Auxiliary V.F.W. Post 1836 Scholarship:** The Ladies Auxiliary of V.F.W. Post 1836 established this scholarship to honor an outstanding student attending Angelina College.

**Lovett Pinetum Botany Scholarship:** This scholarship was established to encourage students to consider the study of plants as a career and to promote the academic study of field taxonomy as well as practical aspects of plant propagation and management. The Angelina Unit of the Lovett Pinetum is available to all interested students. Students must be beyond their first semester, have taken a botany class, and maintain a GPA of 3.0 or higher.

**Lufkin Association of Realtors Scholarship:** This scholarship was established by the Lufkin Association of Realtors to provide financial assistance to an Angelina County high school graduate who otherwise could not attend college. Student must be a recent high school graduate that is majoring in business.

**Lufkin Coca-Cola Centennial Scholarship:** The Lufkin Coca-Cola Bottling Company established this scholarship in 2005 in honor of its centennial. It represents a continuing commitment to the community and to the support of education. Recipients must be residents of Angelina, Polk, or Trinity counties.

**Lufkin NAACP Scholarship:** The NAACP Branch #1699 has established the “Stay in School, Back to School Scholarship.” This award is open to residents of Angelina County who are enrolling or currently attending Angelina College. The scholarship is intended to assist with the expense of tuition as well as the purchase of required books or materials necessary for courses. Students interested in applying for this scholarship can obtain an application from the Angelina College Scholarship Coordinator in the Student Center or by emailing [scholarships@angelina.edu](mailto:scholarships@angelina.edu)

**Lufkin Rotary Club Scholarship:** The Rotary Club of Lufkin emphasizes service to the community and works towards the leadership of tomorrow. Recipients must have an outstanding record of community service in school and civic activities.

**Susan G. Mathis Scholarship:** Susan was a life-long resident of Lufkin. She attended Stephen F. Austin State University and received a B.A. in mathematics and a B.B.A. in accounting. She practiced as a Certified Public Accountant in Lufkin. Her friends and family created this scholarship in her memory to recognize an outstanding math or business major.

**Patricia McKenzie Helping-Hand Scholarship:** Family and friends of Dr. Patricia McKenzie established this scholarship in honor of her retirement as Vice President and Dean of Instruction at Angelina College. Dr. McKenzie retired in 2016 after 46 years of service dedicated to Angelina College students. Recipients must be residents of Angelina County and demonstrate financial need.

**Audrey Medford National Wild Turkey Federation Art Scholarship:** The Pineywoods Chapter of the National Wild Turkey Federation donated this scholarship in memory of local artist Audrey Medford, who helped develop the wild turkey resource in East Texas by donating her art to raise money for the restoration of the wild turkey species. Students chosen must donate one piece of their work to help raise additional funds for this scholarship.

**Al Meyer Ford Scholarship:** This scholarship is provided by Al Meyer Ford and awarded to a deserving student in the Automotive Technology program. Faculty recommendation is required.

**Mike C. Milliff Scholarship:** This scholarship was established by Mr. and Mrs. Bill Trout as a memorial to Mike C. Milliff who served honorably in the United States Air Force during WWII, and also served his family, community, and church in a Christian manner.

**Moore Bros. Construction Co. Endowed Scholarship:** Moore Bros. Construction Co. established this endowment in support of Angelina County students. Recipients must maintain a 2.75 GPA.

**Nancy & Thomas Moore Endowed Scholarship:** Nancy and Thomas Moore endowed this scholarship in support Angelina County students. Recipients must maintain a 2.75 GPA.

**Morgan Insurance Agency Scholarship:** Established by Morgan Insurance to provide financial assistance for those who could not otherwise attend college. Recipients must demonstrate need as well as maintain a 2.50 GPA.

**Mr. & Mrs. O.J. Moss Memorial Fund:** This scholarship was established by family and friends of Mr. & Mrs. O.J. Moss who were genuinely interested in the musical activities at Angelina College. Mr. & Mrs. Moss of Bryan, Texas, were the parents of Mrs. Jack W. Hudgins.

**The Richard D. Norton, Jr., Memorial Scholarship:** Richard, nicknamed Riché, whose life work was in counseling, was a great believer in the value of education. A lifetime resident of New Orleans, Richard spent many summers in Lufkin with his grandparents, Ralph and Minnie Arnett, and maintained close ties with his family in Lufkin. His cousins have established this scholarship in his memory. Recipient must be a second-year student majoring in Psychology, Social Work or Human Services.

**Emilie Oates Scholarship:** Mr. and Mrs. W.J. Oates established this scholarship to encourage Diboll area students to pursue a college education.

**Cody “O” Oliver Memorial Scholarship:** Partners of Sam’s Club, family and friends established this scholarship honoring the memory of Cody Oliver in order to help outstanding students fulfill their goals, and in some small way, fulfilling Cody’s at the same time.

**Parrish Memorial Scholarship:** This scholarship was established by the Parrish family estate in honor of the Parrish family, a pioneer Angelina County family from the Burke area. Two family members, Flossie and Kirtley Parrish, were long-time public school teachers.

**Mary Knott Perkins Scholarship:** Established by the family and friends of Mary Knott Perkins as a lasting tribute to her memory.

**Mr. & Mrs. John B. Perry Scholarship:** Mrs. John B. Perry established this scholarship in memory of her husband, John B. Perry. After her death, family and friends requested that the fund be designated as a memorial to both.

**Dr. Larry Phillips Endowed Scholarship:** Dr. Larry Phillips served more than 50 years in education, with 24 years of service as the second president of Angelina College. Dr. Phillips was dedicated to ensuring that students would have access to higher education, regardless of their financial circumstances. Friends and family of Dr. Phillips established this scholarship in honor of his retirement in 2015.

**Robert L. Poland Engineering Scholarship:** Mr. & Mrs. Robert L. Poland, Jr. established this endowment fund in honor of Robert L. Poland, Sr. Mr. Poland served Angelina College as a member of

the original Board of Trustees for 12 years. Recipients must demonstrate financial need and maintain a 2.50 GPA.

**H.C. Polk, Jr. Memorial Scholarship:** This memorial to honor Mr. H.C. Polk, Jr., a life-long civic leader, is funded by the Lufkin Host Noon Lions Club through proceeds from the Z&OO Railroad located at Ellen Trout Park and Zoo and by proceeds from the Angelina County Benefit Rodeo. Recipients must be a resident of Angelina County.

**Lynn D. Reynolds Criminal Justice Scholarship:** This scholarship is a memorial to Lynn Reynolds, a career law enforcement officer. Mr. Reynolds retired as a Captain with the Washington D.C. Department of Corrections. This scholarship is reserved for Criminal Justice or Law Enforcement majors.

**Mabel Stokes Richardson Scholarship:** This scholarship was established in honor of Mrs. Mabel Stokes Richardson as a birthday and Mother's Day gift by one of her sons. It is reserved for students with a 3.0 GPA with preference given to graduates of an Angelina or Cherokee County high school.

**Wilma Barton Rosanky Memorial Scholarship:** This endowment was established through a donation in memory of Wilma (Barton) Rosanky, a 1950 graduate of Apple Springs High School and a devoted member and supporter of the Apple Springs Old-Timers Association. Recipients must be an Apple Springs graduate and maintain a 2.5 GPA.

**J.B. and Kathryn Sallas Charitable Foundation Scholarship:** Established in memory of J.B. and Kathryn Sallas, this scholarship will be awarded to help graduates from Houston County schools further their education.

**John G. Saxton Memorial Scholarship:** Family and friends established this scholarship as a memorial to Mr. Saxton.

**The Reverend H.E. Small Memorial Fund:** Friends of Reverend Small established this scholarship in his memory. He was the pastor of Calvary Baptist Church in Lufkin for many years.

**The Southland Foundation Scholarship:** The Southland Foundation established this scholarship. Preference is given to East Texas students. Students must rank in the top 20% of their graduating class.

**P.D. and Nell Humphrey Stokes Scholarship:** This scholarship was established in honor of Mr. & Mrs. Stokes by their grandson, David Richardson. The Stokes were farmers and long-time residents of Angelina County. Recipient must be a Texas resident and preference is given to those from Angelina or Cherokee County.

**T.L.L. Temple Foundation 21st Century Scholars Award:** These scholarships are provided by the T.L.L. Temple Foundation for graduates of one of the high schools in the following counties: Angelina, Cherokee, Houston, Jasper, Nacogdoches, Newton, Polk, Sabine, San Augustine, Trinity, or Tyler. Student must be in the top 20% of graduating class and have SAT scores of not less than 950 or an ACT composite score of at least 19.

**Rebecca Townsend Scholarship:** Rebecca Townsend, an Angelina County teacher, was well known in the field of education. Her many friends have established this scholarship in her honor.

**Tyler County Youth Development Scholarship:** Established to create a perpetual scholarship at Angelina County for deserving Tyler County students. Recipients must be graduates of a Tyler County high school and must demonstrate financial need not met by other scholarships, state or federal financial aid.

**Lieutenant Howard Joseph Walker Memorial Scholarship:** Judge David Walker and his wife, Virginia Walker, established this scholarship in honor of Lt. Howard Joseph Walker who was killed in action in the Korean War on October 6, 1952. He was always known as “Joe”. He loved fishing, hunting, and scouting. He was a 1945 graduate of Lufkin High School and a 1949 graduate of Sam Houston State University. He enlisted in the United States Air Force shortly after college and became a fighter pilot. He was the son of Howard and Ethel Walker. This scholarship is to recognize an outstanding business major.

**Watters Patriotism Scholarship:** Established as a memorial to Steve Watters, the college’s Vice President of Business Services from 1988 to 2010, this scholarship is awarded to a student who has actively displayed interest in serving the nation, the community, or the college and is recommended by faculty, student organization sponsors, or community organizations.

**Ben Wilson Memorial Scholarship:** The family and friends of Ben Wilson established this scholarship in 2004. Ben was an accomplished baseball player and a graduate of Hudson High School, Angelina College, and Stephen F. Austin State University. Recipients must be graduates of Hudson High School.

**Charlie Wilson Scholarship:** This scholarship was established as a memorial tribute to Congressman Charlie Wilson who served our nation and the citizens of East Texas for many years. Charlie was dedicated to providing educational opportunity for everyone and was instrumental in the development of Angelina College. Preference will be given to a political science or history major.

**Royce Lynn Wilson Memorial Scholarship:** This scholarship honors the memory of Royce Lynn Wilson and provides financial assistance for tuition, fees, and books for a deserving science or mathematics student at Angelina College.

## **Health Careers Scholarships**

**Angelina County Medical Alliance Health Scholarship:** The Angelina County Medical Alliance has always supported paramedical careers. With the establishment of the Health Careers Program at Angelina College, the Alliance chose this method to promote health careers for Angelina County.

**Dr. R.K. Arnett and June Holton Arnett Memorial Scholarship:** The family and friends of R.K. Arnett, M.D. established this scholarship in memory of Dr. Arnett who practiced medicine in Angelina County for 40 years and his wife June Holton Arnett. Recipients must be a second-year health careers major.

**Evelyn Brennan Aust Nursing Memorial:** A memorial for her sister-in-law of Hazle B. Brennan in honor of the nursing profession. Mrs. Aust was a registered nurse and Mrs. Brennan was a licensed vocational nurse. This scholarship is reserved for a nontraditional Angelina College student who is retraining for a career in vocational nursing, and is to be used for the one-year nursing certificate program.



**Bartlett and Spivey Health Careers Scholarship:** Dr. and Mrs. Dan Spivey, in honor of their families, established this scholarship fund to provide encouragement and financial assistance to students pursuing excellence in health careers. Dr. Spivey was a charter member and president of the College Board of Trustees.

**Dr. Al Bassinger Memorial Scholarship:** The Al Bassinger family and friends established this scholarship in memory of Dr. Al Bassinger, a biology faculty member, who was a teacher much admired and respected by his students during his 23-year tenure at Angelina College. This scholarship is reserved for science or health careers majors.

**Beatrice Berry – Robbie Gilbert Memorial Scholarship:** The Altrusa Club of Lufkin has established this scholarship in memory of Robbie Gilbert and Beatrice Berry for their work in the Altrusa Club and involvement in civic activities. Recipient must be a female student majoring in nursing or business.

**Beatrice Berry Memorial Nursing Scholarship:** The purpose of this scholarship is to aid deserving students in continuing their education in nursing. Donated by Pauline Berry McCullough, these funds will support Ms. McCullough's desire to help provide nurses for Lufkin. Recipients must be a resident of Lufkin.

**Bonehill Foundation Nursing Scholarship:** These scholarships assist students in the Nursing programs who are from Angelina, Nacogdoches, San Augustine, Sabine, or Shelby counties.

**Betsy Elaine Burke Scholarship:** This scholarship was established in honor of Betsy Elaine Burke by her parents for students in the helping professions including Associates of Applied Science majors in Health Careers or Human Services.

**The Family of Ross Kingston Byrd Scholarship:** This scholarship is in memory of Ross Kingston Byrd given by his family in appreciation for the care given to their son by local nurses. The recipient must be a student in the nursing program who plans to work in the local medical community.

**Richard and Betty Carson Memorial Scholarship:** This scholarship was created to honor the memory of Mr. and Mrs. Richard and Betty Carson and their dedication to the service of others, offer inspiration for others to do the same, and encourage students to pursue a career in the health services field.

**Cheriyen and George Scholarship:** This scholarship was endowed in order to encourage Angelina County residents to obtain higher education. Preference is given to a Health Careers major.

**The Jan Clark Memorial Nursing Scholarship:** This scholarship was established in order to honor the memory of Jan Clark and her 40-year nursing career by assisting students through financial support. Mrs. Clark's family and friends hope to encourage students to strive for excellence in service and to a dedication and love for the patients and others who serve in their profession. Student must be in the nursing program.

**Dr. J.C. Clement Nursing Scholarship:** Friends of Dr. J.C. Clement, a long-time physician of Angelina County established a scholarship in recognition of his outstanding service to the citizens of East Texas.

**Jace Barrett Cordell Memorial Scholarship:** With memories of love and laughter, the friends and family of Jace Cordell established this scholarship for a respiratory therapy student. Jace was a graduate

of the Respiratory Therapy Program at Angelina College and worked at Medical Center Hospital in Nacogdoches. Jace lived the philosophy – laughter is the best medicine.

**“The Gift Giver” Volunteers at Woodland Heights Medical Center Scholarship:** The volunteers at Woodland Heights Medical Center shop, “The Gift Giver,” established this scholarship in 2009 to provide financial assistance to students entering health care professions. Recipient must be a second-year student with unmet financial need that is enrolled in a Health Careers program.

**Ilene Nolen and Ray L. Cornick Nursing Scholarship:** A native East Texan, Mrs. Ilene Nolen Cornick lived a life of teaching and public service. After living an adventurous life in various parts of the world, she then settled back in East Texas. She was able to pursue one of her dreams by becoming a teacher but also had a dream of becoming a nurse. Mrs. Cornick established this scholarship in order to help student s fulfill their dreams of serving others through a nursing career. Recipient must be a nursing major.

**The Andrew & Ruth Lester Hubbard Memorial Endowment Nursing Scholarship:** Ruth Hubbard and the family and friends of Andrew & Ruth Lester Hubbard established this scholarship in 1976 as a memorial to her late husband. After Mrs. Hubbard’s passing in 1987, the family requested that the fund be renamed to honor both Andrew and Ruth Lester Hubbard.

**Millicent Irish Nursing Scholarship:** This scholarship was established in 1998 to honor Millicent Irish, a long-time Nursing Division Director as well as teacher. Recipients must be a second-year nursing student.

**La Nelle Jircik Memorial Nursing Scholarship:** This scholarship was established to honor the memory of La Nelle Jircik who dedicated her life to the nursing profession, including serving as a registered nurse with the U.S. Navy on Guam during World War II. Recipients must be a student in the nursing program and seeking an associate’s degree.

**Nancy Jones Memorial Nursing Scholarship:** This scholarship was established to honor Nancy Jones, an Angelina College graduate and nurse in the local communities.

**Gary Michael Lawrence Memorial Nursing Scholarship:** The friends and family of Gary Lawrence established this scholarship in his memory.

**Ethel & Curry McElroy Nursing Scholarship:** Curry Jo and Gus Boesch established this scholarship in honor of Mrs. Boesch’s parents, Ethel and Curry McElroy. They were long-time residents of Lufkin and were always deeply interested in the education of young people in the East Texas area.

**Nacogdoches Medical Center Volunteer Auxiliary Health Careers Scholarship:** This scholarship provides financial assistance to deserving students pursuing a Health Careers program.

**Sara Helen Meeler Nursing Scholarship:** Sara Helen Meeler established this scholarship as an expression of appreciation to the Angelina College nursing program. Ms. Meeler was a graduate of Angelina College and spent her career as a surgical nurse at Nacogdoches Memorial Hospital. Recipient must be a nursing major with preference given to students from Nacogdoches County.

**Mary S.F. Naranjo-Gipson Scholarship:** This scholarship was established by the family of Mary S.F. Naranjo-Gipson for assisting a second-year Hispanic female Health Careers student and is in memory of Ms. Naranjo-Gipson, a former adjunct instructor at Angelina College.

**Wood D. Newsom Nursing Scholarship:** Irma Newsom Franklin established this scholarship in memory of her father, Mr. Wood D. Newsom, who was a native and lifetime resident of Angelina County. He was prominent in business and civic activities and founded Lufkin Coca-Cola Company in 1905. Recipients must reside in Angelina, Trinity, or Polk County and be interested in private duty nursing.

**Adell Poland Memorial Nursing Scholarship:** Robert L. Poland, Jr. and family established this endowment fund to honor Mrs. Poland, who was an R.N. and who served as a volunteer nurse in the county for over 40 years. Mrs. Poland was the wife of Robert L. Poland, Sr. who was a charter board member of Angelina College.

**Allen L. and Neta M. Powell Nursing Scholarship:** This scholarship is an expression of appreciation for the Angelina College nursing program given by Admiral and Mrs. Powell. Recipient must be a male nursing student from Angelina County.

**J.B. and Kathryn Sallas Charitable Foundation Nursing Scholarship:** Given in memory of J.B. and Kathryn Sallas to help graduates from Houston County schools further their education in the field of nursing.

**Dr. Ernest Seitz Memorial Scholarship:** Radiography alumni of Angelina College and Kurth Radiation Center and friends of the medical imaging community established the Dr. Earnest L. Seitz Memorial Scholarship for radiography students during their reunion in 2003. Dr. Seitz, the first radiologist in East Texas, founded the Kurth Radiation Center Program in 1959 and was instrumental in starting the Angelina College Radiography Program in 1977. Dr. Seitz was also a charter member and past president of the Angelina College Board of Trustees.

**Linda McKnight Thomason Endowed Nursing Scholarship:** Friends, family and community leaders have honored Linda (Mrs. Windell) for her perseverance and inspiration. In spite of an inoperable, congenital heart defect, she earned an undergraduate degree in business administration with honors, married and pursued a career. Her scholarship and attendance at Lilly Jolly School of Nursing in Houston were discontinued per doctors' orders, leaving her lifelong desire to become a nurse unfulfilled. This scholarship is a tribute to her exemplary life and faith. Recipients must be a student in the ADN program.

**J.O. and Edith Rae Thornton Memorial Nursing Scholarship:** Edith Thornton, a second-year nursing student from Cushing passed away as the result of an automobile accident in 1981 and was followed in death by J.O. Thornton in 2008. Family and friends have established this endowment in their honor. Recipient must be a second-year nursing student from the Nacogdoches area.

**Margaret B. Todd Endowed Scholarship:** Margaret Bostrom "Peg" Todd, RN, MSN, was a Clinical Instructor of Nursing at Angelina College for many years until her death in 2013. Her former students and colleagues for her enthusiasm and energy will remember her. She was a graduate of the University of North Carolina at Chapel Hill and the University of Tennessee. Her friends and family created this memorial endowment for a second-year student in Nursing.

## **Special Student Support Services**

**Cleo M. Arnett Memorial Scholarship:** The family of Cleo M. Arnett established this memorial for the purpose of providing child care for Angelina College students participating in the Buckner Family Place

program and the Mary Jo Gordon Child Care Center. Ms. Arnett was a native of Angelina County and was an educator and nutritionist.

**Minnie W. and Ralph C. Arnett, Sr. Memorial Scholarship:** The children of Minnie W. and Ralph C. Arnett, Sr. established this memorial for the purpose of providing child care for Angelina College students participating in the Buckner Family Place program and the Mary Jo Gordon Child Care Center. Student must maintain a 2.0 GPA.

**The Vivian Ezelle Johnson Aid to the Disabled Scholarship:** This scholarship was established by the estate of Vivian Ezelle Johnson to enable students with disabilities at Angelina College to pursue an education, become a productive member of society, and build his or her self-esteem. Student must have a documented disability registered with Office of Student Success and Inclusion.

## **Visual and Performing Arts Scholarships**

Angelina College offers a number of scholarships for Visual and Performing Arts. Application should be made directly to the Department of Visual and Performing Arts for the scholarships listed below.

**Angelina College Fine Arts Scholarship:** Endowment established to provide scholarships to students majoring in the fine arts.

**Christine Spivey Birge Scholarship:** In memory of Christine Spivey Birge, her family established this award in recognition of her support of education, teaching, and the fine arts. Mrs. Birge was a Lufkin native as well as a teacher. Preference is given to Fine Arts majors with a desire to teach in the fine arts.

**Elizabeth Blair/Mary Clark Endowment Fine Arts Scholarship:** Mrs. Mary Clark, a former employee of Angelina College and devotee of the fine arts established this endowment in the memory of her mother, Elizabeth Blair of Hattiesburg, Mississippi.

**Stephen Foster Music Club Scholarship:** Members of the Stephen Foster Music Club established this scholarship to recognize an outstanding music student during the spring semester of each year.

**Dr. Jack Hudgins Memorial Scholarship:** The Board of Trustees selected Dr. Hudgins as the first president of Angelina College on December 12, 1966. Even after he stepped down as president in 1991, he was an active and beloved member of the college community, teaching music part-time and instilling a love of music and learning in his students. In honor of his many contributions to the college, this scholarship was established by friends and family to recognize outstanding students.

**Charles Hogan Music Scholarship:** Charles Hogan, the first Fine Arts Division Director of Angelina College, established this scholarship for music majors. Hogan started the music program at AC in 1968 and was a member of the charter faculty. Recipients must be a second-year music major.

**Howard Kuscher Achievement Award in Theater Arts:** This scholarship was established by the Pineywoods Players of Polk County to honor Howard Kuscher, long-time director of the players, for the purpose of encouraging students interested in theatre. Preference is given to a theatre major from Polk County.

**Lufkin Music Study Scholarship:** This scholarship was established by the Lufkin Music Study Club to assist students studying music. It honors Mrs. Francis Maroney and Mrs. Shell Carter, former Lufkin Independent School District music teachers, Mrs. E.W. Leach, civic leader, and Mrs. Cecil Purdy, Diboll music teacher, all former members of the Lufkin Music Study Club.

**Jerry Ray Memorial Vocal Scholarship:** Local business owner Jerry Ray was best known as the owner of Ray's Drive In, Inc. and those delicious hamburgers. Second to that would have been his wonderful tenor voice. Eunice Vickery and Charles Hogan encouraged his talent and secured him an audition with the acclaimed Julliard School in New York City. These teachers believed in his talent and were always an inspiration to him. This scholarship has been established to help other vocalists train their voice, perfect their skills, and realize their dreams. Student must be a chorale member and be enrolled in private voice lessons.

**Persis Shearer Memorial Art Endowment Scholarship:** Mrs. Sara S. Snyder has established this fund in memory of Persis Shearer to aid students who are following a career in the field of art. Mrs. Shearer was an art teacher for over 30 years and was a charter member of the Lufkin Art League.

**Mr. & Mrs. M.C. Spivey Memorial Scholarship:** The children of Mr. & Mrs. Spivey established this scholarship in memory of their parents. Mrs. Spivey was a talented artist and very interested in cultural programs of the college.

**Charles Stephens Memorial Scholarship:** This scholarship is provided by the students, friends, and family of Charles Stephens, honoring his dedication and love for music, people, and most of all Jesus Christ. Charles P. Stephens was a music instructor and director of the AC Singers from 1983-1996. Along with his passion for life, he brought to his teaching a wealth of knowledge and experience in the arts and education and took great joy in bringing out the best in everyone.

**Eunice Sullivan Vickery Memorial Scholarship:** The Angelina College Division of Fine Arts established this scholarship in memory of Ms. Vickery, who taught at the college and privately in the community for many years and had an unswerving belief in the energy and potential of young people. This scholarship is reserved for sophomore voice majors.

### **Club and Department Sponsored Scholarships**

**Joyce Dodson Memorial Scholarship:** This scholarship was established by the family of Joyce Dodson as an ongoing tribute to her life and memory. A retired public school teacher and former reading mentor at AC, Ms. Dodson had a lifelong interest in teaching others. Applicants should be a mature person enrolled in reading coursework who show promise and are working towards improving their lives through education. Apply to the Reading faculty.

**Paul M. Durham Memorial Endowment Journalism Scholarship:** Friends and associates of Paul M. Durham established this scholarship fund in 1990 in memory of his long-time service as editor of the Diboll Free Press and his dedication to education and support of progress for Angelina County and the Deep East Texas area. Journalism students may apply to the journalism faculty.

**Brent Jones Memorial Rodeo Club Scholarship:** This scholarship was established in memory of Brent Jones by his parents, Sam and Nancy Jones, to aid students in seeing their dreams accomplished by furthering their education. Brent was a very active second year Rodeo Club member at the time of his

death in February 1996. This scholarship will keep his memory alive for years to come. AC students who are competing at the college level in rodeo events should contact the Scholarship Coordinator.

**Joe Murray – Joe Ed Murray Sr. Journalism Scholarship:** The Texas Daily Newspaper Association established this scholarship fund in honor of Joe Murray for his service as editor of the Lufkin Daily News and in memory of Joe Ed Murray Sr. for his long and faithful service as a Texas printer. Journalism students may apply to the Journalism faculty.

**Lloyd David Parker Baseball Scholarship:** Given by the friends and family of Lloyd David Parker, this scholarship is presented to a member of the Angelina College Roadrunner baseball team.

**Phi Theta Kappa Scholarship:** This scholarship was established by the alumni members of Phi Theta Kappa to reward selected students in the Upsilon Rho Chapter of the international honor society. The scholarship is given in honor of Phi Theta Kappa advisors, Chris Browning, Margaret Lindsay, Mattie Collins, Gary Hodge, Dr. Jimmy Tinkle, Stan Pogozeleski, Dr. Barbara Flournoy, Carroll Moore, Joe Ragan, Benetha Jackson, Dr. Doug Edwards, and Debra Jenke. Members of Phi Theta Kappa International Honor Society (Upsilon Rho Chapter) may apply to Phi Theta Kappa faculty advisors or Coordinator of Marketing and Communication.

### **Community-Based Scholarships**

The following donors and community organizations annually award scholarships to Angelina College students. Students should apply directly to the organization listed.

**E.C. Burley Memorial Scholarship:** Angelina County Citizens Chamber of Commerce awards this scholarship annually in memory of E.C. Burley to encourage a commitment to excellence in education. Mr. Burley was the principal of Brandon Elementary in Lufkin, a writer, educator, and long-time civic leader. Apply to: Angelina County Citizens Chamber of Commerce.

**Chick-Fil-A Scholarship:** Apply to: Employees of Chick-Fil-A should apply directly to Chick-Fil-A.

**Mr. and Mrs. Joe C. Denman, Jr. Endowment Scholarship:** Mr. and Mrs. Joe C. Denman, Jr. established this endowment fund as a result of their dedication to Angelina College and to provide encouragement and support for the graduates of Diboll High School. Diboll High School Graduates apply to: Diboll High School Counselor.

**Diboll Memorial Post 8933 V.F.W Scholarship:** Diboll High School Graduates apply to: Diboll High School Counselor.

**Disabled American Veterans Scholarship:** Descendants of DAV members apply to: DAV No. 84, PO Box 427, Lufkin, TX 75901.

**GENCO College Scholarship:** GENCO Federal Credit Union established this scholarship to recognize one of its members who is majoring in any of the business programs at Angelina College. The member must show outstanding academic merit and be a full-time student. Business majors who are GENCO members should upload proof of GENCO membership when they submit their AC Scholarship Application online.

**Mary K. Grum Scholarship:** This scholarship was established by Clifford and Mary K. Grum to assist Stubblefield Learning Center graduates with tuition, fees, or books. Stubblefield Learning Center graduates apply to: Director, Stubblefield Learning Center.

**Houston Livestock Show Scholarship:** Apply to: The Houston Livestock Association, PO Box 20070, Houston, TX 77225.

**Lufkin Kiwanis Scholarship:** This scholarship was established by the Lufkin Kiwanis Club as a memorial to Earl Medford, a Kiwanian and former president of the club. Mr. Medford was prominent in business and civic activities in the county, and was particularly interested in education. He served as trustee of the Lufkin Independent School District. A permanent scholarship fund in his honor was started by his friends at his death. Apply to: Lufkin Kiwanis Club, PO Box 326, Lufkin, TX 75902.

**Pineywoods Transportation Club:** Angelina County graduating seniors who are family members of PTC should apply to: Pineywoods Transportation Club, PO Box 554, Lufkin, TX 75902-0554.

**Smith-Hutson Scholarship:** Intended for Angelina College students with academic potential and established financial need who are committed to completing a certificate or degree at Angelina College. Taking into account other scholarships that the student may receive and the students' financial resources, the Smith-Hutson Scholarship typically provides sufficient assistance to cover tuition, books, fees, and reasonable living expenses on campus. Students can apply online at [angelina.academicworks.com](http://angelina.academicworks.com). Any questions concerning the scholarship should be directed to the Angelina College Scholarship Coordinator in the Student Center or by emailing [scholarships@angelina.edu](mailto:scholarships@angelina.edu).

**Square and Compass Scholarship:** This scholarship was established by the Masonic Lodges of Lufkin, Huntington, Homer, Zavalla, Burke and Wells. Masonic or Eastern Star relative with member in participating lodges apply directly to Lodge.

**Stubblefield-Altrusa Scholarship:** Stubblefield graduates apply to: Director, Stubblefield Learning Center.

**Lufkin Memorial Veterans of Foreign Wars Post #1836 Endowed Scholarship:** The Lufkin Memorial Veterans of Foreign Wars Post #1836 Endowed Scholarship was established to support the decedents of VFW members and veterans. Recipients must reside in Angelina County and be a child or grandchild of a VFW 1836 member, a veteran, or a child or grandchild of a veteran. Recipients must maintain a 2.5 GPA. Students should apply to VFW Post #1836, PO Box 393, Lufkin, Texas 75902.

**Billie Whitaker Endowment Scholarship:** Mr. and Mrs. Joe C. Denman, Jr. established this scholarship endowment fund in honor of Mrs. Billie Howard Whitaker, honor graduate of Diboll High School and longtime assistant to Mr. Denman at Temple Eastex Inc. Diboll High School Graduates apply to: Diboll High School Counselor.

**Jerry & Glenda Whitaker Tech Prep Scholarship:** This scholarship was established to assist a student from the Angelina College service area with a Health Careers or Technical Workforce major in furthering their education. Preference is given to students graduating from Cushing High School. Apply to Cushing ISD Scholarship Committee

## **Recognition of Other Significant Donors**

In addition to the donors mentioned in the preceding pages, the donors listed below have contributed to the success of the Angelina College Scholarship Program through their generous contributions:

- Lufkin Association of Independent Insurance Agents
- Lufkin Area Local American Postal Workers Union
- Lufkin Study Club
- George E. and Cynthia F. Griffith
- Mrs. Leland T. Jordan
- Vivian L. Simpson and family
- Friends of Mrs. Mary Ellen Rowland
- Beverly Enterprises
- Friends of Nona and Joe Kartye
- Pilot Club of Lufkin
- Friends and family of C.L. Alexander
- Friends and family of C.W. “Jiggs” Medford
- Friends and family of Everett (Buddy) & Verna Griffith and J.L. & Jean Ford
- Friends and family of Dr. Missy Crowson
- Friends and family of Bill Hambrick
- Friends and family of Robert Jones
- Friends and family of Judy Semilinger
- American Association of University Women, Lufkin Branch
- Partners of Sam’s Club, friends and family of Cody “O” Oliver
- Fenley & Bate LLP
- Texas Guaranteed Student Loan Corporation, Dr. Charley Wootan Grant
- Nations Bank
- Alpha Beta Chi
- Linda and E.G. Ratliff
- Sarah Henderson Taylor and family
- Simon and Lucille Henderson Foundation
- Friends and family of John A. and Nina Choate
- Local Law Enforcement agencies

## **Student Consumer Information**

In order to keep future and currently enrolled students informed regarding available financial aid at Angelina College, the College provides the following information for the student’s benefit. Any student wishing to review the documents concerning Angelina College’s accreditation, approvals, and licensing of educational and professional agencies should contact the Vice President of Academic Affairs in the Administration Building. The Director of Financial Aid or his/her designee is available to provide students with information concerning financial aid resources at Angelina College. The Office of Financial Aid is located in the Student Center building.

The average direct educational expense for a student at Angelina College is approximately \$2,939 per semester for tuition, fees, books and supplies based on 13 credit hours (the average course load for full-



time students). Indirect expenses to consider are transportation, room and board, and miscellaneous items. The budget total for these indirect expenses, as authorized by the Texas Higher Education Coordinating Board, ranges from \$5,531 for a student who lives with parents/relatives to \$6,972 for an off-campus student per semester. The average cost for a resident student living in the College residence hall is \$6,162. This figure includes tuition, fees, books, room, board, and miscellaneous expenses for one semester for a student enrolled in 13 credit hours. Students may find a comparison of Angelina College's costs to that of other Texas colleges online at [collegeforalltexas.com/apps/CollegeMoney](http://collegeforalltexas.com/apps/CollegeMoney). A chart showing actual costs of tuition and fees in the Finances section of this catalog.

To be eligible to receive Title IV financial aid, a student must be either a United States citizen or an eligible non-citizen, must have a high school diploma or its recognized equivalent, and be making satisfactory progress toward a certificate or degree. In addition, the student must submit a Free Application for Federal Student Aid (FAFSA; [www.fafsa.ed.gov](http://www.fafsa.ed.gov)), official transcripts from colleges, and all other documents needed to verify application information as requested.

All applications and required forms are available in the Office of Financial Aid located in the college Student Center or online in the student's portal account. The FAFSA for the upcoming year is available online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) beginning in October of the previous year.

The College awards all Title IV Federal Government programs according to financial need. The College bases Pell Grant awards upon the Estimated Family Contribution (EFC) number, as reported on the Student Aid Report from the U.S. Department of Education and the academic load for the semester. The College bases all other awards on need, eligibility, other financial aid awarded to the student, and the total amount of government allocations to the College. The College bases the Federal Work-Study program eligibility upon the same criteria as other Title IV financial aid. The student works at scheduled times and performs the various duties outlined in the job description. Job descriptions are available in the Office of Human Resources. All jobs reflect actual work experiences. The College will make reasonable accommodations for student employees with disabilities. Student employees are at-will employees. Student employees are paid semi-monthly (i.e., approximately every two weeks). If a student employee's financial aid eligibility changes such that he/she is no longer eligible for work-study, the College may terminate the student's employment.

The College arranges all eligible students whose financial aid is complete in descending order according to need, and the College makes awards of the Title IV monies and other grant funds, other than PELL at that time. The College disburses State allocated funds to eligible students on a first-come first-serve basis. The amounts will vary depending on the amount of funds allocated by the government to the College. Once the College makes awards, the Office of Financial Aid notifies the recipients. The College conducts a second award process following registration to award any unclaimed funds.

The College disburses award payments for tuition, fees, books, and on-campus room and meal plan fees at registration. When the student registers for classes, the College deducts the cost for the above items from the award, and the student receives the remainder of the award, if any, within two weeks of the College's cutoff of further charges to the award. Any awards made after the College issues balance disbursement checks will be made within fourteen days of file completion.

## COLLEGE SERVICES

### **Student Affairs Division**

#### **Executive Director of Student Affairs .....(936) 633-3213**

The Executive Director provides leadership and direction for the Division of Student Affairs, which includes the Office of Enrollment Services, the Office of Access and Inclusion, Residence Life, Student Life, New Student Orientation, International Student Programming, and Student Conduct. The Executive Director oversees the Student Conduct and Discipline Program. The Executive Director also ensures the College's compliance with the Family Education Rights and Privacy Act (FERPA).

#### **Title IX**

Title IX of the Education Amendments Act of 1972 is a federal law that states:

No person in the United States shall, based on sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance. 20 U.S.C. §1681(a)

To report a violation of Title IX or to ask questions regarding Title IX, contact Ms. Tifini Whiddon, Director of Human Resources. Her office address is in room 201 of the Administration Building; her telephone number is 936-633-4555, and her email address is [twhiddon@angelina.edu](mailto:twhiddon@angelina.edu). Students may also contact the U.S. Department of Education, Office for Civil Rights (800-421-3481) to complain of sex discrimination or sexual harassment including sexual violence.

#### **Office of Admissions and Student Records .....Student Center, 1<sup>st</sup> Floor**

The Office of Admissions and Student Records offers service and support through the admissions process, provides transcript services, and maintains accurate and secure student data records.

#### **Testing Center .....Student Center, 2<sup>nd</sup> Floor**

Phone: (936) 633-5495; Email: [ac\\_tc@angelina.edu](mailto:ac_tc@angelina.edu)

The Testing Center is committed to helping students succeed in their college endeavors. Students may inquire with the Testing Center about Credit by Examination (see Credit by Examination section of this catalog).

The Testing Center administers the Texas Success Initiative Assessment (TSIA, see Texas Success Initiative section of this Catalog). Prior to students or prospective students taking the TSIA, they must complete a mandatory pre-assessment activity. Students may complete the pre-assessment activity online, including in the AC Library or in the Office of Academic Success. The Testing Center will not allow students to take the TSIA until they complete this activity. The activity includes the following:

- An explanation of the importance of the TSI Assessment;
- Practice test questions and feedback;
- An explanation of all developmental education options, if the student doesn't meet the minimum passing standard; and
- Information on campus and community resources that will help the individual succeed as a college student.

The Testing Center has been designated as an official testing center for **PearsonVue** and **Prometric** exams as well as for a number of national and state testing programs. The Testing Center administers the following measurement and credentialing programs:

- American College Testing Program (ACT),
- The College Board,
- Texas Commission on Law Enforcement Officers standards & Education (TCOLE),
- General Education Developments (CB-GED),
- Health Education Systems, Inc. (HESI) A2 Admissions Exams (RN/VN),
- Certified Nursing Assistant (CNA),
- American Medical Technologists (AMT),
- National Association of Legal Assistants (NALA),
- Heating, Ventilation Air Conditioning EPA Certification (HVAC),
- Child Development Associate National Credentialing program (CDA), and
- National Institute for Automotive Excellence (ASE).

Testing services are available at the Polk County Center on a scheduled basis. Students may access available testing services and testing schedules for all sites through the Testing Center website at [www.angelina.edu/testing](http://www.angelina.edu/testing).

**Testing Students with Disabilities:** Students who cannot test under standard conditions should request special testing accommodations. The Testing Center provides reasonable accommodations as defined in the Rehabilitation Act of 1973, Section 504 and the American Disabilities Act of 1990 for qualified individual with a disability. The College will make reasonable testing accommodations for students with a diagnosed physical and/or learning disability. If special accommodations are required, the student must obtain an Angelina College Disability Accommodation packet from the Office of Student Success & Inclusion and have an interview with a designated College employee. The student must submit current medical and/or psychological documentation to substantiate the disability with the Application for Disabilities Services. Upon completion of the Disability Accommodation packet and interview, the student must provide the Angelina College Testing Center with a copy of the approved accommodations. For more information concerning disabilities services, students should contact the Office of Student Success & Inclusion located in the Student Center, Room 206.

**Office of Financial Aid** ..... **Student Center, 2<sup>nd</sup> Floor**  
Federal and State Financial Aid, Veterans' Benefits; Institutional Scholarships, and Work-Study awards (see Office of Human Resources about Work-Study job openings and applications).

**Library / Learning Resource Center** ..... **[www.angelina.edu/library](http://www.angelina.edu/library)**

Phone: (936) 633-5219; Email: [aclibrary@angelina.edu](mailto:aclibrary@angelina.edu)

The library / Learning Resource Center provides in-person and online information access, and research assistance to the Angelina College community of students, faculty, and staff. The Angelina College Library houses approximately 33,880 books and periodicals, and provides access to e-books, electronic reference resources, and thousands of online scholarly periodicals. The Learning Resource Center staff is available to assist students in assessing the quality of information sources, proper citation of other's work, information literacy instruction, and identification of possible sources for any research project. In addition

to reference and research assistance, the AC Library building offers variable study spaces, study rooms, open computer use, photocopy services, and ADA compliant technology. The free Student Tutoring and Access Center (STAC) is located on the second floor of the Library. Additionally, the Library hosts Adult Basic Education courses.

**Student Tutoring and Access Center (STAC).....Library 2<sup>nd</sup> Floor**

Phone: 936-633-4504; Email: tutoring@angelina.edu

The Student Tutoring and Access Center (STAC) provides tutoring to all current Angelina College students, free of charge, and can assist students in finding subject-specific tutoring services. The Kurth Foundation provided a generous grant to establish the STAC.

The glass-enclosed STAC offers tutoring from 9 a.m. until 5 p.m., Monday through Thursday, and is staffed by degreed tutors as well as peer tutors. Students are not required to make appointments for tutoring sessions. To see subjects and tutoring times, students should consult the STAC calendar on AC's website. The calendar is located under *Tutoring* in the *Students* drop-down menu.

The STAC typically offers tutoring in English grammar and writing, math, science, accounting, health careers prerequisites, and Spanish.

For online tutoring, AC students have two options: *NetTutor* and the STAC. For 24-hour assistance, students may choose *NetTutor*. *NetTutor* is an option in each student's Blackboard account. Students may also call or email the STAC to request an online tutoring session with one of the STAC tutors. These online sessions are available from 9 a.m. until 5 p.m., Monday through Thursday. The STAC conducts online tutoring via Blackboard Collaborate.

**Athletics .....Activity Center, 1<sup>st</sup> Floor**

Angelina College is a member of the Region XIV Conference of the National Junior College Athletic Association (NJCAA), and competes in men's and women's soccer, men's and women's basketball, baseball, and softball.

AC participates in intercollegiate athletics to develop student-athletes and to contribute to a vibrant campus experience for all students. Intercollegiate athletics promotes character traits important for success in life such as applying talents to achieve the highest level of performance, embracing the discipline needed to thrive in a competitive environment, learning to work with others as a team to pursue a common goal, and adhering to codes of fairness and sportsmanship. Angelina College athletics is committed to supporting the physical and emotional health of student-athletes and to the holistic development student-athletes. In view of the health and educational value of athletics, in addition to intercollegiate programs, AC creates opportunities for participation in club sports, intramurals, and individual exercise and recreation.

**Academic Advising Services .....Student Center, 2<sup>nd</sup> Floor**

The Office of Academic Success promotes student success by helping students explore major and career choices, providing academic advising, and facilitating dual enrollment. Success Coaches empower students by providing the tools necessary to formulate a pathway to a degree or certificate through one-on-one coaching. The office also assists students who plan to further their education by transferring to a four-year institution. The Office of Academic Success actively collaborates with Student Affairs to

provide students with a variety of resources including career and transfer fairs, workshops and special student support services. The office's goal is to provide student-centered services in a supportive and professional environment.

## **Office of Access & Inclusion .....Student Center, 2<sup>nd</sup> Floor**

The mission of the Office of Access and Inclusion (A&I) is to be a vital student resource as students journey through their academic or career track. This office offers a variety of crucial services specific to ensuring students persist, graduate, and join the workforce or transfer to a four-year university. The Office of Access & Inclusion is equally committed to an inclusive campus where all students are given equal and equitable access to opportunities for success.

**Career Coach Software:** *Career Coach* is an online tool to help students discover majors, in-demand careers, and other educational opportunities based on their interests. A career assessment helps students learn about themselves and provides interest-based career suggestions. Students are able to browse careers and see relevant data regarding wages, employment, and necessary training. Career Coach provides information on available programs that lead to the careers students wish to pursue. Veterans may use Career Coach to find civilian careers related to their military occupations. Career Coach also offers an easy-to-use résumé builder to help students create professional résumés.

**Inclusivity and Diversity:** Angelina College strives to foster a culture of inclusivity. We believe that every person has the right to lifelong learning. This culture is transformative, democratic, and frames diversity as a distinct strength and a valuable resource for all students. In order to provide students with a quality education, opportunities to strengthen global competency skills needed for an increasingly diverse, global, and fast-paced workforce must be readily available. The Office of Access and Inclusion seeks to produce and guide policy and practices focused on equality, equity, and success for all students so they may reach their full potential.

## **Student Access Services (SAS) ..... Student Center, 2<sup>nd</sup> Floor**

The Office of Access & Inclusion is committed to providing accommodations and resources to students so that they will be successful at Angelina College. Student Access Services (SAS) is one unit within the Office of Access & Inclusion that offers an array of services for students with needs including, but not limited to: finding community resources; obtaining financial assistance for emergencies; targeted programming for traditionally underserved student populations; and providing accommodations.

Student Access Services provides reasonable accommodations as defined in the Rehabilitation Act of 1973, Section 504 and the American Disabilities Act of 1990 for a qualified individual with a disability. Students with unique learning needs and learning disabilities must self-identify in order to receive accommodations. The College will provide reasonable accommodations for a student with a diagnosed physical and/or learning disability, provided the student:

1. **Self-Identifies:** To self-identify, a student should fill out the Educational Accommodations application online.
2. **Provides up-to-date Documentation:** Documentation that substantiates a diagnosed physical and/or learning disability must be less than five years old. The student may upload this documentation within the online Educational Accommodations Application, or turn in this documentation to the Office of Student Success & Inclusion.

Once these two steps are completed, the Office of Student Success & Inclusion will review the application and supporting documentation. If educational accommodations are required, SAS will send an Accommodations Memo to the student's email address. SAS will also send the Accommodations Memo to the instructors of the student's courses, as well as to the Testing Center if testing accommodations are necessary.

For more information concerning Student Access Services, contact the Office of Access & Inclusion located in the Student Center, Room 206, email [access@angelina.edu](mailto:access@angelina.edu), or call (936) 633-5344.

### **Student Life, Orientation, and Residence Halls ..... Student Center, 2<sup>nd</sup> Floor**

Student Life encourages and promotes an environment committed to the achievement of academic goals by enhancing students' intellectual and social growth through the creation of unique learning experiences that expand beyond the classroom. Student Life places focus on programs that foster the advancement of students' ethical, cultural, emotional, and personal development. By affording a unique learning experience to stimulate and develop leadership skills, global awareness, and ethical and social growth, resources are provided that will allow students to learn and go forth to become student leaders of today and global citizens of tomorrow.

#### **New Student Orientation..... [orientation@angelina.edu](mailto:orientation@angelina.edu)**

Angelina College offers several New Student Orientation pathways to meet the needs of students. All students are encouraged to first complete New Student Orientation online. Orientation prepares students for their transition into the collegiate world as well as the challenges and opportunities that lie ahead. Completing online orientation familiarizes students with campus resources and answers many questions students may have. After completing the orientation online, students should check their AC student email account for any additional orientation requirements and may contact the Office of Student Success and Inclusion to schedule an appointment for registration. Students wishing to register for in-person orientation, *Roadrunner Blitz*, should contact the Office of Student Success and Inclusion during normal business hours, at (936) 633-3253 or email [orientation@angelina.edu](mailto:orientation@angelina.edu).

**Angelina College Chorale/AC Singers:** The Angelina College Choir is open by audition to all students of the College. In addition to regular campus performances, the choir will appear in concerts for civic organizations and participate in musical theater productions. The *AC Singers* is a select ensemble chosen by audition from the College Choir. *AC Singers* perform in various community events and travel on occasion to participate in functions at the state level. The *AC Singers* performances include choreography and students are required to register concurrently in PHED 1104.

**Recitals:** Members of the music faculty give recitals presenting classical and contemporary compositions. In addition, the College organizes visiting artist programs and lectures of general musical interest. Music students have an opportunity to appear in recitals and/or performance classes that provide a valuable laboratory period to perform before an audience.

#### **Student Publications ..... Hudgins Hall, 1<sup>st</sup> Floor**

Angelina College students produce *The Pacer*, a newspaper, six times each semester online and some editions in print as well. Mrs. Libby Stapleton, coordinator of student publications, selects students for staff positions based on their potential contributions as editors, writers, layout artists,

and photographers. Editorial and photography positions are available on the publication for mass communication/ journalism and non-journalism majors with experience. Student produce *The Pacer* on Macintosh computers using InDesign Creative Suite software. The staff has won numerous awards in Texas Intercollegiate Press Association and Texas Community College Journalism Association competitions. Experience working on the publication staff can be a practical preparation for a career in one of the areas of mass communication or an introduction to a lifetime hobby. Many future leaders discover the involvement and skills necessary to produce a publication provide excellent leadership training for any career.

**Registered Student Organizations:** Students are encouraged to form and join registered student organizations to enrich their social experience on campus and to engage in academic, service, or other worthwhile experiences. To learn how to form a registered student organization, contact the Student Life Coordinator on the second floor of the Student Center. The Student Life Coordinator also maintains a list of all registered student organizations for students who are interested in joining one. Although new student organizations can form at any time, the College had registered the following when this catalog was developed:

- **AC S.P.E.A.K.S.** (Students Preparing and Executing Acts of Kindness) Contact: Sabrina Collins, scollins@angelina.edu
- **AC Singers** (Membership in A.C. Singers is open by audition to all students of the College. These students must be active in the Angelina College Chorale) Contact: Beckie Compton, bcompton@angelina.edu
- **AC Queer Space** (We are a diverse Queer education and acceptance group/community. No person shall be excluded from participation in, denied the benefits, or subject to discrimination under any program or activity sponsored, conducted, or recognized by Angelina College on any basis prohibited by applicable law, including but not limited to race, color, ethnicity, origin, sex, or disability.) Contact: Nancy Reynolds, nreynolds@angelina.edu
- **Alpha Beta Gamma - Rho Alpha Chapter** (international business honor society) Contact: Becky Innerarity, binn@angelina.edu
- **Angelina College Child & Family Development Association** (support children and their families in the community, provide funding to Child and Family Development students) Contact: Vickie Milstead, vmilstead@angelina.edu or Chandra Cheshire, ccheshire@angelina.edu
- **Angelina College Nursing Student Association** (Nursing students and those students interested in pursuing a nursing) Contact: Amber Murphy, amurphy@angelina.edu or Vergie Hines, vhines@angelina.edu
- **Campus Ministry International** (CMI) (Reinforce the faith and principles of Christian youth; learn about biblical teaching, Christian principles, and the experience of the Apostolic faith; public service and positive leadership on campus) Contact: Chandra Cheshire, ccheshire@angelina.edu
- **Human Services Club** (Provide educational support and enrichment to individuals with special needs) Contact: Patricia Wars, pwars@angelina.edu
- **Identity** (The purpose of this organization is to provide opportunity for students, former students, and community members to fellowship with Christian believers and/or learn more about the Christian faith outside of a formal church setting.) Contact: Sabrina Collins, scollins@angelina.edu

- **International Club** (The purpose of the club shall be to provide a forum for the interaction of American and international students, to promote cultural enhancement of all students through social, cultural and educational events and activities and to assist new students in adapting to college life on campus and beyond.) Contact Fergus O'Connor
- **Phi Theta Kappa** (International honor society for the two-year college emphasizing scholarship, leadership, fellowship, and service) Contact: Jeremy Sanches, jsanches@angelina.edu
- **Respiratory Care Program** (Provide funds for respiratory students to ease the financial burden of out-of-town clinical experience with affiliated hospitals) Contact: Jessica Hudnall, hudnall@angelina.edu
- **Rotaract Club** (Sponsored by Rotary to enhance the knowledge and skills, to address the physical and social needs of communities, and to promote better relations between all people worldwide) Dr. Tom McKinney, tmckinney@angelina.edu
- **Spanish Cultural Club**  
(Recognize the study of the Spanish language and Hispanic culture and encourage students to acquire a greater interest in and a deeper understanding of Hispanic culture) Contact: Annette Gillum, agillum@angelina.edu
- **Student Government Association** (A leadership organization to enhance student activities, promote student participation in campus events, recognized student organizations, enhance the welfare of the student body in general, and provide input as requested by the college administration on policies, planning, and evaluation). Contact: Jordan LaCaille, jlacaille@angelina.edu or Alex Ranc, aranc@angelina.edu
- **STEM Club** (The STEM club is an organization which promotes student engagement in fields of Science, Technology, Engineering, and Mathematics. Students will have the opportunity to interact with local business, schools, and national organizations to develop a network of like-minded individuals and identifying a career path. Membership is open to all students at Angelina College.) Contact: Dr. Andrea Barrett, abarrett@angelina.edu

#### Other Student Organizations

- **Jazz and Blues Club** (Membership is open to any A.C. student with a general interest in jazz) Contact: Larry Greer, lgreer@angelina.edu
- **Press Club** (Primarily interested in quality journalism. Members include students on the *AC View* and *Pacer* staffs). Contact: Libby Stapleton, lstapleton@angelina.edu
- **Sonography Club** (Develop future scholars and professional stakeholders in education policy making) Contact: Casey Davis, cdavis@angelina.edu
- **Surgical Technology Program** (Provide the highest quality and comprehensive education to prepare the graduate to demonstrate the knowledge, understanding, application of technical, affective, psycho-motor, and critical thinking skills, and competency in the role as an entry-level surgical technology practitioner) Contact: Stefanie Vaughn, svaughn@angelina.edu

#### Campus Police Department.....Police Department Building 24-Hour Phone: (936) 676-2563; Emergency: Dial 911

The Angelina College Police Department engages in *community policing*, which means officers engage students and employees in an effort to have a better understanding of their perceptions of campus and personal safety. The police officers and security personnel develop relationships and partnerships with individuals and other offices to foster an environment of mutual respect and understanding. Students



should know that all AC police officers are fully licensed peace officers of the State of Texas, and have full authorization to enforce any laws, including addressing criminal and noncriminal behavior. The Campus Police Department has jurisdiction in 12 counties served by Angelina College. The department is also critical to the College's response to emergency and/or critical incidents.

**Safety on Campus:** Students should always be aware of their surroundings while on the Angelina College campus to ensure their safety. As stated in the student handbook under "parking and traffic" regulations, pedestrians have the right-of-way; however, it is advisable to be cautious when walking to and from the parking areas. When walking to and from classes or to other college activities use the sidewalks and do not take short cuts through the lawns or parking areas. A Campus Police Officer or security guard is on duty 24-hours each day, on weekends, and on holidays. Communication with local authorities is by telephone and portable radio, and response time to emergencies is excellent. Auto accidents, criminal activities, and other emergencies should be reported immediately to the Campus Police Department. Upon notification, The Campus Police Department will conduct onsite investigation to determine the necessity of involving the local authorities and appropriate action to be taken.

### **Information Technology (IT) Helpdesk ..... Administration Building, 1<sup>st</sup> Floor**

Students can reach the IT helpdesk by calling (936) 633-5208 to talk personally with IT personnel, by sending an email to [ithelpdesk@angelina.edu](mailto:ithelpdesk@angelina.edu), and by visiting the Helpdesk in the Administration Building. Students are welcome to present the Helpdesk with any technology need regarding Angelina College server accounts. A short list of things the Helpdesk can help students with includes:

- finding student ID number;
- helping with usernames/passwords for accounts such as the AC portal, email, and Blackboard;
- uploading an assignment into Blackboard if a student is having trouble; and
- helping students who are currently registered in the current semester with connecting their smart phones, tablets, or laptops to the *AC Student* wireless network.

Helpdesk hours are 8:00 a.m. to 5:00 p.m., Monday through Friday. If students call and leave a voice message or send an email at a time that the Helpdesk is not open, the staff will respond to their requests as quickly as possible.

**AC Portal:** Currently enrolled students may access some of their student information on the Angelina College website ([www.angelina.edu](http://www.angelina.edu)) by using the AC Portal. Information available in the AC Portal includes class schedule, student account information, student financial aid information, student grades at the end of each term, and an unofficial Angelina College transcript. Students may also use the AC Portal for course registration. Students may contact the IT Help Desk on the first floor of the Administration Building, email [ithelpdesk@angelina.edu](mailto:ithelpdesk@angelina.edu), or call (936) 633-5208 for more information.

### **Office of Human Resources (HR) ..... Administration Building, 2<sup>nd</sup> floor**

**Work-Study Positions:** Students should contact the Office of Human Resources for information about available work-study jobs, employment applications, and job placement. **International Students:** Certain employees in the Office of Human Resources serve as designated school officials for the Student and Exchange Visitor Program (SEVIP). The designated HR employees will answer questions about Certificate of Eligibility for Nonimmigrant (F-1) Student Status (i.e., Form I-20), visa status, and other questions international students may have.

### **Business Office ..... Administration Building, 2<sup>nd</sup> Floor**

The Business Office provides a wide range of services to students, staff, College departments and external agencies. The office supports the core mission of the College through exemplary fiscal administration and effective oversight of financial operations and resources for the main Lufkin campus and various sites that make up the Angelina College District and service area.

The Controller reports to the VP of Business Affairs and is responsible for leadership and supervision of all areas of AC's business office. The Business office services include the following:

- Cashier
- Accounts Payable
- Financial Accounting and Reporting
- Payroll
- Procurement & Materials Management
- Accounts Receivable
- Student Billing

## **Office of Physical Plant Operations ..... (936) 633-5280**

Angelina College's Office of Physical Plant Operations is responsible for the day-to-day operation and condition of all AC buildings and grounds. This division comprises of teams of dedicated and skilled technicians trained in the trades required for the repair, maintenance and alteration of the college's buildings and grounds.

AC's Physical Plant and Operations directs campus planning and construction for the College, including all new construction, remodeling and furnishings, management of all efforts relating to sustainability, and management of utilities. The department strives to deliver sustainable environments that promote learning, and provide safe and accessible facilities for the students, faculty, staff, and the communities served by Angelina College.

To establish a Work Request please email *maintenance@angelina.edu*. Work Requests include:

- Replacing light bulbs
- Plumbing problems
- Electrical repairs/resetting breakers
- Adjusting room temperatures
- Air conditioning and heating repairs
- Room painting
- Replacing ceiling or floor tiles
- Pest control,
- Hanging pictures or bulletin boards
- Repairing door hardware or locks
- Landscape irrigation repairs and special grounds requests

To report a maintenance emergency during normal business hours please call the Physical Plant Office. Examples of these emergencies are:

- Flood
- Personnel stuck in an elevator
- A broken window
- An overflowing toilet
- Power outage

## **Campus Store ..... Auxillary Gym**

The Angelina College Campus Store is located in the Auxillary Gym. The Campus Store offers all textbooks, instructional materials and related supplies for credit and community service classes. The Campus Store also offers a wide selection of AC branded clothing, school supplies, and other items.

## **Returns and Refunds**

All returns require the actual receipt. The Campus Store refunds amounts back to the original source of payment (cash, check, credit card, financial aid, third party, etc.). Students must return books in the original condition without physical wear, torn pages, writing, water damage, etc. If the student removes shrink-wrapping, a \$5.00 fee will be assessed. Textbooks utilizing a CD are not refundable if the CD has been accessed. The Campus Store will make a 50% refund for textbooks that are defaced but can be resold. The Campus Store will exchange defective textbooks with proper receipt. Students may not return certain items. These nonreturnable items include clothing, packs, calculators, trade books, reference books, study guides and notes, supply items, and special order items. The student must request all refunds by the designated date. After the refund period, the Campus Store will buy back textbooks at wholesale prices. Student must return textbooks purchased after the refund period within three business days for a full refund.

### **Buy Backs**

The bookstore contracts with a book company to handle textbook buy-backs at the end of each semester. Whether or not the third-party company will buy a particular textbook and the price offered will vary based on several factors, including: the condition of the textbook, whether it is an edition in use, the recommended “buyer’s guide” price, and current inventory levels. The College does not automatically repurchase textbooks at percentage of the sales price.

### **Grants & Sponsored Programs .....Administration 2<sup>nd</sup> Floor**

The mission of the Grants & Sponsored Programs department is to help faculty, staff, and administration secure external funds for the college’s programs and services. The Grants & Sponsored Programs department assists faculty, staff and administrators by:

- Identifying appropriate funding sources,
- Designing high-quality grant proposals,
- Fostering relationships with other College departments,
- Facilitating an understanding of the grant application process, and
- Securing external funds that help meet the College’s mission.

### **Distance Education .....Student Center 2<sup>nd</sup> Floor**

Angelina College is committed to delivering the same quality of instruction and student services as well as to ensuring compliance with the Southern Association of Colleges and School Commission on Colleges (SACSCOC) Principles of Accreditation wherever courses and programs are located and however courses are delivered. Angelina College has adopted the SACSCOC definition of *distance education*, which is the following:

Distance education [is] a formal educational process in which the majority of the instruction (interaction between students and instructors and among students) in a course occurs when students and instructors are not in the same place. Instruction may be synchronous or asynchronous. (SACSCOC, 2018, p. 166).

**Distance Education Terminology:** The College uses the following terms for distance education courses:

- **Blackboard and Collaborate:** *Blackboard* is the online learning management system the college uses to deliver all distance education courses as well as to augment many conventional in-person courses. The college also provides Blackboard *Collaborate*, which is a browser-based web

conferencing solution for learning. Students log into the Blackboard system and Collaborate through the college's website.

- **Office Hours:** The instructor of each distance education course will be available online or in-person during published office hours or by appointment to help or to consult with students enrolled in any Angelina College course, regardless of how the College delivers it.
- **Synchronous courses:** Synchronous courses have online class meetings that occur on set schedules and during specific timeframes, usually through Blackboard and/or Collaborate. Students must be online at the exact time of each class meeting in order to participate in the course.
- **Asynchronous courses:** Asynchronous courses are online courses that do not have scheduled class meetings. In asynchronous courses, the instructor provides all course materials, lectures, tests, and assignments through Blackboard. The instructor of an asynchronous course will require students to complete coursework by published deadlines and/or to engage in course material or activities in Blackboard with a certain level of frequency.
- **Hybrid courses:** Hybrid courses combine asynchronous online instruction with conventional in-person class meetings. Typically, the instructor will deliver approximately half of the coursework online in an asynchronous format through Blackboard, and half of the coursework during scheduled in-person class meetings that all students enrolled in the course are required to attend.

**Digital Higher Education Consortium of Texas:** Angelina College offers distance education courses through the Digital Higher Education Consortium of Texas (DigiTex) in cooperation with other Texas junior college districts. Interested students should contact the Office of Distance Education and Testing.

**Secure Username and Password:** The College issues each student a secure username and password for the college's online student portal and for Blackboard to ensure the student who registers in a distance education course or program is the same student who participates in and completes the course or program and receives the credit. At the course instructor's discretion, students enrolled in a distance education course may also be required to take proctored examinations, which require picture identification. It is a violation of the Student Code of Conduct for any student to access any college computer, website, or internet service using another student's username and password. It is also violation of the Student Code of Conduct for any student to allow knowingly another student to use his/her username and password to access any college computer, website, or internet service.

**Off-Campus Instructional Sites and Centers:** Angelina College operates a number of off-campus instructional sites. In keeping with SACSCOC policy, the College distinguishes between off-campus instructional sites where students can obtain 50 percent or more of credits toward at least one academic program (see Table D), and sites where students can obtain 25 to 49 percent of credits toward at least one academic program (see Table E). Off-campus instructional sites may include centers controlled and operated by Angelina College, high schools in the College's service area, medical centers and hospitals, and facilities operated by third parties.

*Angelina College Polk County Center* in Livingston, Texas is controlled and operated by Angelina College. Any Angelina College student may access services online; at the main campus in Lufkin, Texas; and at the Angelina College Polk County Center.

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**Table D****Off-Campus Instructional Sites Offering 50% or More Credits toward at Least One Academic Program**

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AC Polk County Center	Hemphill High School
Alto High School	Hudson High School
Apple Springs High School	Latexo High School
Big Sandy High School	Lovelady High School
Broadus High School	Lufkin High School
Brookeland High School	San Augustine High School
CHI St. Luke's Health Memorial - Livingston	Trinity High School
Crockett High School	West Sabine High School
Diboll High School	Wells High School
Groveton High School	Zavalla High School

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**Table E****Off-Campus Instructional Sites Offering 25% to 49% of Credits toward at Least One Academic Program**

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Burkeville High School	Corrigan-Camden High School	Leggett High School
Centerville High School	Cushing High School	Onalaska High School
Chester High School	Grapeland High School	Woden High School
Coldspring/Oakhurst CISD	Huntington High School	
Colmesneil High School	Kennard High School	

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**Workforce & Continuing Education Division.....936-633-5206**

The Angelina College Workforce & Continuing Education Division is responsible for a number of programs and services for students and the community. Workforce & Continuing Education courses and programs do not offer academic credit hours, but students enrolling in some Workforce & Continuing Education courses and programs may be eligible for financial aid to help defray the cost of attendance. Non-credit courses are open to the public and there are usually no entrance requirements for adults who wish to take a course. Some State mandated prerequisites, including age and education level, are required for certain courses in health occupations and public safety areas. Any person with disabilities that needs auxiliary aids, services or assistance for on- or off-campus registration or classes should contact (936) 633-5206 at least five days prior to registration or class attendance so the College can make appropriate accommodations.

The Workforce & Continuing Education Division publishes a schedule of offerings fall, spring, and summer. The division office prepares instructional materials and offers certificates of completion to students. The office also reserves and prepares college facilities for use by outside persons, groups and organizations.

Angelina College awards continuing education units (C.E.U.'s) to individuals who have successfully completed educational activities for which the College does not award academic credit. The nationally accepted definition of *continuing education units* is, "ten contact hours of participation in an organized continuing education adult or extension experience under responsible sponsorship, capable direction, and qualified instruction." The C.E.U. is a means of recording and accounting for the various continuing education activities that one accumulated over a period of years, in transcript form.

The College selects instructors for non-credit courses based on competency and interest of College faculty and from leading business and professional men and women in the community.

The College determines cost for non-credit courses by length of course, instructional costs, and materials and supplies used. The College publishes course fees in each semester's schedule. The College may offer financial aid through the Office of Financial Aid. Many students also qualify for assistance through the Texas Workforce Commission. Organizations may request third party billing arrangements to enroll students.

Students wishing to withdraw from a non-credit course may do so at any time by notifying their instructor. However, those seeking a refund must notify the Workforce & Continuing Education Division Office either by calling, in person, or in writing. The College will issue refunds according to the refund schedule printed in the class schedule.

The following is a list and brief description of the programs and services currently offered by Workforce & Continuing Education.

### **Angelina College Adult Education & Literacy**

Angelina College has added an exciting new component to its mission of Workforce and Continuing Education on July 1, 1999. The Adult Education and Literacy program prepares individuals to enter the workforce by developing their basic reading, writing, and math skills. The program also provides access to workforce education and career development services by providing scholarships to AEL students interested in skills training considered in demand for the region. Classes are located in Angelina, Houston, Jasper, Nacogdoches, Newton, Polk, Sabine, San Augustine, San Jacinto, Trinity, and Tyler counties. Administrative oversight for the operation of adult education in these counties is provided by the office of the Vice President of Workforce & Continuing Education. The general services provided by the adult education sites include high school equivalency preparation, English as a Second Language, U.S. citizenship courses, literacy, basic skills improvement, transitioning to college and career, and integrated education training. The Angelina College Adult Education program is located on the second floor of the library on campus and in the off-campus centers located in Crockett, Jasper, Livingston, and Nacogdoches. The hours of operation vary by location. For more information, call (936) 633-4525 or (936) 305-5323.

**Customized Workforce Training:** Angelina College works with employers to provide customized training through the Skills Development Fund. Workforce & Continuing Education can customize training to provide a curriculum and training schedule to suit the needs of an employer. Classes are conducted at the employer's site or at Angelina College. Angelina College also offers a variety of noncredit courses and programs to train individuals to work in manufacturing, construction, and office environments. For information about grant-funded training for employers, call (936) 633-5412.

### **Small Business Development Center (SBDC)..... (936) 633-5400**

The Small Business Development Center was established at the college in October 1991 under a continuing grant from the Small Business Administration and operates as a sub-center of the University of Houston SBDC. The center provides free consultation and advising services to small businesses in the service area and serves as an economic development catalyst in helping businesses create jobs. These services provide information and advice for starting-up, resolving operational problems, developing

resources and funding, and training. The center also provides a special service with on-site SBA officers who directly assist small business owners with small business loan services in times of disasters.

On average the center helps package \$10 million in business loans annually and provides business start-ups. The center also has a continuing schedule of seminars which address business start-up, funding, marketing, bookkeeping, advertising, creating business plans, management and computer operations and software.

**Nonprofit Leadership Center:** The Angelina College Nonprofit Leadership Center provides educational programs and support services to nonprofit organizations. The center provides training for both emerging leaders and tenured leaders as well as other resources tailored to serve the particular needs of nonprofit organizations. The center also maintains a “board bank,” which is a listing of individuals who are qualified and willing to serve with nonprofit organizations in East Texas.

**Workforce & Continuing Education Program Areas:** The Workforce & Continuing Education division offers programs scheduled and categorized in the areas of career development, cultural development, personal development, adult learning center programs and business & industrial contract training. Course offerings may be delivered in face-to-face, distance learning, or hybrid formats.

**Angelina College Regional Police Academy** .....(936) 633-3238 or  
Email [policeacademy@angelina.edu](mailto:policeacademy@angelina.edu) for application

Angelina College was issued a license to operate a police academy in 12 East Texas counties in September 1993 by the Texas Commission on Law Enforcement (TCOLE). The academy offers basic and in-service training courses at sites throughout Deep East Texas with the assistance of an advisory board which assists in directing the academy. The first training by the academy began late Fall 1993.

For in-service calendar information go to [www.angelina.edu/com-serv/police-academy](http://www.angelina.edu/com-serv/police-academy) or email [policeacademy@angelina.edu](mailto:policeacademy@angelina.edu).

**Non-Credit Certificate Program in Basic Peace Officer Training (Pell Eligible Program) 720 Hours**

CJLE 1006	BASIC PEACE OFFICER I	144 HOURS
CJLE 1012	BASIC PEACE OFFICER II	144 HOURS
CJLE 1018	BASIC PEACE OFFICER III	144 HOURS
CJLE 1024	BASIC PEACE OFFICER IV	144 HOURS
CJLE 1029	BASIC PEACE OFFICER V	144 HOURS

**Fire Academy** .....(936) 633-5362

Angelina College established a fire academy in 1998-99 which is approved under the rules and regulations of the Texas Commission on Fire Protection and the Texas Higher Education Coordinating Board. Programs to be offered include basic volunteer firefighter certification, paid firefighter certification, and numerous firefighter continuing education topics for re-licensure.

**Non-Credit Certificate Program in Basic Fire Suppression (Pell eligible program) 620 Hours**

FIRS 1001	FIREFIGHTER CERTIFICATION I	88 HOURS
FIRS 1007	FIREFIGHTER CERTIFICATION II	88 HOURS
FIRS 1013	FIREFIGHTER CERTIFICATION III	88 HOURS

FIRS 1019	FIREFIGHTER CERTIFICATION IV	88 HOURS
FIRS 1023	FIREFIGHTER CERTIFICATION V	88 HOURS
FIRS 1029	FIREFIGHTER CERTIFICATION VI	88 HOURS
FIRS 1033	FIREFIGHTER CERTIFICATION VII	92 HOURS

In order to secure work as a paid firefighter after completion of the program, the student complete a basic EMT (Emergency Medical Services) course. This course may be taken before, during, or after the fire academy program.

### **Non-Credit Allied Health Occupations Programs .....(936) 633-5416**

Health Occupations provides training in many medical fields which offer a state or national certification to work for students. Two of these training programs are approved as non-credit certificate programs by the Texas Higher Education Coordinating Board and offer national certifications upon completion and are eligible for financial assistance. These two programs are Clinical Medical Laboratory Assistant and Medical Assistant. Other programs which offer a certification for work include (CNA) Certified Nurse Aide in Long-Term Care, (CMA) Certified Medication Aide, Phlebotomy, Medical Health Secretary, Patient Care Technician, Activity Director for Nursing Homes, and Certified Restorative Aide. Health Occupations also offers the continuing education update for retaining licensure in all these programs. Finally, the Health Occupations Department also offers a variety of CPR and life support courses for various professions and health occupations support courses such as Medical Terminology and Anatomy & Physiology.

The Health Occupations Department also works with numerous local high schools to bring certification to work courses to high school students throughout the college service area. Courses are offered on campus and in many off-campus locations in the college service area.

Angelina College was granted approval to offer two new non-credit certificate programs from the Texas Higher Education Coordinating Board in October 2008. The first program is **Clinical Medical Laboratory Assistant** and the second is **Medical Assistant**. Both programs offer national testing and certification for employment from the **American Medical Technologists (AMT)**.

The Clinical Medical Laboratory Assistant program prepares the student to operate the laboratory and to do all patient testing in a physician's office. The assistant also supervises patients and performs check-in in a physician's office. The program consists of the following courses offered in one semester:

### **Non-Credit Certificate Program in Clinical Medical Laboratory Assistant (320 Hours)**

MLAB 1001	Introduction to Clinical Laboratory Science
EMSP 1019	CPR Basic Life Support
PLAB 1023	Phlebotomy
PLAB 1060	Clinical I-Phlebotomy
MLAB 2038	Advanced Topics in Medical Laboratory Technician

The Medical Assistant program prepares the student to draw blood and give injections in a physician's office under the supervision of the doctor or physician's assistant (PA). The assistant also answers phones, handles insurance and billing for the office and provides instructions to patients on medical conditions. The program consists of the following courses offered in two consecutive semesters:

### **Non-Credit Certificate Program in Medical Assistant (720 Hours)**



First Semester:

EMSP 1019	CPR Basic Life Support
MDCA 1013	Medical Terminology
MDCA 1021	Administrative Procedures
MDCA 1043	Medical Insurance

Second Semester:

MDCA 1017	Procedures in a Clinical Setting
MDCA 1061	Clinical

**Noncredit Personal Interest Courses:** Workforce & Continuing Education offers a wide variety of noncredit courses to the community to provide social interaction and the development of skills for personal interests. Workforce & Continuing Education usually offers classes on weekdays during the day or in the evening.

**Ropes Challenge Course** .....(936) 633-5206

The purpose of the ropes course is to promote human development and enrich life through experiential play and challenge. The course is known to improve self-confidence, enhance communication skills, develop decision making skills, teach conflict resolution, teach leadership skills, promote trust and teamwork, develop responsibility, develop group awareness and cohesion, and improve physical fitness. Those interested in scheduling use of this course should call (936) 633-5206. A complete packet of information and registration materials will be available. The college employs certified instructors to instruct the course.

**STARLINK:** STARLINK provides online, on-demand professional development for professionals in higher education.

**Heavy Equipment Operator Program:** Angelina College offers a training program to prepare students to operate bulldozers, motor graders, and excavators. The program is typically delivered in ten to twelve weeks, and students who complete the training receive a certification through the National Center for Construction Education and Research (NCCER).

**Truck Driver Training:** Angelina College offers a six-week course to prepare individuals to pass the *Class A Commercial Driver License* examination. Students gain experience using industry-appropriate equipment.

**Youth Camps:** Angelina College offers camps for children and young adults during the summer that provide fun learning experiences on a variety of topics.

## GENERAL ACADEMIC INFORMATION

### Definitions

**Credit Hour:** A *Credit Hour* is a unit of measure representing an hour (50 minutes) of instruction each week of a 16-week period in a semester. The College applies credit hours toward the total amount of instruction for completing the requirements of a degree, certificate, or other formal award. The College considers two laboratory hours to be equivalent to one classroom hour.

**Academic Level:** A student is classified as a freshman or sophomore according to the number of semester hours of credit completed. A freshman classification includes those students who have earned fewer than 30 credit hours. Sophomore classification requires the completion of 30 or more credit hours.

**Academic Load:** Students who are enrolled for 12 or more credit hours will be considered full-time students. Students enrolled in less than 12 credit hours will be classified as part-time. The College strongly recommends students pursuing an associate's degree enroll in 15 credit hours each Fall Semester and Spring Semester of enrollment, or plan to take some classes in the Summer Semesters or Mini-Semester, to complete the degree in two years.

The normal load during fall and spring semesters is five academic courses each semester, or from 14 to 17 credit hours. Physical education activity courses and other one-hour courses may be added to the normal course load. However, no student will be permitted to enroll in six academic courses without the permission of the Vice President of Academic Affairs. The normal load during each six-week summer semester is six credit hours. The maximum load for each summer session is seven credit hours. Students simultaneously enrolled in Angelina College and another college or university may not exceed the maximum allowable credit hour load without written permission from the Vice President of Academic Affairs.

**Graduation versus Commencement Ceremony:** The term "graduation" refers to the administrative action of conferring a degree or certificate upon a student who has met or exceeded all academic program requirements. Students commonly refer to the annual commencement ceremony as "graduation;" however, participation in the commencement ceremony does not ensure the conferment of a degree or certificate.

### Numbering of Courses

All college courses are assigned a four-digit number, and this number gives the rank and semester hour value as follows:

1. The first digit gives the rank of the course. Courses beginning with a "0" are considered developmental, courses beginning with the number "1" are freshman level, and courses beginning with the number "2" are generally sophomore level;
2. The second digit signifies the semester hour value of the course; and
3. The third and fourth digits distinguish the course from other courses in the same department or field of study.

On the printed course schedule of class sections, a three-digit section number, which distinguishes the time the course section is offered, follows all course numbers.

## **Texas Success Initiative**

The purpose of the Texas Success Initiative (TSI) program is to guide Angelina College in determining whether entering, non-exempt, students are ready for entry-level college coursework in the areas of reading, writing, and mathematics through the administration of the Texas Success Initiative Assessment (TSIA). Students who do not meet one or more of the established benchmarks of the TSIA are required to participate in developmental education support prior to, or together with, enrollment in college-level coursework. Developmental supports such as co-requisite and non-course competency-based options help students succeed in meeting their academic and career goals. The Angelina College Testing Center, located on the second floor of the Student Center, can provide additional information about TSI and TSIA.

**Exemptions:** Pursuant to Texas Higher Education Coordinating Board rules, the following students are exempt from the TSI requirements, whereby exempt students shall not be required to provide any additional demonstration of college readiness and shall be allowed to enroll in any entry-level freshman course:

1. For a period of five (5) years from the date of testing, a student who is tested and performs at or above the following standards:
  - ACT: composite score of 23 with a minimum of 19 on the English test shall be exempt for both the reading and writing sections of the TSI Assessment, and/or 19 on the mathematics test shall be exempt for the mathematics section of the TSI Assessment;
  - SAT: Mixing or combining scores from the SAT administered prior to March 5, 2016 and the SAT administered on or after March 5, 2016 is not allowable:
    - SAT administered prior to March 5, 2016: a combined critical reading (formerly "verbal") and mathematics score of 1070 with a minimum of 500 on the critical reading test shall be exempt for both reading and writing sections of the TSI Assessment; a combined critical reading (formerly "verbal") and mathematics score of 1070 with a minimum of 500 on the mathematics test shall be exempt for the mathematics section of the TSI Assessment.
    - SAT administered on or after March 5, 2016: a minimum score of 480 on the Evidenced-Based Reading and Writing (EBRW) test shall be exempt for both reading and writing sections of the TSI Assessment; a minimum score of 530 on the mathematics test shall be exempt for the mathematics section of the TSI Assessment. There is no combined score.
2. For a period of three (3) years from the date of testing, a student who is tested and performs on the Texas Assessment of Academic Skills (TAAS) with a minimum scale score of 1770 on the writing test, a Texas Learning Index (TLI) of 86 on the mathematics test and 89 on the reading test.
3. For a period of five (5) years from the date of testing, a student who is tested and performs at or above the following standards:
  - on the Eleventh grade exit-level Texas Assessment of Knowledge and Skills (TAKS) with a minimum scale score of 2200 on the math section and/or a minimum scale score of 2200 on the English Language Arts section with a writing subsection score of at least 3, shall be exempt from the TSI Assessment required under this title for those corresponding sections; or

- STAAR end-of-course (EOC) with a minimum Level 2 score of 4000 on the English III shall be exempt from the TSI Assessment required under this title for both reading and writing, and a minimum Level 2 score of 4000 on the Algebra II EOC shall be exempt from the TSI Assessment required under this title for the mathematics section
4. A student who has graduated with an associate or baccalaureate degree from an institution of higher education.
  5. A student who transfers to an institution from a public, private, or independent institution of higher education or an accredited out-of-state institution of higher education and who has satisfactorily completed college-level coursework as determined by the receiving institution.
  6. A student who has previously attended any institution and has been determined to have met readiness standards by that institution. For students meeting non-Algebra intensive readiness standards in mathematics, institutions may choose to require additional preparatory coursework/interventions for Algebra intensive courses, including MATH 1314/1324/1414 (or their local equivalent). It is the institution's responsibility to ensure that students are clearly informed of the consequences of successful completion of a mathematics pathways model which results in meeting the mathematics college readiness standard only for specific entry-level freshman mathematics courses.
  7. A student who is enrolled in a certificate program of one year or less (Level-One certificates, 42 or fewer semester credit hours or the equivalent) at a public junior college, a public technical institute, or a public state college.
  8. A student who is serving on active duty as a member of the armed forces of the United States, the Texas National Guard, or as a member of a reserve component of the armed forces of the United States and has been serving for at least three years preceding enrollment.
  9. A student who on or after August 1, 1990, was honorably discharged, retired, or released from active duty as a member of the armed forces of the United States or the Texas National Guard or service as a member of a reserve component of the armed forces of the United States.
  10. A student who successfully completes a college preparatory course under Texas Education Code § 28.014 is exempt for a period of twenty-four (24) months from the date of high school graduation with respect to the content area of the course. The student must enroll in the student's first college-level course in the exempted content area in the student's first year of enrollment in an institution of higher education. This exemption applies only at the institution of higher education that partners with the school district in which the student is enrolled to provide the course. Additionally, an institution of higher education may enter into a Memorandum of Understanding with a partnering institution of higher education to accept the exemption for the college preparatory course.
  11. An institution may exempt a non-degree-seeking or non-certificate-seeking student.

**ESOL Waiver:** An institution may grant a temporary waiver from the required TSI assessment for students with demonstrated limited English proficiency in order to provide appropriate ESOL/ESL coursework and interventions. The waiver must be removed after the student attempts 15 credit hours of developmental ESOL coursework at a public junior college, or prior to enrolling in entry-level freshman coursework, whichever comes first, at which time the student would be administered the TSI Assessment.

**Readiness Assessment and Course Assignment:** Angelina College accepts scores on the TSI Assessment for course assessment purposes. Students shall participate in a developmental program for those subjects where readiness has not been demonstrated through TSI assessments. Students may demonstrate readiness by either passing the highest level of indicated developmental course as prescribed by the developmental education faculty or by scoring at or above statutory thresholds on the approved

assessment. Students are individually advised into the appropriate developmental course according to their assessment scores.

## **Alternative Credit Options**

A student who has attained college-level proficiency in high school, by independent study, or through other means can earn credit for college courses, provided he or she meets the minimum AC requirements. Angelina College offers the following alternative credit options: (a) departmental examinations, (b) The College Board Advanced Placement, (c) the International Baccalaureate Diploma, (d) Course Bypass – Spanish, and (e) College Level Examination Programs (CLEP).

### **Alternative Credit Regulations:**

1. Alternative Credit is open to currently enrolled students at Angelina College.
2. Students may earn a maximum of 24 credit hours through Alternative Credit.
3. Students must meet minimum score requirements of a “B” or better to receive credit on departmental exams, “3” and above on AP exams, “4” and above on IBD, and “50” or above on CLEP Subject Exams.
4. Credits are posted on the official transcript upon the completion of one semester; students must complete a Petition to Record Credit by Exam (PRCE), which may be obtained from the Testing Center.
5. Students may attempt Angelina College departmental exams only once in any given course. Students may repeat the College Board Advanced Placement on any scheduled test date, and students may retake the CLEP every six months.
6. The College will not award Alternative Credit for a course in which a student has been enrolled after the twelfth AC class day, has audited, or has completed.

### **Alternative Credit Procedures and Fees:**

1. The student must submit Alternative Credit score reports to the Testing Center for interpretation and processing (i.e., AP, CLEP, IBD, etc.).
2. The Testing Center will submit to the appropriate Academic Affairs administrator the necessary forms required to post credit on the official transcript.
3. Departmental examination fees are \$20.00, are payable to Angelina College, and must be submitted to the Testing Center along with the registration admissions form two weeks prior to the exam date.
4. Upon receiving grades or score reports, the Testing Center will forward to the student a written notification of the credit earned or denied. A student who attains the minimum score required for granting credit must inform the Testing Center in writing of his/her intention to accept or decline the credit he/she has earned by completing a Petition to Record Credit by Exam (PRCE).

**Departmental Examinations:** Within the School of Business and Technology, students may earn credit for certain courses by interviewing with a designated faculty member in the School of Business and Technology and demonstrating required knowledge and or skills through performance on a challenge examination developed by AC instructors. Interested students should contact the Testing Center.

**The College Board Advanced Placement (AP):** The College Board Advanced Placement (AP) Examinations are not offered on the Angelina College campus; however, the college accepts some

AP Examinations for granting credit at Angelina College. Table F presents the AC course numbers, the corresponding number of AC credit hours, and the minimum AP test score for each AP test subject. Student grade reports containing scores of “3” or above must be submitted to the Angelina College Testing Center along with a completed petition to record credit by exam (PRCE). The AP Examinations are offered once a year in May, usually in high schools that offer college-level courses based on AP course descriptions. Each high school that gives the examinations sets its own registration deadline (no later than March) and collects fees. Reports of AP Examination results are mailed by the College Board in mid-July to institutions listed as recipients by students. The College Board code for Angelina College is **6025**. The AP Examinations test students over subject matter outlined in the AP course descriptions prepared by the College Board. The descriptions, which include sample questions, are available from some high school counselors and from the Advanced Placement Program website at <http://apcentral.collegeboard.com/home>. If no high school in the vicinity is administering AP Examinations, students interested in taking AP Examinations should contact AP Services for information, by February 1 each year.

**Table F**

**Advanced Placement (AP) Test Subject, Minimum Score, AC Course Number, and Credit Hours**

<b>AP Test Subject</b>	<b>AC Course Number</b>	<b>Minimum Score</b>	<b>Credit Hours</b>
<b>Business and Technology</b>			
Macroeconomics	ECON 2301	3	3
Microeconomics	ECON 2302	3	3
<b>Arts and Education</b>			
Art History	ARTS 1303&1304	3	6
Studio Art – 2-D Design	ARTS 1311	3	3
Studio Art - 3-D Design	ARTS 2343	3	3
Studio Art – Drawing	ARTS 1316	3	3
Music Theory	MUSI 1311&1312	3	6
Engl. Lang./Comp	ENGL 1301	3	3
Engl. Lit./Comp	ENGL 1302	3	3
Human Geography	GEOG 1301	3	3
U.S. Government & Politics	GOVT 2305	3	3
United States History	HIST 1301 & 1302	3	6
European History	HIST 2311 & 2312	3	6
Psychology	PSYC 2301	3	3
Spanish Language & Culture	SPAN 1411 & 1412	3	8
Spanish Language & Culture	SPAN 1411, 1412 & 2311	4 & Above	11
<b>Math and Science</b>			
Biology	BIOL 1408 & 1409	3	8
Environmental Science	BIOL 2306/2106	3	4
Chemistry	CHEM 1411 & 1412	3	8
Computer Sci-A	COSC 1336	3	3
Computer Science Principles	COSC 1315	3	3
Statistics	MATH 1342	3	3
Calculus AB	MATH 2413	3	4
Calculus BC	MATH 2413&2414	3	8
Physics C-Mechanics	PHYS 1401	3	4
Physics C-Elec. & Magn	PHYS 1402	3	4
Physics 1: Algebra Based	PHYS 1305 & 1105	3	4

**The International Baccalaureate Program:** Entering freshmen students who graduate with the International Baccalaureate Diploma (IBD) can receive college credit of at least 24 hours based on the completion of IB standard or higher-level courses with a score of 4 or higher. If a score of less than 4 on an IBD exam is documented, fewer than 24 SCH will be granted. Students may obtain an equivalency chart identifying the number of semester credit hours in the Office of Access and Inclusion. The Student must submit an official transcript of grades to the Office of Admissions for evaluation. The College will post IBD credit hours on the official transcript as credit (CR) upon completion of one semester of enrollment and submission of the petition to record credit by examination application, which may be obtained from the Testing Center. Table G presents an equivalency chart for the IB program.

**Table G****International Baccalaureate Program Equivalency Chart**

COURSE(S)	SL SCORE	HL SCORE	AC COURSE	CREDIT HOUR(S)
Art (visual)	5	4	ARTS 1301	3
Biology	4		BIOL 1408	4
Business Management	5	4	BUSI 1301	3
Chemistry		6	CHEM 1411 & 1412	8
Chemistry	6		CHEM 1305 & 1105, 1307 & 1107	8
Computer Science	5	4	COSC 1315	3
Economics	5	4	ECON 2301 & 2302	6
English A1	5	4	ENGL 1301 & 1302	6
		5+	ENGL 1301, 1302 & select 2 from: ENGL 2307, 2326, or 2341	12
Geography	5	4	GEOG 1303	
History	5	4	HIST 100 LEVEL	3
		5+	HIST 1301 & 1302	6
Mathematics	3		MATH 1332	3
		4	MATH 2413	4
	3		MATH 1324	3
	3		MATH 2412	3
Music	5	4	MUSI 1306	3
Physics	5	4	PHYS 1305 & 1105	4
Psychology	5	4	PSYC 2301	3
Theatre Arts	5	4	DRAM 1310	3

**Course Bypass:** Students may earn bypass credit for certain Spanish courses. Students who have completed coursework in Spanish with a grade of “B” or better at an accredited high school may earn up to eight credit hours in accordance with the following eligibility requirements. Course bypass fees are nonrefundable.

**Credit Bypass Requirements:**

1. Students who have completed one year of high school Spanish with a grade of “B” or better may enroll in Spanish 1412 and bypass Spanish 1411. The College will grant four credit hours for Spanish 1411 if the student earns a grade of “C” or better in Spanish 1412.
2. Students who have completed two years of high school Spanish with an average grade of “B” or better, may enroll in Spanish 2311 and bypass Spanish 1411 and 1412. The College will grant

eight hours of credit for Spanish 1411 and 1412 if the student earns a grade of “C” or better in Spanish 2311.

3. In both the above cases, the student must apply for the bypass credit through the Testing Center by completing a Credit Bypass application and paying the required fee of \$20 per course to the Business Office.

**College-Level Examination Program® (CLEP):** The CLEP Subject Examinations measure achievement in specific subject areas acquired through independent study, correspondence work, and career experiences. These exams require college-level knowledge and critical thinking ability. Angelina College is not an official test center for the CLEP but some subject exams with scores of 50+ are equivalent to Angelina College courses. Contact the Angelina College Testing Center. For course equivalency information, refer to the chart below. Students may obtain a list of CLEP testing centers from The College Board at: <http://www.collegeboard.org/search/test-centers>. Table H presents a list of CLEP subject exams and minimum scores aligned with AC courses and credit hours.

**Table H**

**CLEP Subject Exams and Minimum Scores with AC Courses and Credit Hours**

<b>CLEP Subject Exam</b>	<b>AC Course(s)</b>	<b>Min. Score</b>	<b>Credit Hours</b>
<b>BUSINESS AND TECHNOLOGY</b>			
Principles of Financial Accounting	ACCT 2301	50	3
Introductory Business Law	BUSI 2301	50	3
Principles of Macroeconomics	ECON 2301	50	3
Principles of Microeconomics	ECON 2302	50	3
Principles of Management	BMGT 1327	50	3
Principles of Marketing	MRKG 1311	50	3
<b>ARTS AND EDUCATION</b>			
College Composition	ENGL 1301	50	3
College Composition Modular	ENGL 1302	50	3
American Literature	ENGL 2326	50	3
Analyzing & Interpreting Literature	ENGL 2327 or ENGL 2328	50	3
American Government	GOVT 2305	50	3
U.S. History I: Pre-Columbian to 1865	HIST 1301	50	3
U.S. History II: 1865 to Present	HIST 1302	50	3
Western Civilization I: Ancient Near East to 1648	HIST 2311	50	3
Western Civilization II: 1648 to the Present	HIST 2312	50	3
Psychology, Introductory	PSYC 2301	50	3
Human Growth and Development	PSYC 2314	50	3
Sociology, Introductory	SOCI 1301	50	3
Spanish Language	SPAN 1411 & 1412	50-60	8
Spanish Language	SPAN 1411, 1412, 2311 & 2312	61<	14



## SCIENCE AND MATHEMATICS

Biology	BIOL 1408 & 1409	50	8
Chemistry	CHEM 1411 & 1412	50	8
College Algebra	MATH 1314	50	3
College Mathematics	MATH 1350	50	3
Pre-Calculus	MATH 2412	50	4
Calculus	MATH 2413	50	4

**Credit for Military Courses:** Angelina College will evaluate courses completed through the Defense Activity for Nontraditional Education Support (DANTES) system based on the credit recommendation in the American Council on Education *Guide to Evaluation of Educational Experiences in the Armed Services*. Angelina College may grant eligible veterans physical activity credit based on basic training. Credit hours granted in this manner and credit hours granted for College Level Examination Program (CLEP) together may not total more than 24. Students enrolled at AC wishing to have their educational experience through the DANTES transcript evaluated for possible credit should follow the following procedure.

Credit for Military Courses Procedure:

1. The student should submit records showing completion of educational experiences in DANTES courses, which include the following: educational transcripts, discharge papers, and test scores. The student is responsible for furnishing satisfactory evidence to the evaluator.
2. The Office of Admissions references the submitted documents for credit recommendation from the *Guide to Evaluation of Educational Experiences in the Armed Services*.
3. If a recommendation cannot be located in the Guide, the student may request a recommendation from the American Council of Education in Washington, D.C.
4. The evaluator completes the credit application and forwards it to the appropriate AC academic administrator.
5. The designated college employees will grant or deny credit for a specific corresponding AC course.
6. Credit will appear on the student's transcripts. The student who requests an evaluation of military courses must complete at least one semester credit hour in residence at AC before appropriate credit is posted to his/her academic record.

## Course Schedule Changes

Students may only make schedule changes during the established add/drop period. After the first day of class, students must contact the Office of Academic Success to request changes to the courses in which they are enrolled.

## Dropping a Course

To officially drop a course or courses, a student must complete the necessary form in the Office of Academic Success. Ceasing to attend class meetings does not constitute formal withdrawal from the course and failure to withdraw properly may result in a failing grade. A student who drops a course on or before the twelfth class day during the fall or spring semester or on or before the fourth class day during a summer semester will not receive a grade, and the course will not appear on the permanent record. A

student dropping or withdrawing after the above dates will receive a W grade. Refer to the college calendar in catalog or on the college's website for the last day to drop a course.

**Withdrawal from College:** A student who withdraws from the college must see his/her assigned Student Success Coach to complete an exit interview. All necessary forms can be obtained in the Office of Student Success. Students are not considered to be withdrawn officially until these forms are completed and all financial obligations to the college have been met. Written request is required to withdraw from classes. This may be made in person at the Office of Academic Success or by fax or mail. Refer to the college calendar for the last day in the semester to drop a course. For flex courses and other courses with unusual lengths, contact the Office of Academic Success for the last day to withdraw.

**STOP – Don't Drop:** Pursuant to Texas Education Code § 51.907, Angelina College may not permit a student to drop more than six courses, including any course a transfer student has dropped at another institution of higher education. This statute applies to students who enroll in a public institution of higher education as first time freshmen in fall 2007 or later. Any course that a student drops is counted toward the six course limit if, "(1) the student was able to drop the course without receiving a grade or incurring an academic penalty; (2) the student's transcript indicates or will indicate that the student was enrolled in the course; and (3) the student is not dropping the course in order to withdraw from the institution" (Texas Education Code § 51.907(b)). Some exemptions for good cause could allow a student to drop a course without having it counted toward this limit, but it is the responsibility of the student to establish that good cause with the appropriate College officer. Contact the Office Student Success in the Student Center for more information before you drop a course.

## **Auditing a Course**

Any student, 18 years of age or older, may audit a course by notifying, in writing, the Office of Admissions prior to the official census date. The official census date is the twelfth class day in the fall and spring semesters, and the fourth class day in the summer semesters. The auditing student may then attend class sessions, but is generally not required to take examinations and is not entitled to earn credit for the audited course. The tuition and fees charged for auditing a course are the same as those charged for credit enrollment. Once a student chooses to audit a course, he/she cannot later be changed to receive credit.

## **System for Grading**

At the conclusion of each semester, instructors prepare final grades and submit the grades to the Office of the Registrar. The Office of the Registrar records the grades on each student's permanent record. Once the College records the grades on students' permanent records, the grades are available to students through each student's AC Portal. The instructor may assign any of grades included in Table I.

**Table I****Grades Available for Assignment by Instructors**

<b>Letter Grade</b>	<b>Grade Points per Semester Hour</b>	<b>Corresponding Performance or Description</b>
A	4.0	Excellent Performance
B	3.0	Good Performance
C	2.0	Average Performance
D	1.0	Minimum Passing Performance
F	0.0	Failing Performance
I	0.0	Incomplete
IP	0.0	In Progress (developmental education only)
P/F		Pass or Fail (not calculated as hours attempted)
W		Withdrew after census date and before the last day to withdraw
AU		Audit

In the calculation of the grade earned by a student in a class, the instructors and/or the schools establish the numerical ranges of points in the class necessary to earn each letter grade. During the fall and spring semesters, instructors make mid-term estimated grades available to students. Instructors do not prepare mid-term estimates during the summer semesters.

**“Incomplete” Grade**

For college-level courses, the “I” grade indicates that extenuating circumstances beyond the control of the student have prevented the student from completing the required course assignments during the term, and that the student has completed at least 75 percent of the required course assignments with a passing grade as defined in the course syllabus.

When the college authorizes an “I” grade, the student must complete the incomplete work for the course by the end of the next long term, or within a timeframe specified by the instructor and approved by the Associate Dean of Instruction. Failure to complete the work during the prescribed time may result in a failing grade for the course. The college will calculate the “I” grade as hours attempted in computing the student’s grade point average.

For developmental courses (first digit of the course number is “0”), a grade of “IP” will remain as a permanent grade unless the applicable course is subsequently repeated.

When a course is repeated, the most recent grade achieved is the effective grade for calculating grade point average; however, all previous grades earned by the student will continue to appear on the student’s transcript.

The College will designate all developmental courses posted to a student’s permanent record by brackets in the credit earned and grade point columns. Although the College will record a grade on the transcript for each developmental course taken, the College will not include the grade in the cumulative grade point average calculation. Students may not use developmental courses to satisfy degree requirements.

## Grade Points

Grade points are granted for all courses, with the exception of developmental courses, on the basis of the value in semester credit hours for the course and the grade earned as follows (See Table I):

A	4 grade points per semester hour
B	3 grade points per semester hour
C	2 grade points per semester hour
D	1 grade points per semester hour
F	0 grade points
I/IP	0 grade points

## How to Calculate Your Grade Point Average (GPA)

**Step One:** Add the total number of credit hours you have attempted, for example if you took the following courses, the total credit hours would be nine:

<u>Attempted Courses</u>	<u>Credit Hours</u>
ENGL 1301	3 credit hours
HIST 1301	3 credit hours
SOCI 1301	3 credit hours
<hr/> Total	<hr/> $3+3+3 = \mathbf{9 \text{ credit hours}}$

**Step Two:** To calculate how many grade points you earned, multiply the number of hours (“9 credit hours” in the example) by the grade value using the values provided in Table I.

<u>Attempted Courses</u>	<u>Credit Hours</u>	<u>Grade Earned</u>	<u>Grade Value</u>	<u>Grade Points</u>
ENGL 1301	3 credit hours	A	4	$4 \times 3 = \mathbf{12}$
HIST 1301	3 credit hours	B	3	$3 \times 3 = \mathbf{9}$
SOCI 1301	3 credit hours	F	0	$3 \times 0 = \mathbf{0}$
<hr/> Total	<hr/> $3+3+3 = \mathbf{9 \text{ credit hours}}$			<hr/> $12+9+0 = \mathbf{21}$

**Step 3:** Divide the total of the grade points by the total credit hours attempted to get your grade point average. In the example,  $21 \div 9 = \mathbf{2.33}$ ; therefore, **2.33** is the grade point average earned in the example.

## Grade Appeal Process

When a student believes a grade does not reflect his/her level of accomplishment in a course, the student should begin the following process within four months of when the Office the Registrar posted the grade.

### **Grade Appeal Process**

- Step 1. Submit a written request for review to the instructor, and if the resolution is not accepted;
- Step 2. Submit a written request to the appropriate Academic Administrator of the School, and if the resolution is not accepted;
- Step 3. Submit a written request to the Vice President of Academic Affairs, and the decision of the Vice President, or his/her designee, is final.

Except for the review by the instructor (step one), the administrators considering a grade appeal in step two through step four will limit their inquiries to determining (a) if the instructor assigned the grade in an arbitrary and capricious manner, and/or (b) if the instructor made a mathematical error in calculating the grade based on graded assignments submitted by the student to the reviewer and the course syllabus. Please note it is the responsibility of the student to provide all graded assignments for review of the grade calculation.

## **Academic Honors and Recognition**

### **President's List**

To qualify for the President's List the student must have been enrolled in at least 12 semester hours of college-level work and have attained a grade point average of 4.0. The names of students who make the President's List are posted at the end of each fall and spring semester.

### **Dean's List**

To qualify for the Dean's List the student must have been enrolled in at least 12 semester hours of college-level work and have attained a grade point average of 3.5 with no grade lower than a "C". The names of students who make the Dean's Honor List are posted at the end of each fall and spring semester.

## **Common Course Numbering System**

Angelina College is a participant in the Texas Common Course Numbering System. The purpose of the system is to assist students who are transferring between participating institutions. The system utilizes four-letter prefixes and four-digit numbers to identify courses specified in the system (see the Numbering of Courses section of this catalog). The freshman and sophomore courses that are common between two or more member colleges or universities are identified in the first digit of "1" or "2".

## **Articulation between Angelina College and Certain University Programs**

Angelina College negotiates articulation agreements with four-year higher education institutions to facilitate the transfer of AC credits to the four-year institution toward a bachelor's degree. Interested students should consult with the Office of Student Success and Inclusion to learn about specific articulation agreements.

## **Army Reserve Officers' Training Corps (AROTC)**

The Army Reserve Officers' Training Corps (AROTC) offers many unique opportunities for both male and female students. ROTC normally is a four-year program; the basic course being conducted during the first two years of college, and the advanced course being conducted during the last two years. In order to qualify for the advanced course, credit must be received for the basic course. Through a cooperative agreement between Angelina College and Stephen F. Austin State University, AC students may earn ROTC credits applicable to the four-year program.

Credit for the first two years does not obligate the student for further military service, but it does prepare him or her for entry into the advanced phase of AROTC with eventual commissioning as a 2<sup>nd</sup> Lieutenant in the active Army, Army Reserve, or National Guard. In addition, entrance into the basic AROTC program gives students the opportunity to be eligible for AROTC scholarships and unique training opportunities such as Airborne School, Air Assault School, and the Army Mountaineering Course.

Students may register at Angelina College for two semester credit hours of Military Science (MSC) each semester (see course descriptions). The class instruction and the lab will be conducted at Stephen F. Austin State University.

### **Resolution of Disputes Concerning Transfer of Lower-Division Courses**

The transfer curricula shall be as prescribed by the Texas Administrative Code § 4.27.

1. The following procedures shall be followed by public institutions of higher education in the resolution of credit transfer curricula and transfer of credit:
  - If an institution of higher education does not accept course credit earned by a student at another institution of higher education, the receiving institution shall give written notice to the student and to the sending institution that the transfer of the course credit is denied;
  - The two institutions and the student shall attempt to resolve the transfer of the course credit in accordance with Texas Higher Education Coordinating Board rules and/or guidelines;
  - If the transfer dispute is not resolved to the satisfaction of the student or of the sending institution within 45 days after the date the student received written notice of the denial, the institution whose credit is denied for transfer shall notify the Commissioner of Higher Education of its denial.
2. The Commissioner of Higher Education or the Commissioner's designee shall make the final determination about a dispute concerning the transfer of course credit and give written notice of the determination to the involved student and institution.

### **Tuition Rebate for Certain Undergraduates**

Texas Education Code § 54.0065 requires Angelina College to inform students of a specific tuition rebate program available in Texas. The Texas law authorizes a tuition rebate of up to \$1,000 for certain baccalaureate degree recipients. To be eligible for a rebate under this program, students must meet all of the following requirements:

1. They must have enrolled for the first time in an institution of higher education in the Fall of 1997 semester or later;
2. They must be requesting a rebate for work related to a first baccalaureate degree received from a Texas public university;
3. They must have been a resident of Texas, must have attempted all course work at a Texas public institution of higher education, and have been entitled to pay resident tuition at all times while pursuing the degree; and
4. They must have attempted no more than three hours in excess of the minimum number of semester credit hours required to complete the degree from the catalog under which they were graduated. Hours attempted include transfer credit, course credit earned exclusively by examination, courses that are dropped after the official census date, developmental courses taken

for credit, optional internship and cooperative education courses, and repeated courses. Courses dropped for reasons that are determined by the institution to be totally beyond the control of the student shall not be counted.

### **Transfer Limitations**

Students transferring to Texas public universities may find that all lower-division courses may not be accepted in a bachelor's degree. The number of freshman and sophomore semester credit hours accepted may range from 60 credit hours to 66 credit hours. However, some universities may accept more credit hours in special cases. Angelina College wants students to reach their educational goals, and the Office of Student Success and Inclusion can assist students in making appropriate decisions about courses to take at AC. Students may contact the Student Success Coaches in the Office of Student Success & Inclusion, which is located on the second floor of the Student Center or at (936) 633-5212, for assistance.

### **Academic Fresh Start**

Texas residents may apply for admission under the *Academic Fresh Start Program*. Texas Education Code 51.931 entitles residents of Texas to seek admission to public institutions of higher education without consideration of courses taken ten or more years prior to enrollment. This legislation has been called the "right to an academic fresh start," and it gives students the option of having coursework taken 10 or more years prior to the starting date of the semester in which the applicant seeks to enroll ignored for admission purposes. Students with three or more semester credit hours or the equivalent from an accredited institution awarded prior to fall semester 1989 and enrolled before 2003 are exempt from taking the *Texas Success Initiative* (TSI) assessment regardless of any election of Academic Fresh Start. Students needing additional information should contact the Office of the Registrar.

## **ACADEMIC REQUIREMENTS**

### **Attendance Requirement**

Regular and punctual attendance is expected of all students. Each instructor will maintain a complete record of attendance for the entire length of each course, including online and hybrid courses.

Students will be counted absent for missed classes beginning with the first day of class. Students are responsible for work missed because of illness or school business. In the case of online and hybrid courses attendance will be described in the course syllabus.

A student may be dropped from a course for excessive absences. Excessive absences are defined as more than 15% of the semester. An absence from a course held once a week will be the equivalence of two consecutive absences for that class.

The instructor will then notify the Office of the Registrar to process the drop for excessive absences. A student dropped because of excessive absences will be notified via email by the Office of the Registrar. To be considered for reinstatement in to the course, a student must have written approval from the instructor.

## **Copyright Compliance Requirement**

It is the policy of Angelina College to comply with all Federal copyright law. The College expects all Angelina College faculty, staff, and students to act as responsible users of the copyrighted works of others, which includes making informed decisions based on the fair use exemptions to the copyright laws. Students should keep in mind that, excepting fair use exemptions and release statements accompanying works, in general all works electronic or otherwise are copyrighted personal work. Student cannot submit papers produced for one class as work completed in any other class without proper citation and the express permission of the instructor(s). Students must properly site all images, video, and text copied from the Internet or any other source, in part or in their entirety, in compliance with assignments. Improper use of copyrighted materials constitutes plagiarism and is subject to the precepts of Academic Dishonesty under the Student Rights and Responsibilities policy found elsewhere in this catalog.

## **Grade Point Average Requirement**

All students are required to maintain a minimum cumulative grade point average according to the schedule presented in Table J.

**Table J**

### **Minimum Acceptable Grade Point Average per Credit Hours Attempted**

<b>Credit Hours Attempted</b>	<b>Minimum Acceptable GPA</b>
1 to 20 hours	1.50 GPA
21 to 30 hours	1.75 GPA
31 hours and above	2.00 GPA

Reminder: A cumulative minimum GPA of 2.00 is required for graduation.

**Academic Referral:** Any student who earns less than a 2.00 GPA in any term will be required to seek academic counseling before registering for the following term. The purpose of this referral is to assist those students who experience academic problems in their respective program areas.

**Academic Probation:** Failure to maintain a cumulative grade point average according to the schedule presented in Table J will result in the College placing the student on academic probation for the following semester. The college will evaluate each transfer student's previous coursework according to the schedule presented in Table J. A transfer student whose cumulative grade point average does not meet the minimum requirements of the schedule presented in Table J will be admitted on academic probation, unless he/she was officially suspended from a previous college. If the College suspends a prospective student from previous college, Angelina College will require that student to wait one Fall Semester or Spring Semester before enrolling at AC.

**Removal of Academic Probation:** A student whom the College places on academic probation must earn sufficient grade points in the following semester to raise his/her cumulative GPA to the minimum required for the number of hours attempted. A student who earns at least a 2.00 GPA for the probationary term, but has not brought the cumulative GPA up to the level required for the number of hours earned, will have his/her probation continued.



Students who are placed on probation will be notified and required to seek academic counseling before registering for the probationary term. The purpose of such counseling is to ensure that the student registers for an appropriate course load and type of course work in order to assist the student in removing the condition of probation.

**Academic Suspension:** If a student on Academic Probation fails to (a) earn a least a 2.00 GPA in the first semester of probation or (b) fails to meet SAP requirements by the end of the second semester of probation, the student will be placed on Academic Suspension for one Fall Semester or Spring Semester. A student placed on academic suspension at the end of a semester will not be allowed to register for classes until his/her suspension period has elapsed. Students placed on suspension at the end of the fall semester cannot enroll again until the following summer semester; students placed on suspension at the end of the spring semester cannot enroll again until the following spring semester; students placed on suspension at the end of a summer semester cannot enroll again until the following spring semester.

The College does have a provision for consideration of students on suspension to enroll before their suspension period has elapsed. This provision applies to students suspended from Angelina College. Students should see the Office of Admissions for information about this provision. Falsification of any admission documents concerning suspension will result in dismissal and forfeiture of fees.

**Appeal of Academic Suspension:** An Angelina College student who wishes the College to consider him/her for re-enrollment before his/her suspension period has elapsed must file a letter of petition with the Office of Admissions. Upon receipt of this letter, the Office of Admissions will give the student an appointment to appear before the appeals committee to state his/her case. This committee meets *once* each semester to hear appeals if extenuating conditions exist. The letter of petition must explain any special or unusual circumstances, which caused the student to be suspended other than simply failing to maintain grades.

After review of the appeal and of the student's records, and after taking additional testimony as required, the appeals committee will reach a decision on re-enrollment. The appeals committee may recommend or require a student to undergo testing or counseling, or may require enrollment in any number and type of appropriate courses. The committee may also deny re-enrollment, in which case the student will be required to serve out the suspension period prior to re-enrollment. The term the student is allowed to re-enroll is treated as a probationary semester with the same rules stated under Academic Status for cumulative GPA and Academic Probation. The student must use this probationary term to attempt to remove the condition of suspension. *No student will be considered more than once during his/her college career for re-enrollment while in a suspension period.*

## **Graduation Requirements**

A student may meet the degree requirements as outlined in the catalog current at the time of first admission or as outlined in any subsequent catalog published before the date of graduation, provided the student meets the degree requirements not later than three years from the date of the catalog selected.

The college will confer an associate degree upon a student if he/she files an application for degree/certificate online in the AC Student Portal or in Roadrunner Central by the deadline printed in the college calendar. Eligibility to receive an Associate Degree requires that the student must:

1. Have earned a minimum of sixty credit hours, including no more than two credit hours of physical activity;

2. Have a cumulative grade point average of 2.00 or above in all attempted coursework;
3. Have earned a minimum of 25% of credit hours at Angelina College; and
4. Have completed a program of study with freshman and sophomore courses as listed in the catalog or have completed a modified catalog program as approved by the appropriate Academic Affairs administrator.

**Certificate of Completion Requirements:** In order to fulfill the requirements for a Certificate of Completion, a student must file an application for degree/certificate in the Office of Enrollment Services by the deadline printed in the college calendar. Eligibility to receive a Certificate of Completion requires that the student:

1. Have earned at least 15 hours credit including no more than two credit hours of physical activity (note: eligible veterans may be granted physical activity credit based on active military service in the armed forces);
2. Complete courses outlined in program study (curriculum guide) for the certificate;
3. Have a cumulative 2.00 grade point average in all attempted coursework; and
4. Have earned a minimum of 25% of credit hours at Angelina College.

## **Reverse Transfer**

Pursuant to Texas Education Code § 61.833 (d), Angelina College (AC) may use student data from the National Student Clearinghouse to determine if a former AC student, who earned at least 30 credits at AC, has earned the credits required to receive an associate degree from a Texas four-year institution. If AC determines a student has earned the required credit, AC may award the student the appropriate Associate Degree. If students or former students have questions about Reverse Transfer, they should contact the Office of Academic Success at 936-633-5212.

## **Second Associate Degree Requirements (Multiple Degrees)**

The College may confer a second associate degree if a student successfully completes all courses required in the degree plan for the second degree. Students must consult the Academic Affairs administrator in the school in which they wish to pursue a second degree. The student must earn at least 15 credit hours of work at Angelina College in addition to those hours applied to the previous degree. Where course requirements among degrees are so similar that fewer than 15 semester credit hours would be necessary to complete the second degree, electives applicable to the degree should be substituted with the approval of the Academic Affairs administrator of the school.

## **STUDENT ACADEMIC RECORDS**

The Office of Admissions and Records, located in the Student Center, maintains student academic records.

**Short-Term Use and Long-Term Use Records:** The State of Texas Retention Schedule for Records of Public Junior Colleges allows the classification of short-term use records and long-term use (permanent) records. Term of enrollment is the term in which the record is received. These records include, but are not limited to, the following: admissions applications, data changes, transcripts from other schools, proof of residency, and instructor grade books. The permanent records maintained by the Office of Admissions and Records/Registrar are Angelina College (AC) transcripts, AC catalogs, AC commencement programs,

and AC schedule of classes. To review the records Schedule, see the Texas State Library and Archives Commission website at <https://www.tsl.texas.gov/slrn/recordspubs/jc.html>.

## **Release of Student Information**

The college policy addressing the release of student information is based on the Family Educational Rights and Privacy Act of 1974 (FERPA). FERPA helps protect the privacy of student education records. FERPA provides for the right of students to inspect and review education records, the right to seek to amend those records, and the right to limit disclosure of information from the records. The intent of the legislation is to protect the rights of students and to ensure the privacy and accuracy of education records. With certain exceptions, AC will not disclose personally identifiable information from a student's education records to any third-party without written consent from the student. The law does allow authorized college personnel access to information contained in the records for facilitating internal college operations; promoting the student's education; and reporting to local, state, and federal agencies. The complete college policy concerning release of information about students is available upon request from the Office of Admissions and Records. Students wanting their parent, friend, or other individual to have access to or obtain their academic records should give that person a signed release specifying to what information they are authorizing access and a copy of the student's picture ID.

**Directory Information:** Pursuant to FERPA, information classified as "Directory Information" may be released to the general public without consent of the student. Angelina College may, at its discretion, release Directory Information which shall include:

- Name, address, telephone number
- Major / Field of Study
- Dates of attendance
- Classification
- Degrees, honors, and awards received
- Date of graduation
- Participation in officially recognized activities and sports
- Photographs of staged and everyday campus activities

**Non-Disclosure of Directory Information:** Students may, at any time, request that all Directory Information be withheld by completing a Nondisclosure Statement located in the Office of Admissions and Records. Once a student requests nondisclosure, the college will withhold all directory information. A student can, at any time, change his/her status to allow for disclosure of directory information by submitting an official request in writing to the Office of Admissions and Records. For more information, see the Office of Admissions and Records or call (936) 633-5210.

## **Review of Records Appeal**

The Office of Admissions and Records maintains the permanent records, including transcripts, for all students. Any student with a question concerning the accuracy of his/her transcript, must submit a written request to the Office of Admissions within one calendar year from when the grade was assigned. Every effort will be made to determine if the grade entered on the transcript is correct based on college files, including the instructor's grade book. The Review of Records Appeal process is intended to correct clerical errors on a student's transcript. The determination by the Director of Admissions and Records/

Registrar on a Review of Records Grade Appeal is final. Please note that students who wish to appeal the grade assigned by an instructor must use the Grade Appeal Process within the timeframe established by that process (see Grade Appeal Process section of this catalog).

## **STUDENT RIGHTS AND RESPONSIBILITIES**

### **Notice of Nondiscrimination**

It is the policy of Angelina College to provide an educational and working environment that provides equal opportunity to all members of the college community. In accordance with federal and state law, the college prohibits unlawful discrimination in its programs, activities and employment opportunities on the basis of race, color, national origin, sex, disability, age, religion, creed, veteran status, or any other basis prohibited by law. Inquiries and complaints of violation of Title VI (race, color, religion or national origin); Title IX (sex); Section 504 (disability); Title II, ADA (disability); or Age Discrimination Act should be directed to: Steve Hudman, Dean of Student Affairs, 3500 South First, Lufkin, TX 75904, telephone 936-633-5293. Requests for accommodation of a disability should be directed to the Office of Student Success and Inclusion.

### **Student Conduct and Discipline Program**

It is the intent of the Student Conduct and Discipline Program to provide an educational and developmental response to student misconduct while maintaining and protecting a safe and appropriate teaching and learning environment.

In keeping with the educational intent of the Student Conduct and Discipline Program, the College engages in progressive discipline to help students understand and behave in accordance with the College's conduct standards. The progressive discipline process includes (a) selecting a proportional response to a student's misbehavior and (b) increasing the level of response if the student subsequently misbehaves. In a progressive discipline environment, the discipline the College administers for the first occurrence of serious misconduct may be expulsion.

The personal conduct of students (a) on the grounds of any site or campus, in any facility, or in any vehicle owned by or controlled by Angelina College; (b) participating in or attending college functions; or (c) as members of recognized student organizations, participants in college-sponsored groups, or members of intercollegiate athletic teams is subject to College disciplinary jurisdiction. The College may also enforce its own disciplinary policy and procedure when the personal conduct of students – regardless of where it occurs – directly, seriously, or adversely interferes with or disrupts the overall mission, programs, or other functions of the College.

The Executive Director of Student Affairs or designee shall have primary authority and responsibility for administering the Student Conduct and Discipline Program. The President may take immediate interim disciplinary action, including suspension pending a hearing, for student violations of College policy. Such interim disciplinary action, including suspension, may occur in drug-related cases or when the continuing presence of the accused student may pose a danger to person or property or is an ongoing threat of disruption to the academic process. When such interim disciplinary action occurs, the President shall

communicate the disciplinary action in writing and, if possible, meet with the student to discuss reasons for the interim disciplinary action and to allow the student a rebuttal pending a full hearing.

Students are expected to obey all local, state, and federal laws and ordinances, in addition to all the policies and regulations of the College. Students are expected to conduct themselves and dress in a manner that preserves an appropriate atmosphere and will not disrupt teaching and learning activities. In addition, students engaging in student activities, working for the College, or representing the College at special events may be held to guidelines for conduct, dress, and appearance appropriate to that activity.

## **Examples of Prohibited Behavior**

**Academic Integrity:** It is the aim of the Angelina College faculty to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present, as his or her own, any work that he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and is prohibited.

**Cheating:** Complete honesty is required of the student in the presentation of any and all phases of course work. Dishonesty of any kind on examinations, quizzes, or assignments is considered cheating and is prohibited. Common examples of cheating include the following:

- Copying from another student's test paper, laboratory report, other report, or computer files, data listings, and/or programs;
- Using materials during a test that are not authorized by the test administrator;
- Collaborating with another person or persons during an examination or in preparing academic work without authorization;
- Knowingly and without authorization, using, buying, selling, stealing, soliciting, copying, or possessing in whole or in part, the contents of an administered test;
- Substituting for another student, and permitting any other person or otherwise assisting any other person to substitute for oneself or for another student in the taking of an examination or the preparation of academic work to be submitted for academic credit; and
- Purchasing or otherwise acquiring or submitting as one's work any research paper or writing assignment prepared by another individual or firm

**Plagiarism:** *Plagiarism* means the appropriation of another's work or idea and the unacknowledged incorporation of that work or idea in one's own written work offered for credit. Plagiarism is prohibited.

**Alcoholic Beverages:** Student possession or consumption of alcoholic beverages is prohibited on College property. Violations subject to disciplinary action include the possession, consumption, or being under the influence of alcoholic beverages on the college campus or while representing the College during an off-campus activity.

**Illegal Substances:** The possession, distribution, or use of any illegal substance on campus or at any College related function on or off campus is prohibited.

**Tobacco:** Angelina College is a Tobacco-Free campus. The use of tobacco products is prohibited on all College property.

**Vapor and E-cigarettes:** The College prohibits use of vapor and e-cigarettes on all College property.

**Violations of Housing Contract:** Violations or breaches of the Angelina College Residential Contract by students living in College housing is prohibited.

**Animals on Campus:** Pets and other privately-owned animals are prohibited in any College building unless the Dean of Student Affairs makes a specific exception for academic purposes. Animals on campus must be on a leash or be otherwise under the direct and positive control of the owner. Service animals assisting individuals with disabilities are permitted in all College facilities, programs, and events. Students with disabilities should contact the Office of Student Success and Inclusion to obtain guidelines and regulations related to service animals.

**Children in the Classroom:** Students bringing children to class without prior consent from the instructor is prohibited.

**Discrimination and Harassment:** Discrimination and Harassment on the basis of race, color, national origin, sex, gender identity, sexual orientation, disability, age, religion, or any other characteristic protected by institutional policy or state, local, or federal law are prohibited. Further information regarding discrimination and procedures for students who believe they have been subjected to discrimination can be found in the Student Rights and Responsibilities section of the Angelina College Policy and Procedures Manual.

**Title IX:** Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681 et seq., protects individuals from discrimination and harassment based on sex in any educational program or activity operated by recipients of federal financial assistance. Sexual harassment, including sexual violence, is a form of sex discrimination and is therefore prohibited under Title IX. Unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal or physical conduct of a sexual nature constitute sexual harassment when this conduct is so severe, persistent or pervasive that it explicitly or implicitly affects an individual's employment, unreasonably interferes with an individual's work or educational performance, or creates an intimidating or hostile work or educational environment.

Angelina College is committed to providing an environment of academic study and employment free from harassment or discrimination to all segments of its community; its faculty, staff, students, guests and vendors; and will promptly address all complaints of discrimination, sexual harassment, and related retaliation in accordance with applicable federal and state laws.

To report a violation of Title IX or ask questions regarding Title IX, contact Ms. Tifini Whiddon, Director of Human Resources/Title IX Coordinator. Her office address is A201, her telephone number is (936) 633-4555, and her email address is [twhiddon@angelina.edu](mailto:twhiddon@angelina.edu). Students may also contact the U.S. Department of Education, Office for Civil Rights (800-421-3481) to complain of sex discrimination or sexual harassment including sexual violence.

**Title IX Grievance Procedure:** The College is committed to prompt and equitable resolution of student complaints of sexual discrimination, including sexual violence, by fellow students through the Discipline Program Procedure. The Title IX Coordinator will monitor the administration of the Discipline Program Procedure to ensure prompt and equitable resolution of the complaint. Other complaints of sexual discrimination (i.e., complaints against College employees) will be investigated and resolved by trained administrators with oversight by the Title

IX Coordinator. In addition to the resolution procedures, when a student alleges sexual harassment or assault, the Title IX Coordinator will promptly meet with the student to explain:

1. The investigation process, including the importance of treating both parties equitably, and that the complainant and alleged perpetrator will receive written notice of the outcome of the complaint;
2. Assurance that the College will take steps to prevent recurrence of any sexual violence and remedy discriminatory effects on the complainant and others, if appropriate;
3. The College's resolution procedures, making clear that students are not required to work out issues directly with each other and that mediation is not used in sexual assault cases;
4. Counseling services available either on or off campus;
5. Possible academic accommodations;
6. That the College prohibits and will protect complainants from retaliation.

In sexual assault cases, the Title IX Coordinator will urge the student to seek medical attention. The Coordinator will also advise the student of the right to file a criminal complaint as well as to use the College's Student Conduct and Discipline Program. In addition, the Coordinator will explain any legal requirement or school policy to notify police of the alleged assault

The College has a duty to investigate even if the complainant asks that it not do so. If the complainant requests anonymity, the Title IX Coordinator will remind the complainant that he or she will be protected from retaliation, and explain that anonymity may limit the College's ability to respond. Furthermore, the Coordinator will assure the complainant that the investigation will be discreet and only disclosed on a "need to know" basis. In deciding how to proceed, the Title IX Coordinator will weigh the complainant's anonymity request against the alleged perpetrator's potential danger to other students. In addition, The Coordinator will determine whether interim protective actions are necessary, such as issuing a "no contact" directive. The Coordinator will follow the initial meeting with a letter to the student reviewing the options and resources and requesting a signed acknowledgment of receipt as well as a written statement indicating the course of action the student wishes to pursue.

**Disruptions:** The use of force, violence, tactics, or behavior that causes obstruction or disruption of teaching, administration, disciplinary procedures, or other college authorized activities on college premises is prohibited. This includes use of language or behavior that disrupts the College learning environment.

**Distribution of Literature, Advertising, Selling or Solicitation:** Selling and soliciting are only permitted on the College's campus and sites with official authorization. Solicitation of students, faculty, or staff members by personal contact or through the distribution of advertising leaflets or handbills to promote sales without prior approval of Dean of Student Affairs is prohibited on any College property or in any buildings.

**False Reports:** False reporting of incidents including intentional activation of fire alarms or fire suppression systems on campus when a threat is not imminent is prohibited.

**Falsification of Records:** Knowingly furnishing false information to the College by forging or altering a document, record, or identification is prohibited.

**Financial Responsibilities:** Failure to promptly address all financial responsibilities owed Angelina College is prohibited. This includes any student unpaid debts, returned checks, overdue borrowed books, and other cases of financial irresponsibility.

**Firearms, Fireworks, and Explosives:** The unauthorized possession or use of firearms, fireworks, explosives, or unauthorized hazardous chemicals of any description on College grounds or property, including residence halls, is prohibited.

**Food and Drinks:** Possession and consumption of food and drinks is prohibited in the computer labs, classrooms, laboratories, shops, theatre, library, and other designated areas on campus without prior college approval.

**Gambling:** Gambling in any form is prohibited on College grounds and property, including College residence halls.

**Lewd, Indecent or Obscene Conduct:** Lewd, vulgar, indecent, or obscene conduct/expression infringing upon the rights of others and/or disrupting the campus learning environment is prohibited. This includes all Angelina College activities conducted on and off campus property.

**Misuse of Student Identification Card:** The use of a student identification card by anyone other than the person to whom it is issued, and the failure to present or relinquish a student identification card to a member of the faculty, staff, or administration upon request is prohibited.

**Official Directives:** Failure to comply with the lawful directives of all College officials acting within the scope of their responsibilities is prohibited.

**Stalking:** Attempting to control or intimidate another student through behavior or threats is prohibited. A stalker can be anyone, including an unknown person, an acquaintance, or a former intimate partner. A stalker may follow a victim off and on for a period of days, weeks, or even years. A stalking victim feels reasonable fear of bodily injury or death to self or to a family or household member or damage to property. Stalking can be perpetrated by the stalker or by someone acting on her/his behalf. Stalking can take the form of verbal threats or threats conveyed by the stalker's conduct, threatening mail, property damage, surveillance of the victim, or by following the victim.

**Student Dress:** Classroom instructors and College staff in charge of College events have the right to refuse entrance to students dressed in inappropriate attire.

**Terroristic and Bomb Threats:** Terroristic behavior such as sending threatening letters or electronic mail, communicating threats through telephone calls or text messages, and bomb threats are prohibited.

**Unauthorized Entry:** The unauthorized entry or use of College buildings, offices, or facilities is prohibited.

**Unauthorized Possession of Keys:** The possession by students of keys to College buildings or facilities that have not been issued by an authorized College official is prohibited.

**Vandalism:** The willful malicious destruction, damage, or defacing of property whether it belongs to the College or another student constitutes an act of vandalism and is prohibited.



**Violent Behavior:** The use or threat of physical violence against another person on College property or at College-sponsored events is prohibited.

**Violation of Local, State or Federal Law:** Any action, event, or group of events that provides grounds for a charge or violation of local, state, or federal laws is prohibited.

## **Process Provisions**

**Attempted Violations:** In most circumstances, the College will treat attempt to commit any violations of Student Conduct as if that attempt had been completed.

**College as Complainant:** As necessary, Angelina College reserves the right to initiate a complaint, to serve as complainant, and to initiate conduct proceedings without a formal complaint by the victim of misconduct.

**Immunity for Victims and Witnesses:** At the sole discretion of the Dean of Student Affairs, the College may choose to not issue charges nor to administer punishment for violations of the Student Code to victims and witnesses of serious criminal activity, including sexual harassment and sexual misconduct.

**Bystander Engagement:** At the sole discretion of the Dean of Student Affairs, the College may choose to not issue charges nor to administer punishment for violations of the Student Code when students report a dangerous situation to a College official or seek emergency assistance for themselves or other students.

**Parental Notification:** The College reserves the right to notify parents/guardians of dependent students regarding any health or safety risk, change in student status or conduct situation, related to alcohol and/or drug violations. The College may also notify parents/guardians of not-dependent students under age 21 of alcohol and/or drug policy violations. Where a student is not-dependent, the College will contact parents/guardians to inform them of situations in which there is a significant and articulable health and/or safety risk. The College also reserves the right to designate which college officials have a need to know about individual conduct complaints pursuant to the Family Educational Rights and Privacy Act (FERPA).

**Notification of Outcomes:** The outcome of a campus hearing is part of the educational record of the accused student, and is protected from release pursuant to the Family Educational Rights and Privacy Act (FERPA). However, the College observes the legal exceptions as follows:

- Complainants in non-consensual sexual contact/intercourse, sexual exploitation, sexual harassment, stalking, and relationship violence incidents have an absolute right to be informed of the outcome, essential findings, and sanctions of the hearing, in writing, without condition or limitation.
- The College may release publicly the name, nature of the violation and the sanction for any student who is found in violation of a college policy that is a “crime of violence,” including: arson, burglary, robbery, criminal homicide, sex offenses, assault, destruction/ damage/ vandalism of property and kidnapping/abduction.

## **Penalties for Misconduct**

Penalties for misconduct include, but are not limited to the following:

- **Warning or Reprimand:** Warning or Reprimand may include, but is not limited to, counseling with or writing a letter to the student. These actions are cumulative and are considered official college actions that are recorded in the Office of the Dean of Student Affairs.
- **Restriction:** Restriction involves specifically prohibiting a student from attending campus activities, occupying campus facilities, or using campus equipment or services.
- **Community Service:** Community service is an assignment of unpaid work on campus or in the community with a restorative intent.
- **Disciplinary Probation:** Disciplinary probation is applied for a stated period with or without specified restrictive conditions. Disciplinary probation will become a part of the student's permanent academic record. Restrictive conditions may include but are not limited to:
  - Removing the right of the student to receive any college award, scholarships, or financial aid; and
  - Removing the right to occupy any position of leadership in any college or student organization or activity
- **Removal from College Housing:** In certain instances, the college may remove a student from College housing and allow him/her to continue attending classes.
- **Course Grade Reduction:** an instructor may reduce a student's course grade in response to student behaviors that violate standards set forth in the course syllabus and/or prohibited in the student code.
- **Administrative Course Withdrawal:** Administrative course withdrawal results in a "W" grade. Angelina College reserves the right to withdraw students from a class or all classes if, in the judgment of the appropriate college official, such withdrawals are in the best interests of students and the college. Students may be withdrawn for reasons of lack of attendance, irresponsible financial conduct, personal misconduct, academic integrity violations, unlawful compliance of a college official, or other academic infractions.
- **Disciplinary Suspension:** Suspension is for a stated period, but never less than the remainder of the semester in which the offense is committed. During suspension, the student shall not attend classes, participate in any college related activity, or be on campus for any reason except application for readmission. Readmission on probation may be granted at the end of the suspension period. Disciplinary suspension will become a part of the student's permanent academic record.
- **Expulsion:** Expulsion is the permanent removal from Angelina College with no opportunity for readmission. Expulsion will become a part of the student's permanent academic record.

## **Procedures for Discipline Program**

The Director of Access & Inclusion shall administer the Angelina College Student Conduct and Discipline Program.

**Rules of Evidence and Burden of Proof:** The college will base disciplinary decisions on the preponderance of evidence. Meaning, it is more likely than not an alleged incident occurred. A totality of all available and relevant evidence will be used to establish this preponderance. The burden and responsibility for gathering and evaluating evidence rests with the College. Accused students may elect to not self-incriminate and should be active in presenting relevant evidence to support their position.

Witness statements that are unsigned and/or undated will not be considered in discipline process; however, if an investigation stemming from an unsigned and/or undated statement results in the discovery of evidence that misconduct may have occurred, the student responsible for that misconduct may be subject to disciplinary action.

**Steps in the Student Conduct Process:**

1. Executive Director of Student Affairs or designee (hereinafter “College Official”) will investigate alleged student misconduct.
2. If the College Official finds sufficient evidence of misconduct, the College Official will schedule a hearing. The College Official will include a description of the charge(s) and evidence.
3. College Official will conduct a hearing during which he/she explains the student’s right to due process, reviews the Student Conduct Process including appeal procedures, lists the charge(s), and presents all evidence collected during his/her investigation. The student may present evidence, call witnesses, and/or address witness statements and evidence presented. Complainants and victims may present witnesses and other evidence during the hearing. The outcomes of the hearing will be one of the following:
  - The student admits misconduct in writing. The College Official will assign appropriate discipline in writing to the student. The student may appeal the assigned discipline to the Student Conduct Panel in writing to the Director of Access & Inclusion within five (5) business days of receiving documentation from the College Official.
  - The College Official finds the student presents a preponderance of evidence that he/she is not responsible for the alleged misconduct. The College Official will dismiss the charge(s) against the student in writing.
  - After considering all evidence provided by the student, the College Official finds the preponderance of evidence supports the charge(s). The College Official will assign appropriate discipline in writing to the student. The student may appeal the finding of the College Official and/or the assigned discipline to the Student Conduct Panel in writing to the Director of Access & Inclusion within five (5) business days of receiving documentation from the College Official.
4. When a student appeal is received, the Student Conduct Panel will conduct a hearing. During the hearing, the College Official will present the charge(s) and all evidence collected during his/her investigation. Complainants and victims will also be afforded the opportunity to present witnesses and other evidence during the hearing. The accused student may present evidence, call witnesses, and/or address witness statements and evidence presented. The outcomes of the hearing may be one of the following:
  - The Student Conduct Panel finds the preponderance of evidence supports the charge(s) and assigns appropriate discipline in writing.
  - The Student Conduct Panel finds the preponderance of evidences does not support the charge(s) and dismisses the charge(s) in writing.
5. A student or complainant may appeal the Student Conduct Panel’s findings or discipline assignment in writing to the Angelina College President within five (5) business days of receiving documentation from the Student Conduct Panel. The only grounds for appeal are as follows:
  - A procedural error occurred that significantly impacted the outcome of the hearing(s) (e.g. substantiated bias, failure to document findings, material deviation from established procedures, etc.).
  - New evidence unavailable during the original hearing or investigation that could substantially impact the original finding or discipline assignment is found. A summary of this new evidence must be included in the written appeal.

- The discipline assigned is materially disproportionate to the severity of the violation.
6. The President will review the charge(s), the written findings of the College Official and the Discipline Panel, and the written appeal from the student to decide the merits of the student's appeal. At his/her sole discretion, the President may meet with the student during the President's deliberation of the appeal. Pursuant to authority delegated to the President by the Angelina College Board of Trustees, the decision of the President is final.

**Student Conduct Panel:** Each year, the Executive Director of Student Affairs shall appoint not less than three (3) faculty members and three (3) professional staff members to the Student Conduct Panel to serve one year terms. A faculty or professional staff member may serve additional one year terms at his/her request if the Executive Director of Student Affairs approves. The Executive Director of Student Affairs will recruit and appoint not less than three (3) currently enrolled students to serve on the Student Conduct Panel during each semester. The Executive Director of Student Affairs or designee shall conduct thorough and appropriate training with the Student Conduct Panel each semester. If a panelist cannot complete his/her term for any reason, the Executive Director of Student Affairs shall appoint and train a panelist from the exiting panelist's group (i.e., faculty, professional staff, student) who will serve the remainder of the exiting panelist's term. The Student Conduct Panel shall elect a Chief Panelist each semester by majority vote.

When the Student Conduct Panel receives a student appeal, the Chief Panelist will assign three current panelists, including at least one (1) student but not more than two (2) students, to conduct the hearing and render findings. At the hearing, the findings of the investigation will be admitted, but are not binding on panelists. The goal of the hearing is to provide an appropriate resolution via an equitable process.

**Appeals:** All sanctions imposed by the College Official or Student Conduct Panel will be in effect during any appeal. In cases where the appeal results in reinstatement to the institution or of privileges, all reasonable attempts will be made to restore the student to his/her prior status, recognizing that some opportunities lost may be irretrievable.

## **Graduate Guarantee Program**

The Graduate Guarantee Program is available to students enrolled in an Associate of Arts, an Associate of Science, or an Associate of Applied Science degree plan. Through the Graduate Guarantee Program, Angelina College guarantees to its Associate of Arts and Associate of Science graduates and to students who have met the requirements of a 60-credit-hour transfer plan, the transferability of course credits to those Texas colleges or universities that cooperate in the development of Equivalency/Degree Plan Guides. If such courses are rejected by the college or university, the student will be offered tuition-free alternative courses that are accepted by the college or university.

Special conditions which apply to the guarantee are as follows:

1. Transferability means the acceptance of credits toward a specific major or degree. Courses must be identified by the receiving university as transferable and applicable in The Equivalency/Degree Plan 1991-92 or later;
2. The catalog of the receiving institution states the total number of credits accepted in transfer, grades required, relevant grade point average, and duration of transferability; and
3. The guarantee applies to courses included in a written transfer plan, which includes the institution to which the student will transfer, the baccalaureate major and degree sought, and the date such a decision was made, which must be completed with the advisors.

## **Guarantee of Job Competency**

If an Angelina College (AC) graduate who has earned an Associate of Applied Science (AAS) degree is judged by his or her employer to be lacking job skills as exit competencies for his or her specific degree program, AC will provide the graduate up to nine tuition-free credit hours of additional skill training by the college under the conditions of the guarantee conditions.

Conditions of the guarantee program are as follows:

1. The graduate must have earned the AAS degree beginning May 1992 or thereafter in an occupational program identified in the Angelina College catalog;
2. The graduate must have completed the AAS degree at Angelina College, with a majority of the credits being earned at AC, and must have completed the degree within a five-year timespan;
3. Graduates must be employed full-time in an area directly related to the area of program concentration as certified by the respective Academic Affairs administrator;
4. Employment must commence within 12 months of graduation;
5. The employer must certify in writing that the employee is lacking entry-level skills identified by the college as competencies included in the degree plan, and must specify the areas of deficiency within 90 days of the graduate's initial employment;
6. The employer, graduate, dean, program coordinator or associate dean of instruction, and appropriate faculty member will develop a written educational plan for retraining;
7. Retraining will be limited to nine credit hours related to the identified skill deficiency and to those classes regularly scheduled during the period covered by the retraining plan;
8. All retraining must be completed within a calendar year from the time the educational plan is agreed upon;
9. The graduate and/or employer is responsible for the cost of books, insurance, uniforms, fees, and other course-related expenses; and
10. The guarantee does not imply that the graduate will pass any licensing or qualifying examination for a particular career.

## **DEGREES AND CERTIFICATES**

Associate degrees consist of two-year courses of study, and consist of at least 60 credit hours. The acceptability of work completed at Angelina College to meet the requirements of a degree at another institution is determined by that institution and not by Angelina College. The college does, however, have articulation agreements with other institutions and participates in the Texas Common Course Numbering System to ensure the transferability of courses.

### **Types of Degrees and Certificates at Angelina College**

Angelina College offers a number of degree and certificate programs. Each student should select an academic program or programs based on his/her career plans and/or intentions for additional postsecondary education. The Student Success Coaches in the Office of Student Success and Inclusion are available to help students select a program of study. The following are the types of degrees and certificates available at Angelina College.

- The Associate of Arts (AA): An award that normally requires at least 60 credit hours of college work in a grouping of courses designed to lead to transfer to an upper-level baccalaureate program (See Table K for Core Curriculum requirements).

- The Associate of Science (AS): An award that normally requires at least 60 credit hours of college work in a grouping of courses designed to lead to transfer to an upper-level baccalaureate program (See Table K for Core Curriculum requirements).
- The Associate of Arts of Teaching (AAT) is designed to provide a broad, general background of coursework for the first two years of study toward a Bachelor's degree for prospective elementary school teachers (See Table K for Core Curriculum requirements).
- The Associate of Applied Science (AAS): A two-year applied associate degree program designed to lead the recipient to immediate employment and/or career advancement. Each AAS program is designed to meet specific occupational competencies and outcomes. The college offers AAS degrees in the School of Business and Technology, the School of Arts and Education, and the School of Health Careers. Each AAS program will include technical courses (at least 45 credit hours), core curriculum courses (15 credit hours - see Table K) to prepare students for employment as technicians or professionals. Specific credit hour requirements and required courses vary among the various AAS programs. Students should meet with a Student Success Coach in the Office of Student Success and Inclusion or with a faculty member teaching in the program area the student is pursuing. Consult the appropriate Academic Affairs administrator for specific requirements for progression and graduation. Some four-year institutions have developed Bachelor of Applied Arts and Sciences degrees, and those institutions may apply technical/workforce training courses completed for an AAS degree toward the requirements of that Bachelor's degree.
- Level 3 Enhanced Skills Certificate: A workforce education program of study that consists of at least 6 and no more than 12 credit hours and is associated with an AAS degree program.
- Level 2 Certificate: A workforce education program of study that consists of at least 30 and no more than 51 credit hours. Level 2 Certificates are subject to the requirements of the Texas Success Initiative (TSI).
- Level 1 Certificate: A workforce education program of study that consists of at least 15 and no more than 42 credit hours. Level I certificate programs are exempt from the requirements of the Texas Success Initiative (TSI), although all certificate programs must provide for local assessment and remediation of students.

## **Core Curriculum Description**

The purpose of the core curriculum is to ensure that Angelina College students will develop the essential knowledge and skills they need in order to be successful in college, in a career, in their communities, and in life. The core curriculum facilitates the transfer of lower-division course credit among public colleges, universities, and health-related institutions. Table K presents course requirements for the Core Curriculum.

The core curriculum fulfills the general education requirements for associate degrees awarded by Angelina College. Each associate degree requires students to complete a minimum of 15 SCH of general education course in the areas of humanities/fine arts; social/behavioral sciences; and natural science/mathematics. Each general education area aligns with Foundational Component Areas of the College's core curriculum as outlined below.

1. Humanities/fine arts – communication; language, philosophy & culture; and creative arts
2. Social/behavioral sciences – American history, government/political science, and social and behavioral sciences
3. Natural science/mathematics – mathematics and life & physical sciences

**Table K****Course Requirements for Core Curriculum<sup>1</sup>**

<b>State Approved Foundational Component Areas with Credit Hours (CH)</b>		<b>Courses Approved by THECB<sup>2</sup>; Implementation Fall 2018</b>	
1.	Communication (6 CH) Courses focus on developing ideas and expressing them clearly, considering the effect of the message, fostering understanding, and building the skills needed to communicate persuasively. Courses involve the command of oral, aural, written, and visual literacy skills that enable people to exchange messages appropriate to the subject, occasion and audience.	ENGL 1301 ENGL 1302 ENGL 2311	
2.	Mathematics (3 CH) Courses focus on quantitative literacy in logic, patterns, and relationships. Courses involve the understanding of key mathematical concepts and the application of appropriate quantitative tools to everyday experience.	MATH 1314 MATH 1324 MATH 1332 MATH 1342	MATH 1350 MATH 1414 MATH 2412 MATH 2413
3.	Life & Physical Sciences (6 CH) Courses focus on describing, explaining, and predicting natural phenomena using the scientific method. Courses involve the understanding of interactions among natural phenomena and the implications of scientific principles on the physical world and on human experiences.	BIOL 1322 BIOL 1406 BIOL 1407 BIOL 1408 BIOL 1409 BIOL 1411 BIOL 1413 BIOL 2401 BIOL 2402 BIOL 2404	BIOL 2420 CHEM 1305 CHEM 1411 CHEM 1412 GEOL 1403 PHYS 1305 PHYS 1401 PHYS 1402 PHYS 2425 PHYS 2426
4.	Language, Philosophy & Culture (3 CH) Courses focus on how ideas, values, beliefs, and other aspects of culture express and affect human experience. Courses involve the exploration of ideas that foster aesthetic and intellectual creation in order to understand the human condition across cultures.	ENGL 2322 ENGL 2323 ENGL 2327 ENGL 2328 ENGL 2332 ENGL 2333 ENGL 2341 SPAN 2311 SPAN 2312	
5.	Creative Arts (3 CH) Courses focus on the appreciation and analysis of creative artifacts and works of the human imagination. Courses involve the synthesis and interpretation of artistic expression and enable critical, creative, and innovative communication about works of art.	ARTS 1301 DRAM 1310 MUSI 1306 MUSI 1307 MUSI 1310	

6. American History (6 CH)	HIST 1301 HIST 1302	
Courses focus on the consideration of past events and ideas relative to the United States, with the option of including Texas History for a portion of this component area. Courses involve the interaction among individuals, communities, states, the nation, and the world, considering how these interactions have contributed to the development of the United States and its global role.		
7. Government/Political Science (6 CH)	GOVT 2305 GOVT 2306	
Courses focus on consideration of the Constitution of the United States and the constitutions of the states, with special emphasis on that of Texas. Courses involve the analysis of governmental institutions, political behavior civic engagement, and their political and philosophical foundations.		
8. Social and Behavioral Sciences (3 CH)	ECON 2301 PSYC 2301 PSYC 2314 SOCI 1301	
Courses focus on the application of empirical and scientific methods that contribute to the understanding of what makes us human. Courses involve the exploration of behavior and interactions among individuals, groups, institutions, and events, examining their impact on the individual, society, and culture.		
9. Component Area Option (6 CH)	BUSI 2304 COMM 1307 EDUC 1300 PSYC 1300 SPCH 1315 SPCH 1318 SPCH 1321	CHEM 1105 HIST 2311 HIST 2312 MATH 1325 Or any course listed in sections 2, 3, 4, or 8.

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<sup>1</sup> New Core Curriculum Effective Fall 2018

<sup>2</sup> THECB: Texas Higher Education Coordinating Board

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## ACADEMIC SCHOOLS

### School of Arts and Education

[AA Art](#)

[AA General Studies](#)

[AA Drama](#)

[AAS Sound Recording Technology](#)

[Cert1 Sound Recording Technology Basic Certificate](#)

[Cert1 Sound Recording Technology Advanced Certificate](#)

[AAT Early Childhood Education and Teaching \(EC-6\) and Middle Grades \(Grades 4-8\)](#)

[AAT High School \(Grades 8-12\)](#)

[AAT Teacher Education, Multiple Levels](#)

[AA Music](#)

[AA Physical Education](#)

[AAS Graphic Arts](#)

[Cert1 Design & Applied Arts Certificate](#)

[Cert3 Esc Graphic Information Systems](#)



## **School of Science and Mathematics**

[AS Multidisciplinary Studies](#)

[AS Health Science](#)

## **School of Health Careers**

[AAS Emergency Medical Services](#)

[Cert1 EMT - Intermediate Certificate](#)

[Cert2 - Paramedic Certificate](#)

[AAS Respiratory Care Therapist](#)

[AAS Diagnostic Medical Sonography](#)

[AAS Pharmacy Technology](#)

[Cert2 Pharmacy Technology Certificate](#)

[AAS Radiologic Technology](#)

[AAS Nursing](#)

[Cert2 Vocational Nursing Certificate](#)

[AAS Surgical Technology](#)

## **School of Business and Technology**

[AAS Business Management Development](#)

[Cert1 Business Management Development Certificate](#)

[AA Business Administration and Management](#)

[AAS Computer Information Systems - Programmer/Analyst](#)

[Cert1 Computer Programmer Specialist Certificate](#)

[Cert1 Microcomputer Applications & Operations Certificate](#)

[AAS Network Support Technician](#)

[Cert1 Networking Certificate](#)

[Cert1 Network Administration Specialty Certificate](#)

[AAS Electronics Technology – Internet of Things](#)

[Cert1 Electronics Technology Basic Networking Specialty Certificate](#)

[Cert1 Electronics Networking Specialty Certificate](#)

[Cert1 Computer Maintenance Certificate](#)

[AAS Electromechanical Technology - Fluid Power Specialty](#)

[Cert1 Fluid Power Specialty Certificate](#)

[AAS Electromechanical Technology - Electrical Technician Specialty](#)

[Cert1 Electromechanical Technology - Electrician Specialty Certificate](#)

[Cert1 Electromechanical Technology - Maintenance Technician Specialty](#)

[AAS Drafting & Design Technology](#)

[Cert1 Drafting & Design Technology Certificate](#)

[AAS Diesel Technology](#)

[Cert1 Diesel Technology Certificate](#)

[AAS Child and Family Development](#)

[Cert1 Child and Family Development Certificate](#)

[Cert1 Child and Family Development Administrative Certificate](#)

[Cert1 Child Development Associate](#)

[AAS Office Administration](#)

[Cert1 Office Administration Certificate](#)

[Cert1 Word Processing Specialty Certificate](#)

[AAS Paralegal \(Legal Assisting\)](#)

AAS Criminal Justice

Cert1 Criminal Justice Core Certificate

AAS Human Services Case Management

Cert1 Human Services Basic Certificate

Cert1 Human Services Intermediate Certificate

AAS Machine Tool Technology

Cert1 Machine Tool Operator Certificate

Cert1 Computer Numerical Control Machine Operator Certificate

AAS Welding Technology

Cert1 Intermediate Welding Technology Certificate

Cert1 Basic Welding Certificate

Cert2 Advanced Welding Technology Certificate

**Stand-Alone Certificates**

Cert1 HVAC - Commercial & Refrigeration Certificate

Cert1 HVAC - Residential Certificate

Cert1 Automotive Technology Certificate

Cert1 Real Estate Certificate

Cert1 Real Estate Salesman Certificate

## ANGELINA COLLEGE PATHWAYS

Angelina College Pathways are broad areas of study that encompass multiple degrees and certificates that prepare students to enter the workforce or transfer to a university.

<b>Education</b> <ul style="list-style-type: none"> <li>• Child &amp; Family Development</li> <li>• Health &amp; Physical Education</li> <li>• Teaching/Elementary Education</li> </ul>	<b>Manufacturing, Logistics &amp; Transportation</b> <ul style="list-style-type: none"> <li>• Automotive Technology</li> <li>• Certified Production Technician (NC)</li> <li>• Diesel Technology</li> <li>• Drafting/Design</li> <li>• Electromechanical Technology</li> <li>• Electronics Technology</li> <li>• Heating, Air Conditioning, and Refrigeration</li> <li>• Heavy Equipment (NC)</li> <li>• Fluid Power Technology</li> <li>• Machine Tool Technology</li> <li>• Truck Driving (NC)</li> <li>• Welding Technology</li> </ul>	<b>Health Professions</b> <ul style="list-style-type: none"> <li>• Diagnostic Medical Sonography</li> <li>• Emergency Medical Services</li> <li>• Health Science</li> <li>• Medical Assisting (NC)</li> <li>• Nursing</li> <li>• Nurse Aide (NC)</li> <li>• Pharmacy Technology</li> <li>• Phlebotomy (NC)</li> <li>• Radiologic Technology</li> <li>• Respiratory Care Technology</li> <li>• Surgical Technology</li> </ul>	<b>Public Safety</b> <ul style="list-style-type: none"> <li>• Criminal Justice</li> <li>• Fire Academy (NC)</li> <li>• Human Services</li> <li>• Legal Assistant (Paralegal)</li> <li>• Police Academy (NC)</li> </ul>
<b>Arts, Communication, and Humanities</b> <ul style="list-style-type: none"> <li>• General Studies</li> <li>• Communication/Journalism</li> <li>• Graphic Arts</li> <li>• Music</li> <li>• Theater</li> <li>• Visual Arts</li> <li>• Sound Recording Technology</li> </ul>	<b>Business</b> <ul style="list-style-type: none"> <li>• General Business</li> <li>• Management</li> <li>• Microcomputer Applications</li> <li>• Office Administration</li> <li>• Real Estate</li> </ul>	<b>Science &amp; Mathematics</b> <ul style="list-style-type: none"> <li>• Multidisciplinary Studies               <ul style="list-style-type: none"> <li>— Biology</li> <li>— Chemistry</li> <li>— Mathematics</li> <li>— Physics</li> </ul> </li> </ul>	<b>Technology</b> <ul style="list-style-type: none"> <li>• Computer Maintenance</li> <li>• Networking</li> <li>• Network Support Technician</li> <li>• Programmer/Analyst</li> </ul>

(NC) – Non-credit program

# DEGREES AND CERTIFICATES

## Art

### Associate of Arts in Visual Arts (Arts, Communication, & Humanities Pathway)

First Year			Credit Hrs
<b>Fall Semester</b>			
ARTS 1311	Basic Design		3
ARTS 1316	Basic Drawing		3
ARTS 1303	Art History Survey I		3
ENGL 1301	Composition I		3
STSU 0300	Student Success		0
PHED 1101	Exercise/Conditioning		1
<b>Total Hours</b>			<b>13</b>
<b>Spring Semester</b>			
ARTS 1304	Art History Survey II		3
ENGL 1302	Composition II		3
MATH 1332	Contemporary Math <b>or</b>		
MATH 1314	College Algebra		3
BIOL 1408	Biology for Non-Science Majors I		4
HIST 1301	US History I		3
<b>Total Hours</b>			<b>16</b>
<b>Second Year</b>			
<b>Fall Semester</b>			
ARTS 2316*	Painting I		3
HIST 1302	US History II		3
BIOL 1409	Biology for Non-Science Majors II		3
GOVT 2305	Federal Government		3
XXXX x3xx	Language, Philosophy, and Culture Core		
	Choose from ENGL 2322, 2323, 2327, 2328, 2332, 2333, 2341, <b>or</b> SPAN 2312		3
<b>Total Hours</b>			<b>16</b>
<b>Spring Semester</b>			
GOVT 2306	Texas Government		3
SOCI 1301	Introduction to Sociology		3
SPCH 1315	Public Speaking		3
XXXX xxxx	Creative Arts Core		
	Choose from DRAM 1310, MUSI 1310, <b>or</b> MUSI 1306 only)		3
XXXX x3xx	Language, Philosophy, and Culture Core		
	Choose from ENGL 2322, 2323, 2327, 2328, 2332, 2333, 2341, <b>or</b> SPAN 2312		3
<b>Total Hours</b>			<b>15</b>
<b>Total Hours for Degree</b>			<b>60</b>

\*Prerequisites: See [course descriptions](#).

Academic core classes may be taken in summer sessions.

## Design and Applied Arts

### Graphic Arts

The Design and Applied Arts Program is designed to prepare students for employment as entry-level graphic artists with the knowledge and skills necessary to perform desktop publishing, photography, computer layout, graphic arts, digital imaging, web page design and video for printers, media, advertising and Internet business. The program will provide students with instruction in graphics, video, digital computer programs and procedures, as well as general interpersonal, communication, and organization skills. Workplace basic skills are integrated throughout the curriculum.

### Associate of Applied Science in Design and Applied Arts – Graphic Arts

(Arts, Communications, & Humanities Pathway)

#### First Year

##### Fall Semester

		Credit Hrs
ARTS 2356	Photography	3
COMM2305	Editing and Layout	3
ARTS 1311	Basic Design	3
ARTS 2348	Digital Art	3
SPCH 13xx	Component Area Option Choose from SPCH 1318, SPCH 1315, or 1321	3
STSU 0300	Student Success	3
<b>Total Hours</b>		<b>15</b>

##### Spring Semester

ARTC 1402	Digital Imaging I*	4
ARTC 1413	Digital Publishing I*	4
ARTS 1316	Basic Drawing	3
ENGL 1301	Composition I	3
XXXX x3xx	Elective Choose from ARTS 1303, ARTS 1304, ARTS 2316, or ARTV 1351	3
<b>Total Hours</b>		<b>17</b>

#### Second Year

##### Fall Semester

ARTC 2413	Digital Publishing II*	4
ARTC 2405	Digital Imaging II*	4
ARTC 1192	Special Topics in Design and Visual Communication*	1
MATH x3xx	Mathematics Core Choose from MATH 1314, MATH 1332, or MATH 1324	3
<b>Total Hours</b>		<b>12</b>

##### Spring Semester

GRPH 1459	Vector Graphics for Production	4
IMED 2411	Portfolio	4
IMED 2266	Field Experience (Internship)	2
SOCI 1301	Introduction to Sociology	3
XXXX x3xx	Creative Arts Core Choose from DRAM 1310, MUSI 1306, or MUSI 1310	3
<b>Total Hours</b>		<b>16</b>
<b>Total Hours for Degree</b>		<b>60</b>

\*Prerequisites: See [course descriptions](#). Academic core classes may be taken in summer sessions as well.

## Level 1 Certificate in Design and Applied Arts – Graphic Arts

(Arts, Communications, & Humanities Pathway)

<b>Fall Semester</b>		<b>Credit Hrs</b>
ARTS 2356	Photography	3
COMM2305	Editing and Layout	3
ARTS 1311	Basic Design	3
ARTS 2348	Digital Art	3
STSU 0300	Student Success	0
<b>Total Hours</b>		<b>12</b>
<b>Spring Semester</b>		
ARTC 1402*	Digital Imaging I	4
ARTC 1413*	Digital Publishing I	4
ARTS 1316	Basic Drawing	3
GRPH 1459	Vector Graphics for Production	4
<b>Total Hours</b>		<b>15</b>
<b>Total Hours for Degree</b>		<b>27</b>

\*Prerequisites: See Course Description

## Level 3 Enhanced Skills Certificate in Design and Applied Arts – Graphic Arts

(Arts, Communications, & Humanities Pathway)

<b>First Semester</b>		<b>Credit Hrs</b>
FLMC 1304	Lighting for Film or Video	3
RTVB 1321	TV/Video Field Production	3
<b>Total Hours</b>		<b>6</b>

## **Automotive Technology**

The complexity of motor vehicles demands a very high level of technical knowledge and skill for service personnel. Basic learning skills in reading, writing and computation are essential to success in the field. The program is a full-time commitment for one academic year, all day four days a week for two semesters plus all day for five days a week in the summer session for Cooperative Education. Twelve students are admitted each year to begin classes in August. Each student completes the program admission process that includes providing a set of prescribed tools as a condition for acceptance. The Automotive Technology curriculum prepares graduates for entry-level employment in vehicle diagnosis, repair and maintenance work. Basic vehicle theory and principles are taught in the classroom to give the student an understanding of how electrical, electronic and mechanical components function and why they fail. Actual shop practices train the student to utilize appropriate safety procedures, research repair procedures, record time and effort, to make repairs, diagnose, replace and adjust components. The program has limited enrollment to the first twelve applicants to meet the following criteria for the Fall Semester:

### **Admission Criteria for Automotive Technology**

#### **Program application process to be completed before the end of the first Summer Session:**

1. Gain admission to Angelina College
2. Score 42 or higher on the Bennett Test of Mechanical Comprehension (administered by The Business and Technology office, TW 100)
3. Proof of a valid Texas driver's license with no outstanding tickets

#### **Program admission process:**

The **first twelve qualified students** to provide the prescribed tool set and complete any other conditional terms will receive "full" acceptance into the program; they then must pay tuition, fees and purchase textbooks prior to the first class day.

#### **COOP Class Screening:**

Students will be interviewed by COOP site for employment at least two weeks before the COOP begins. COOP sites will require a drug test, criminal background check, and driver license check in the same way that any potential employee would be considered for employment. These screenings will be done by the COOP site prior to accepting COOP students for a COOP position at their facilities. Screening will be paid for by the employer.

## Level 1 Certificate in Automotive Technology

(Manufacturing, Logistics, and Transportation Pathway)

<b>First Semester</b>		<b>Credit Hrs</b>
AUMT 1407*	Automotive Electrical Systems	4
AUMT 1410*	Automotive Break Systems	4
AUMT 1416*	Suspension and Steering	4
AUMT 1419*	Automotive Engine Repair	4
<b>Total Hours</b>		<b>16</b>
 <b>Second Semester</b>		
AUMT 2417*	Automotive Engine Performance Analysis I	4
AUMT 2425*	Automotive Automatic Transmission & Transaxle	4
AUMT 1445*	Automotive Climate Control Systems	4
AUMT 2434*	Automotive Engine Performance Analysis II	4
<b>Total Hours</b>		<b>16</b>
 <b>Third Semester</b>		
AUMT 2480*	Cooperative Education – Automobile/Automotive Mechanics Technology/Technician	4
<b>Total Hours</b>		<b>4</b>
<b>Total Hours for Certificate</b>		<b>36</b>

External Field Experience: AUMT 2480 Cooperative Education.

\*NOTE: Courses must be taken lecture and lab concurrently.



# Business Administration and Management

## Business Administration & Management Field of Study

Senate Bill 148 of the 75<sup>th</sup> Texas Legislature (1997) mandated Field of Study curricula. The fields of study curricula, along with core curricula, are intended to facilitate transferability of courses among Texas public colleges and universities. All public four-year institutions are required to accept Coordinating Board approved field of study courses in fulfillment of lower-division requirements for bachelor's degrees in majors that correspond to the field of study. Core Curriculum and Field of Study for Bachelor of Business Administration is designed for students seeking the BBA degree, including all specializations, concentrations, etc.

The field of study courses are designed to apply to the bachelor's degree BA or BS as deemed appropriate by the awarding institution. The field of study curriculum is furthermore intended to serve as a guide for community and technical colleges in structuring a transfer curriculum in Business Administration. Fields of study are valid only when no course substitutions are made.

## Associate of Arts with Field of Study in Business Administration & Management

(Business Pathway)

### First Year

#### First Semester

		Credit Hrs
ENGL	1301 Composition I	3
BUSI	1301+ Business Principles	3
BCIS	1305+ Business Computer Applications	3
ACCT	2301+ Principles of Financial Accounting	3
ECON	2301+ Principles of Economics	3
STSU	0300 Student Success	0
<b>Total Hours</b>		<b>14</b>

#### Second Semester

ENGL	1302* Composition II	3
MATH	1324+ Mathematics for Business & Social Sciences	3
ACCT	2302+ Principles of Managerial Accounting	3
HIST	1301 U S History I	3
ECON	2302+ Principles of Economics II	3
<b>Total Hours</b>		<b>16</b>

### Second Year

#### First Semester

BUSI	2305+ Business Statistics	3
ENGL	23xx ENGL 2322, 2323, 2327, 2328, 2332, 2333, or 2341	3
GOVT	2305 Federal Government	3
XXXX	xxxx Life & Physical Science Core	
	Choose from Biology, Chemistry, Physics, or Geology	4
XXXX	xxxx Creative Arts Core	
	Choose from ARTS 1301, DRAM 1310, MUSI 1306, or MUSI 1310	3
<b>Total Hours</b>		<b>16</b>

**Second Semester**

XXXX	xxxx	Life & Physical Science Core	
		Choose from Biology, Chemistry, Physics, or Geology	4
SPCH	1315	Public Speaking <b>or</b>	
	SPCH 1321	Business & Professional Communication	3
BUSI	2304*	Business Report Writing & Correspondence	3
GOVT	2306	Texas Government	3
HIST	1302	U S History II	3
PHED	x1xx	Physical Activity Course	1
<b>Total Hours</b>			<b>14</b>
<b>Total hours for Degree</b>			<b>60</b>

\*Prerequisites: See [Course Descriptions](#).

+Course included in the Field of Study.

## Businesss Management Development

As the workplace becomes increasingly competitive, increased skills are required to continue promoting in your career. Through the Business Management Development program at Angelina College, you will be equipped with management tools that will set you apart from your co-workers. Pursuing a degree in Business Management Development will provide you an in-depth look into Business Principles, Human Resources Management, Marketing, Business Ethics, Professional Speech and more. Entering the Management Development program assists you in becoming a more efficient and well-rounded employee in your day to day tasks.

In addition to enhancing your skills as a manager, this program encourages entrepreneurship. If you are looking to learn about starting your own business, this program is a great fit for you. The Management Development program requires a person who is eager to excel in the workforce, dedicated to learning, and excited to expand their knowledge on business principles. This program provides a start into a diverse career in business. As a graduate, the student will be prepared to assume a role in business administration, both profit and nonprofit, or starting their own small-business. Graduates of this degree plan will be equipped with the skills to be a better leader at a management level & retain an Associate's Degree. If you are looking for a great place to start learning more about the exciting world of business, this is the degree plan for you.

## Associate of Applied Science in Businesss Management Development

(Business Pathway)

*Beginning Fall 2020 Pending Approval from SACSCOC.*

**First Year**

<b>First Semester</b>			<b>Credit Hrs</b>
BUSI	1301	Business Principles	3
POFT	1301	Business English	3
BCIS	1305	Business Computer Applications	3
BMGT	1327	Principles of Management	3
POFT	1321	Business Math	3
STSU	0300	Student Success	0
<b>Total Hours</b>			<b>15</b>

**Second Semester**

MATH 1324*	Mathematics for Business and Social Sciences	3
HRPO 1311	Human Relations	3
MRKG 1311	Principles of Marketing	3
MRKG 2349	Advertising and Sales Promotion	3
ENGL 1301	Composition I	3
<b>Total Hours</b>		<b>15</b>

**Second Year****First Semester**

BUSG 1380	Cooperative Education I, Business	3
HRPO 2301	Human Resources Management	3
ECON 2301	Principles of Microeconomics	3
ACNT 1303	Introduction to Accounting <b>or</b>	
BUSI 2301	Business Law	
SPCH 1315	Public Speaking <b>or</b>	
SPCH 1321	Business & Professional Speech	3
<b>Total Hours</b>		<b>15</b>

**Second Semester**

BUSG 2309	Small Business Management	3
BUSG 1381	Cooperative Education II, Business	3
BUSI 2304	Business Report Writing & Correspondence	3
BMGT 1341	Business Ethics	3
XXXX x3xx	Creative Arts Core	
	Choose from ARTS 1301, DRAM 1310, MUSI 1306, or MUSI 1310	3
<b>Total Hours</b>		<b>15</b>

\*Prerequisites: See [Course Descriptions](#). **Total hours for Degree** **60**

Capstone/Field Experience: BUSG 1381 – Cooperative Education II, Business

## Level 1 Certificate in Business Management Development (Business Pathway)

**First Semester**

BUSI 1301	Business Principles	Credit Hrs	3
POFT 1301	Business English		3
BCIS 1305	Business Computer Applications		3
POFT 1321	Business Math		3
HRPO 1311	Human Relations		3
<b>Total Hours</b>			<b>15</b>

**Second Semester**

BMGT 1327	Principles of Management	3
BUSG 1380	Cooperative Education I, Business	3
BUSG 2309	Small Business Management	3
BUSI 2304	Business Report Writing & Correspondence	3
MRKG 2349	Advertising and Sales Promotion	3
<b>Total Hours</b>		<b>15</b>
<b>Total hours for Certificate</b>		<b>30</b>

Capstone Course: BUSG 1380 – Cooperative Education I, Business

## **Child and Family Development**

A degree in Child and Family Development provides an in-depth understanding of varied career opportunities in the profession through course studies. A career in Child and Family Development is very rewarding. It requires a person with a positive self-concept, who is energetic and reliable, and genuinely enjoys working with children and their families.

Students will have hands-on supervised experiences with children from birth to 13 years of age and will apply knowledge that they have attained in the classroom. Students will engage in field experiences at an approved licensed/accredited childcare facility or public/private school in the community.

The Associate of Applied Science degree can be completed in two years by attending full time and following the degree plan. The certificate may be completed in one year if attending full-time.

The Child and Family Development program at Angelina College transfers up to 65 credits to Stephen F. Austin State University towards the Bachelor of Science in Human Development and Family Studies. Students transferring to Stephen F. Austin State University typically complete the Bachelor of Science degree in two years.

### **Required Field Experience Participation Criteria Child and Family Development**

1. All students must be in compliance with Texas department of Family and Protective Services, Licensing Division state personnel qualifications as stated in the Minimum Standards for Child-Care Centers § 746.1103. These requirements include:
  - a. A current clear TB test.
  - b. An acceptable criminal history and central registry background check.
  - c. A Notarized Licensing Affidavit for Applicants for Employment form.
  - d. Completion of 24-hours pre-service training (offered at the beginning of each semester).
  - e. Completion of orientation to the Field Experience Site.
2. Must comply with all other Child and Family Development requirements as identified in the course syllabi and Field Experience contract, or otherwise required by the instructor in writing.
3. In courses that require a Field Experience, the following guidelines will be followed in regard to field experience placement:
  - a. Field Experience may be conducted at an approved site within the student's local area such as childcare facilities or public/private schools which are licensed or accredited, as appropriate.
  - b. Field experiences may be conducted at student's place of employment (licensed childcare centers or accredited public/private school).
  - c. All field experience supervisors must agree to provide feedback to Angelina College Child and Family instructors.

### **Child and Family Development Career Pathways**

The Child and Family Field is diverse and exciting! Child and Family Development Professionals are in various settings working with infants, children, youth, and adults. Employment opportunities are as follows, but not limited to:

**CDA PROGRAM**WORKFORCE CAREER OPPORTUNITIES:

- Teacher
- Classroom Aid

**CHILD AND FAMILY LEVEL 1 CERTIFICATE**WORKFORCE CAREER OPPORTUNITIES:

- Master Teacher
- Site Supervisor
- Children with Special Needs Teacher
- Infant/Toddler Teacher
- School Age Program Teacher
- Head Start Teacher/Administrator/Aide
- Assisted Living Aid
- Pregnancy Care Worker
- Women Shelter Advocate
- Children's Camp Counselor
- Food Assistant Counselor/Trainer

**CHILD AND FAMILY LEVEL 1 ADMINISTRATIVE CERTIFICATE**WORKFORCE CAREER OPPORTUNITIES:

- Director

**CHILD AND FAMILY ASSOCIATE OF APPLIED SCIENCE**WORKFORCE CAREER OPPORTUNITIES:

- Early Childhood Interventions
- Children/Adult Protective Services
- Foster Care Agency
- Child Welfare
- Community Education
- Military Family Support Services
- Family Advocate
- Community Educator
- Victims Advocate
- Intake Coordinator
- Family Financial Counselor
- Eligibility Specialist
- Texas Works Advisor

**CHILD AND FAMILY BACHELOR OF SCIENCE**WORKFORCE CAREER OPPORTUNITIES:

- Child Life Specialist
- Children/Adult Protective Services
- Court Appointed Special Service
- Forensic Interviewer
- Child Care Programs Mentor
- Child Care Trainer
- After School Programs Coordinator
- Child Care Licensing Inspector
- Educational Specialist
- Texas School Teacher\* (additional certification exam required).

\*For more information visit: [www.texasteachers.org](http://www.texasteachers.org). Alternative Certifications available for EC-12<sup>th</sup> grade including generalist and specific subject areas

**CHILD AND FAMILY MASTER'S DEGREE**WORKFORCE CAREER OPPORTUNITIES:

- Community College Instructor
- Principal
- Master Trainer
- Administrator

## Associate of Applied Science in Child and Family Development (Education Pathway)

This is designed to provide students with a degree in Child and Family Development that will open job opportunities for graduates. This is designed for entry-level, intermediate level, and/or advanced teacher/advocates. The AAS – Child and Family Development introduces students to teaching, parenting styles, educational philosophies, health, safety, nutrition, community involvement, developmentally appropriate practices and environments from birth through age 13, positive guidance and children with special needs. Students are required to take the Texas Success Initiative (TSI) assessment to successfully demonstrate college readiness, unless otherwise exempt.

The purpose of the Child and Family Development Associates degree is to prepare the students, academically, for direct entry into many positions available in the Child and Family Development profession. The students may also choose to transfer to one of the many colleges and universities that offer a Bachelor's of Applied Science or baccalaureate and graduate programs in the field of Child and Family Development.

### Associate of Applied Science in Child and Family Development

#### First Year

First Semester			Credit Hrs
STSU 0300	Student Success		3
TECA 1354	Child Growth & Development		3
CDEC 1413	Curriculum Resources for Early Childhood Programs		4
SPCH 1318	Interpersonal Communication		3
ENGL 1301	Composition I		3
<b>Total Hours</b>			<b>13</b>

#### Second Semester

TECA 1318	Wellness of the Young Child		3
TECA 1303	Families, School and Community		3
ENGL 1302	Composition II		3
PSYC 2301	General Psychology		3
XXXX x3xx	Creative Arts Core		
	Choose from ARTS 1301, DRAM 1310, MUSI 1306, or MUSI 1310		3
<b>Total Hours</b>			<b>15</b>

#### Second Year

##### First Semester

CDEC 1419	Child Guidance		4
CDEC 1421	The Infant & Toddler		4
GOVT 2306	Texas Government		3
XXXX xxxx	Life & Physical Science Core		
	Choose from BIOL 1408, BIOL 1409, BIOL 1411, CHEM 1305 + 1105, or CHEM 1411		4
<b>Total Hours</b>			<b>15</b>

**Second Semester**

CDEC 1458	Creative Arts for Early Childhood	4
CDEC 1359	Children with Special Needs	3
CDEC 2426	Administration of Programs for Children I	4
TECA 1311	Educating Young Children	3
GOVT 2305	Federal Government	3
<b>Total Hours</b>		<b>17</b>
<b>Total Hours for Degree</b>		<b>60</b>

Capstone: TECA 1311 Educating Young Children

Technical Math courses (TECM) do not satisfy the core general education Life & Physical Science/Mathematics requirement.

## Level 1 Administrative Certificate in Child and Family Development

(Education Pathway)

This certificate is designed for students who are seeking an administration position in the child and family field. This certificate provides the educational requirements that a person should have according to the Texas Health and Human Services Department of Family and Protective Services Child Care Licensing. The courses included in this certificate will aid in the process to become a director/administrator at a childcare facility, licensed childcare home and other Child and Family Development professions as regulated by the State of Texas. Basic child and family development skills using educational philosophies, health, safety, nutrition, community involvement, developmentally appropriate practices, activities and environments from birth through age 13, positive guidance and children with special needs as well as two additional business-related courses as deemed appropriate by its content to meet educational needs to better prepare and equip students for an administrative role are all content areas covered extensively. This certificate will prepare students for administrative jobs in and related to the field of Child and Family Development.

**First Year**

<b>First Semester</b>		<b>Credit Hrs</b>
CDEC 1413	Curriculum Resources for Early Childhood Programs	4
CDEC 1419	Child Guidance	4
CDEC 1421	The Infant & Toddler	4
TECA 1354	Child Growth & Development	3
<b>Total Hours</b>		<b>15</b>

**Second Semester**

CDEC 1359	Children with Special Needs	3
CDEC 2426	Administration of Programs for Children I	4
TECA 1311	Educating Young Children	3
TECA 1318	Wellness of the Young Child	3
HRPO 2301	Human Resources Management <b>or</b>	
BMGT 1301	Supervision <b>or</b>	
BMGT 1327	Principles of Management	3
<b>Total Hours</b>		<b>16</b>
<b>Total hours for Certificate</b>		<b>31</b>

Capstone Course: TECA 1311- Educating Young Child

## Level 1 Certificate in Child and Family Development

(Education Pathway)

This certificate is designed for the beginning or seasoned Child and Family educator/advocate. It introduces students to basic child and family development skills using educational philosophies, health, safety, nutrition, community involvement, developmentally appropriate practices, activities and environments from birth through age 13, positive guidance and children with special needs. This certificate will prepare student for jobs in and related to Child and Family Development.

<b>First Semester</b>			<b>Credit Hrs</b>
CDEC 1413	Curriculum Resources for Early Childhood Programs		4
CDEC 1419	Child Guidance		4
CDEC 1421	The Infant & Toddler		4
TECA 1354	Child Growth & Development		3
<b>Total Hours</b>			<b>15</b>

<b>Second Semester</b>			
CDEC 1359	Children with Special Needs		3
TECA 1318	Wellness of the Young Child		3
TECA 1303	Families, School and Community		3
CDEC 1458	Creative Arts for Early Childhood		4
TECA 1311	Educating Young Children		3
<b>Total Hours</b>			<b>16</b>
<b>Total Hours for Certificate</b>			<b>31</b>

Capstone Course: TECA 1311- Educating Young Child



## Level 1 Certificate in Child Development Associate (CDA) (Education Pathway)

The Child Development Associate (CDA) Credential™ is the most widely recognized credential in early childhood education (ECE) and is a key stepping stone on the path of career advancement in ECE. This national credential is obtained through the Child Development Associate (CDA) National Credentialing Program, which is administered by the Council for Professional Recognition. The Child Development Associate (CDA) Credential™ is based on a core set of competency standards, which guide early care professionals as they work toward becoming qualified teachers of young children. The Council works to ensure that the nationally transferable CDA is a credible and valid credential, recognized by the profession as a vital part of professional development. CDAs have knowledge of how to put the CDA Competency Standards into practice and understanding of why those standards help children move with success from one developmental stage to another. Put simply, CDAs know how to nurture the emotional, physical, intellectual, and social development of children. The credential may be obtained for one of four settings:

- Infant/toddler (birth - 36 months)
- Family childcare (birth – 5 years old)
- Preschool (3 – 5 years old)
- Home visitor

Candidates may apply for one credential at a time. Another application, fee, and assessment process must be completed when applying for an additional credential. This credential expires three years from the award date and needs to be renewed. It may only be renewed for the original setting, age-level endorsement, and specialization.

First Semester		Credit Hrs
CDEC 1417	Child Development Associate Training I	4
CDEC 2422	Child Development Associate Training II	4
<b>Total Hours</b>		<b>8</b>
Second Semester		Credit Hrs
CDEC 2424	Child Development Associate Training III	4
CDEC 1413	Curriculum Resources for Early Childhood Programs	4
<b>Total Hours</b>		<b>8</b>
<b>Total Hours for Certificate</b>		<b>16</b>

# Computer Information Systems

## Associate of Applied Science in CIS – Programmer/Analyst (Technology Pathway)

### First Year

#### First Semester

			Credit Hrs
ITSC	1301	Intro to Computers	3
ITSE	1302	Computer Programming	3
ITNW	1325*	Fundamentals of Networking Technology	3
BUSI	1301	Business Principles	3
ENGL	1301	Composition I	3
STSU	0300	Student Success	0
<b>Total Hours</b>			<b>15</b>

#### Second Semester

ITSE	1307*	Intro to C++	3
ITSE	1331*	Intro to Visual Basic Programming	3
ITSE	1350*	Systems Analysis & Design I	3
MATH	1324*	Math for Business & Social Science	3
XXXX	x3xx	Creative Arts Core	
		Choose from ARTS 1301, DRAM 1310, MUSI 1306, or MUS 1310	3
<b>Total Hours</b>			<b>15</b>

### Second Year

#### First Semester

ITSW	1307	Intro to Database	3
ITSW	1304	Intro to Spreadsheets	3
ITSY	1342	Information Technology Security	3
ACCT	2301	Principles of Financial Accounting	3
SPCH	1318	Interpersonal Communication	3
<b>Total Hours</b>			<b>15</b>

#### Second Semester

ITSE	2317*	Java Programming	3
ITSE	1333	Mobile Applications Development	3
ITSC	2380*	Coop, Computer & Info Sciences <b>or</b>	
ITSC	2339*	Personal Computer Help Desk	3
ECON	2301	Principles of Macroeconomics	3
ACCT	2302	Principles of Managerial Accounting	3
<b>Total Hours</b>			<b>15</b>
<b>Total hours for Degree</b>			<b>60</b>

\*Prerequisites: See [Course Descriptions](#).

Capstone/field experience: ITSC 2380 Coop, Computer & Information Sciences, or ITSC 2339, Personal Computer Help Desk.

## Level 1 Certificate in CIS – Computer Programmer Specialist (Technology Pathway)

<b>First Semester</b>			<b>Credit Hrs</b>
ITSW	1304	Introduction to Spreadsheets	3
ITSE	1350	System Analysis and Design	3
ITSC	1301	Introduction to Computers	3
ITSE	1302	Computer Programming	3
BUSI	1301	Business Principles	3
<b>Total Hours</b>			<b>15</b>
<b>Second Semester</b>			
ITSE	1331*	Introduction to Visual Basic Programming	3
ITSE	1307*	Introduction to C++ Programming	3
ITSE	2317*	Java Programming	3
ITSY	1342	Information Technology Security	3
ITSC	2380	Cooperative Education, Computer and Information Sciences <b>or</b>	
ITSC	2339	Personal Computer Help Desk Support	3
<b>Total Hours</b>			<b>12</b>
<b>Total Hours for Certificate</b>			<b>27</b>

\*Prerequisites: See [Course Descriptions](#).

Capstone/field experience: ITSC 2380 – Coop. Computer & Information Sciences or ITSC 2339 – Personal Computer Help Desk

## Associate of Applied Science in CIS – Network Support Technician (Technology Pathway)

### First Year

First Semester			Credit Hrs
ITNW	1325*	Fundamentals of Networking Technologies	3
ITCC	1414	CCNA 1: Introduction to Networks	4
CPMT	1311*	Intro to Computer Maintenance	3
LOTT	1301*	Intro to Fiber Optics	3
ENGL	1301	Composition I	3
STSU	0300	Student Success	0
<b>Total Hours</b>			<b>16</b>

### Second Semester

ITNW	1408*	Implementing & Supporting Client Operating Systems	4
ITCC	1444*	CCNA 2: Switching, Routing, and Wireless Essentials	4
ITSE	1302	Computer Programming	3
SPCH	1315	Public Speaking	3
ITSC	1307	UNIX Operating Systems I <b>or</b>	
CPMT	2350*	Industry Certification Preparation	3
<b>Total Hours</b>			<b>17</b>

### Second Year

#### First Semester

ITNW	1454*	Implementing & Supp. Servers	4
ITSY	2400*	Operating System Security	4
ITCC	2420*	CCNA 3: Enterprise Networking, Security, and Automation	4
ITSE	1307*	Intro to C++ Programming <b>or</b>	
ITSE	1331*	Introduction to Visual Basic Programming <b>or</b>	
ITSE	2317*	Java Programming	3
<b>Total Hours</b>			<b>15</b>

#### Second Semester

ECON	2301	Principles of Macroeconomics	3
ITSC	2380*	Coop. Educ., Computer & Info. Sciences, General <b>or</b>	
ITSC	2339*	Personal Computer Help Desk Support	3
MATH	1314*	College Algebra <b>or</b>	
MATH	1324*	Math for Business & Social Science	3
XXXX	x3xx	Creative Arts Core	
		Choose from ARTS 1301, DRAM 1310, MUSI 1306, or MUSI 1310	3
<b>Total Hours</b>			<b>12</b>
<b>Total hours for Degree</b>			<b>60</b>

\*Prerequisites: See [Course Descriptions](#).

Capstone/Field Experience: ITSC 2380 – Coop, Computer and Information Sciences General, or ITSC 2339 – Personal Computer Help Desk Support

## Level 1 Certificate in CIS – Network Administration

(Technology Pathway)

First Semester			Credit Hrs
ITNW	1325*	Fundamentals of Networking Technologies	3
ITNW	1408*	Implementing and Supporting Client Operating Systems	4
ITNW	1454*	Implementing and Supporting Servers	4
Total Hours			11
Second Semester			
ITSY	2400*	Operating System Security	4
ITSC	2380*	Cooperative Education, Computer and Information Sciences or	
ITSC	2339*	Personal Computer Help Desk Support	3
Total Hours			7
Total Hours for Certificate			18

Capstone/Field Experience: ITSC 2380 – Coop, Computer and Information Sciences General, or ITSC 2339 – Personal Computer Help Desk Support

## Level 1 Certificate in CIS – Microcomputer Applications & Operations

(Technology Pathway)

First Semester			Credit Hrs
ITSC	1301	Introduction to Computers	3
ITSW	1304	Introduction to Spreadsheets	3
ITSW	1307	Introduction to Database	3
ITSW	1310	Introduction to Presentation Graphics Software	3
ITSW	1301*	Introduction to Word Processing	3
Total Hours for Certificate			15

\*Prerequisites: See [Course Descriptions](#)

Capstone Course: ITSW 1310 – Introduction to Presentation Graphics Software

## Criminal Justice

(Public Safety Pathway)

The purpose of the Criminal Justice Associate program is to prepare the student, academically, for direct entry into many positions available in the Criminal Justice profession. The student may also choose to transfer to one of many colleges and universities that offer Bachelor of Applied Science or baccalaureate and graduate programs in the field of Criminal Justice.

### Criminal Justice Field of Study

Senate Bill 148 of the 75<sup>th</sup> Texas Legislature (1997) mandated Field of Study curricula. The field of study curricula, along with core curricula, are intended to facilitate transferability of courses among Texas public colleges and universities. All public four-year institutions are required to accept Coordinating Board approved field of study courses in fulfillment of lower-division requirements for bachelor's degrees in majors that correspond to the field of study.

Core Curriculum and Field of Study for Criminal Justice is designed for students seeking a bachelor's degree BA or BS.

The following set of courses is designed to apply to the bachelor's degree deemed appropriate by the awarding institution. The field of study curriculum is furthermore intended to serve as a guide for community and technical colleges in structuring a transfer curriculum in criminal justice.

Fields of study are valid only when no course substitutions are made.

Requirements: 36-48 hours academic major, 21 hours must be upper division level. The lower division degree requirements must include 15 hours of Criminal Justice courses consisting of the following:

CRIJ 1301	Introduction to Criminal Justice
CRIJ 1306	Court Systems & Practices
CRIJ 1310	Fundamentals of Criminal Law
CRIJ 2313	Correctional Systems and Practices
CRIJ 2328	Police Systems & Practices

The field of study includes, in addition to the five specified courses, up to an additional six hours of transfer courses from the Academic Course Guide Manual, specified by a local agreement, or an additional six semester credit hours at the receiving institution, as long as the additional coursework does not duplicate content already covered in the other Field of Study courses.

#### **Core Curriculum Courses**

Select courses from the Core Curriculum **Semester Credit Hours 42**

*Students should visit with an advisor regarding transfer to a specific college or university.*

#### **<sup>1</sup>Criminal Justice Field of Study 15**

CRIJ 1301	Introduction to Criminal Justice
CRIJ 1306	Court Systems & Practices
CRIJ 1310	Fundamentals of Criminal Law
CRIJ 2313	Correction Systems and Practices
CRIJ 2328	Police Systems and Practices

**Total Credit Hours 60**

*<sup>1</sup>Note: Up to a total of 3 additional semester credit hours of criminal justice-related lower-division course work may be transferred by local agreement OR required by the receiving institution, as long as the additional credit does not duplicate any other requirement.*

## Associate of Applied Science in Criminal Justice (Public Safety Pathway)

### First Year

First Semester			Credit Hrs
ENGL	1301	Composition I	3
GOVT	2305	Federal Government	3
CRIJ	1301 <sup>+</sup>	Introduction to Criminal Justice	3
CRIJ	1306 <sup>+</sup>	Court Systems & Practices	3
STSU	0300	Student Success	0
XXXX	x3xx	Creative Arts Core	
		Choose from ARTS 1301, DRAM 1310, MUSI 1306, or MUSI 1310	3
PHED	11xx	Physical Activity Course	1
<b>Total Hours</b>			<b>16</b>

### Second Semester

CRIJ	1310 <sup>+</sup>	Fundamentals of Criminal Law	3
CRIJ	1313	Juvenile Justice System	3
ENGL	1302	Composition II	3
MATH	1314	College Algebra <b>or</b>	
	MATH1342	Elementary Statistics	3
SOCI	1301	Introduction to Sociology <b>or</b>	
PSYC	2301	General Psychology	3
PHED	x1xx	Physical Activity Course	1
<b>Total Hours</b>			<b>16</b>

### Second Year

#### First Semester

SPCH	1318	Interpersonal Communication	3
GOVT	2306	Texas Government	3
CRIJ	1307	Crime in America	3
CRIJ	2313 <sup>+</sup>	Correctional Systems & Practices	3
CRIJ	2314	Criminal Investigation	3
<b>Total Hours</b>			<b>15</b>

#### Second Semester

CRIJ	2323	Legal Aspects of Law Enforcement	3
CRIJ	2328 <sup>+</sup>	Police Systems & Practices	3
CRIJ	2301	Community Resources in Corrections	3
XXXX	xxxx	Life & Physical Sciences Core	
		Choose from BIOL 1408, BIOL 1409, CHEM 1411, or CHEM 1305+1105	3
<b>Total Hours</b>			<b>13</b>
<b>Total Hours for Degree</b>			<b>60</b>

Comments Capstone: CRIJ 2323 Legal Aspects of Law Enforcement

Technical Math courses (TECM) do not satisfy the core general education Life & Physical Science/Mathematics requirement.

<sup>+</sup> Denotes courses included in the Criminal Justice Field of Study.

## Level 1 Certificate in Criminal Justice Core

(Public Safety Pathway)

### First Year

#### First Semester

		Credit Hrs
CRIJ	1301 <sup>+</sup> Introduction to Criminal Justice	3
CRIJ	1306 <sup>+</sup> Court Systems & Practices	3
CRIJ	2313 <sup>+</sup> Correctional Systems and Practices	3
<b>Total Hours</b>		<b>9</b>

### Second Year

#### First Semester

CRIJ	1310 <sup>+</sup> Fundamentals of Criminal Law	3
CRIJ	2328 <sup>+</sup> Police Systems and Practices	3
<b>Total Hours</b>		<b>6</b>
<b>Total Hours for Certificate</b>		<b>15</b>

<sup>+</sup> Denotes courses included in the Criminal Justice Field of Study.



# Diagnostic Medical Sonography

## Associate of Applied Science

The college offers a cooperative program with area hospitals that is designed to provide understanding, proficiency, and skill in diagnostic medical sonography. Upon completion of the program, the successful student is awarded an Associate of Applied Science Degree and meets the requirements set by the American Registry for Diagnostic Medical Sonography (ARDMS) to apply for their licensure examination.

The program curriculum provides a balance of didactic and technical courses which affords each student individual opportunities for educational development and clinical competence. The student must achieve a minimum grade of “C” in all sonography courses or be dropped from the program.

***Program admission to the Diagnostic Medical Sonography program is offered only in even years.***

### Program Accreditation

Angelina College Diagnostic Medical Sonography Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), 25400 US Highway 19 North, Suite 158, Clearwater, FL, 33763, (phone: 727-210-2350, [www.caahep.org](http://www.caahep.org)).

### Admission Criteria

#### Diagnostic Medical Sonography Program

1. Application and acceptance to Angelina College.
2. Must be Texas Success Initiative (TSI) complete.
3. Attend a mandatory sonography program information session to obtain a program application and program information. Dates for these sessions are posted in HC-II and on the Angelina College website under “Health Careers”.
4. Program application must be submitted, completed physical health form, receive appropriate immunizations as mandated by the Texas Department of State Health Services for health care workers, and provide proof of current 2-year American Heart Association CPR card no later than July 15<sup>th</sup> each accepting year for August consideration. **All requested information must be received by the program in order for the application to be complete.** The hepatitis B series (3 shots in 6 months) must be completed by the first clinical day of the first semester.
5. Official college transcripts must be submitted in the Application Packet. College transfer students must submit official transcripts from all colleges attended.
6. Complete all prerequisite courses with a grade of “C” or better prior to designated date:

BIOL 2404 – Human A&P (General)

ENGL 1301 – Composition

PSYC 2301 – General Psychology

MATH 1314 – College Algebra

PHYS 1305 – Elementary Physics

DMSO 1210 – Introduction to Sonography

**Prerequisite courses may be taken only twice for selection consideration. If a prerequisite course is taken more than twice, only the second grade will be calculated in the cumulative GPA for prerequisite courses.**

7. “Conditional” acceptance into the diagnostic medical sonography program is limited. Applicants will be ranked and selected based on the following criteria:
  - a. Completion of ALL requirements by published deadlines.

- b. Cumulative GPA in BIOL 2404, ENGL 1301, PSYC 2301, MATH 1314, PHYS 1305, and DMSO 1210. Applicants will be ranked according to the cumulative GPA of the prerequisite courses following the completion of the second Summer semester. Twenty (20) applicants with the highest GPA in the prerequisite courses will be scheduled for a personal interview.
  - c. Program admission is based upon a point value system. The point value system is posted on the Angelina College website on the Health Careers page.
8. Applicants will be notified on “conditional” acceptance decisions by the end of the second summer session via student email.
9. Background check and random drug screen are required upon “conditional” acceptance and performed at the student’s expense. These are completed with agencies designated by the program.
10. The drug screen and background check must be successful/negative to receive “full” acceptance into the Sonography program.

### **Diagnostic Medical Sonography Mission and Philosophy**

The Diagnostic Medical Sonography Program, in concert with the mission and philosophy of Angelina College, is committed to provide a quality and comprehensive education in general sonography for preparation in the profession. Through didactic information, educational resources, and a variety of clinical experiences, the program is designed to develop competent, responsible, and independent sonography professionals. The program’s mission is also supported by a dedicated team of experienced faculty, sonographers, and physicians who encourage and model life-long learning in diagnostic medical sonography.

### **Program Learning Outcomes**

Upon completion of an Associate of Applied Science degree in Diagnostic Medical Sonography, the graduate should possess the knowledge and skills to implement safe, competent, entry level skills in sonography. The graduate will accomplish this by the following:

- a. Demonstrate entry level competency for employment in the profession.
- b. Utilize critical thinking skills as a basis for decision making in the role of the sonographer.
- c. Employ professional judgment and discretion while adhering to the professional code of ethics and standard of practice.
- d. Utilize effective oral and written communication
- e. Demonstrate awareness of the need for life-long learning and professional growth.

### **Goals**

- To prepare competent entry-level general sonographers in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.
- To produce graduates who meet the requirements set by the American Registry for Diagnostic Medical Sonography certification examination upon completion of the program.
- To seek new community partnerships for clinical practice as needs are identified according to student growth and the addition of advanced modality certificate programs.
- To provide students with both academic and clinical instruction in the field of Diagnostic Medical Sonography in order to meet the employment needs of the graduate and of the medical communities.
- To foster and promote the pursuit of life-long learning and professional growth in each student.

### **Licensure Requirements**

Students considering this program are advised that any conviction of a felony or misdemeanor charge (other than a minor traffic violation/DWI **is not** a minor traffic violation) can make them ineligible for

certification by the ARDMS. The ARDMS is the only agency that can address whether they will or will not allow an individual with a criminal record to write the examination. If in doubt, students should investigate the possibilities with the ARDMS at [www.ardms.org](http://www.ardms.org) or (301) 738-8401.

## Associate of Applied Science in Diagnostic Medical Sonography (Health Professions Pathway)

### First Year

#### Summer I Session

		Credit Hrs
ENGL	1301 Composition	3
BIOL	2404 General Human Anatomy & Physiology	4
PHYS	1305 Elementary Physics	3
<b>Total Hours</b>		<b>10</b>

#### Summer II Session

PSYC	2301 General Psychology	3
MATH	1314 College Algebra	3
DMSO	1210 Introduction to Sonography	2
<b>Total Hours</b>		<b>8</b>

#### Fall Semester

STSU	0300 Student Success	0
DMSO	1266* Practicum (or Field Experience)	2
DMSO	1351* Sonographic Sectional Anatomy	3
DMSO	1441* Abdominopelvic Sonography	4
DMSO	1342* Intermediate Ultrasound Physics	3
<b>Total Hours</b>		<b>12</b>

#### Spring Semester

DMSO	1267* Practicum (or Field Experience)	2
DMSO	2353* Sonography of Superficial Structures	3
DMSO	2405* Sonography of Obstetrics/Gynecology	4
<b>Total Hours</b>		<b>9</b>

#### Summer II

DMSO	2266* Practicum (or Field Experience)	2
<b>Total Hours</b>		<b>2</b>

### Second Year

#### Fall Semester

DMSO	2366* Practicum (or Field Experience)	3
DMSO	2342* Sonography of High Risk Obstetrics	3
DMSO	2351* Doppler Physics	3
XXXX x3xx	Guided Elective	
	Choose from ARTS 1301, DRAM 1310, MUSI 1310, MUSI 1306, ENGL 2322, ENGL 2323, ENGL 2326, ENGL 2332, or ENGL 2379	3
<b>Total Hours</b>		<b>12</b>

#### Spring Semester

DMSO	2367* Practicum (or Field Experience)	3
DMSO	2230* Advanced Ultrasound and Review	2
DMSO	1455* Sonographic Pathophysiology	4
DSVT	1300* Principles of Vascular Technology	3
<b>Total Hours</b>		<b>12</b>
<b>Total Hours for Degree</b>		<b>65</b>

\*Prerequisites and corequisites required. See [course descriptions](#). Courses must be taken in sequence.

# Diesel Technology

The purpose of the Diesel Technology Program is to educate and prepare students for entry into various diesel technician positions within the diesel industry. The course of study in this program enables students to develop, refine, and enhance diesel technology skills. Students enrolled in the Diesel Technology Program will receive training and education relative to current industry standards. The students will also benefit from the opportunity to gain real-world experience through a cooperative education course with various local industries, which include Local, State, and Federal entities.

## Associate of Applied Science in Diesel Technology *Beginning in August 2020, Pending Approval from SACSCOC*

### First Year

#### First Semester

		Credit Hrs
DEMR 1301	Shop Safety and Procedures	3
DEMR 1405	Basic Electrical Systems	4
DEMR 1406	Diesel Engine I	4
DEMR 1413	Fuel Systems	4
STSU 0300	Student Success	0
<b>Total Hours</b>		<b>15</b>

#### Second Semester

DEMR 1410	Diesel Engine Testing and Repair I	4
DEMR 1442	Power Train Applications I	4
DEMR 1449	Diesel Engine II	4
DEMR 2432	Electronic Controls	4
<b>Total Hours</b>		<b>16</b>

#### Summer

DEMR 1416	Basic Hydraulics	4
DEMR 2412*	Diesel Engine Testing and Repair II or	
DEMR 2480*	Cooperative Education	4
<b>Total Hours</b>		<b>8</b>

### Second Year

#### First Semester

HRPO 2301	Human Resources Management	3
POFI 1301	Computer Applications I	3
MATH 1332	Contemporary Mathematics or	3
MATH1314	College Algebra or	
PHYS 1305	Elementary Physics	
<b>Total Hours</b>		<b>9</b>

#### Second Semester

ENGL 1301	Composition I	3
SOCI 1301	Introduction to Sociology	3
SPCH 1318	Interpersonal Communication	3
XXXX 13xx	Creative Arts Core	
	Choose from ARTS 1301, DRAM 1310, MUSI 1306, or MUSI 1310	3
<b>Total Hours</b>		<b>12</b>
<b>Total Hours for Degree</b>		<b>60</b>

\*Capstone: DEMR 2312 - Diesel Engine Testing and Repair II or \*DEMR 2380 - Cooperative Education

## Level 1 Certificate in Diesel Technology

(Manufacturing, Logistics, & Transportation Pathway)

### First Year

#### First Semester

	Credit Hrs
DEMR 1301 Shop Safety and Procedures	3
DEMR 1405 Basic Electrical Systems	4
DEMR 1406 Diesel Engine I	4
DEMR 1413 Fuel Systems	4
<b>Total Hours</b>	<b>15</b>

#### Second Semester

DEMR 1410 Diesel Engine Testing and Repair I	4
DEMR 1442 Power Train Applications I	4
DEMR 1449 Diesel Engine II	4
DEMR 2432 Electronic Controls	4
<b>Total Hours</b>	<b>16</b>

#### Summer Semester

DEMR 1416 Basic Hydraulics	4
DEMR 2412* Diesel Engine Testing and Repair II or	
DEMR 2480* Cooperative Education	4
<b>Total Hours</b>	<b>7</b>
<b>Total Hours for Certificate</b>	<b>38</b>

\*Capstone: DEMR 2312 - Diesel Engine Testing and Repair II  
**or** \*DEMR 2380 - Cooperative Education

# Drafting and Design Technology

The drafter is a technician who correlates work between the design and production departments of industry. The drafter's chief function is to prepare working drawings from sketches, written specifications, or field notes furnished by an engineer. The drawings will enable craftsmen and operatives to produce a finished manufactured product or complete a construction project. This program provides both manual and computer-aided drafting experience supplemented with related technical information. The graduate will be qualified for entry-level technician positions in drafting.

## Associate of Applied Science in Drafting and Design Technology (Manufacturing, Logistics, & Transportation Pathway)

### First Year

First Semester			Credit Hrs
DFTG	1409	Basic Computer-Aided Drafting	4
DFTG	1405	Technical Drafting	4
ENGL	1301	Composition	3
DFTG	1325	Blueprint Reading and Sketching	3
STSU	0300	Student Success*	0
<b>Total Hours</b>			<b>14</b>

### Second Semester

TECM	1301	Industrial Mathematics	3
DFTG	1417	Architectural Drafting - Residential	4
DFTG	1433	Mechanical Drafting	4
DFTG	2430	Civil Drafting	4
<b>Total Hours</b>			<b>15</b>

### Second Year

#### First Semester

XXXX	x3xx	Guided Elective Choose from DFTG 2366, ELPT 1411, HYDR 1409, MCHN 1438, or WLDG 1428	3
PHYS	1305	Elementary Physics	3
DFTG	2402	Machine Drafting	4
DFTG	2421	Topographical Drafting	4
XXXX	x3xx	Creative Arts Core Choose from ARTS 1301, MUSI 1306, MUSI 1310, or DRAM 1310	3
<b>Total Hours</b>			<b>17</b>

#### Second Semester

ARCE	2452	Mechanical & Electrical Systems	4
ARCE	1452	Structural Drafting	4
SPCH	1318	Interpersonal Communication <b>or</b>	
	SPCH 1315	Public Speaking	3
SOCI	1301	Introduction to Sociology <b>or</b>	
	PSYC 2301	General Psychology	3
<b>Total Hours</b>			<b>14</b>

**Total Hours for Degree 60**

Notes: DFTG 2486- Internship (Drafting and Design Technology) may be substituted for any third or fourth semester drafting course (DFTG **or** ARCE)

- Capstone Course: ARCE 1452-Structural Drafting **or** DFTG 2486-Internship (Drafting and Design Technology)
- Technical Math courses (TECM) do not satisfy the core general education Life & Physical Science/Mathematics requirement.

## Level 1 Certificate in Drafting and Design Technology (Manufacturing, Logistics, & Transportation Pathway)

### First Year

First Semester			Credit Hrs
STSU	0300	Student Success	3
DFTG	1409	Basic Computer-Aided Drafting	4
DFTG	1325	Blueprint Reading and Sketching	3
DFTG	1405	Technical Drafting	4
ENGL	1301	Composition	3
<b>Total Hours</b>			<b>14</b>

### Second Semester

DFTG	1433	Mechanical Drafting	4
DFTG	1417	Architectural Drafting – Residential	4
DFTG	2430	Civil Drafting	4
TECM	1301	Industrial Mathematics	3
<b>Total Hours</b>			<b>15</b>
<b>Total Hours for Certificate</b>			<b>29</b>

Capstone Course: DFTG 2430- Civil Drafting

## Electromechanical Technology

Electromechanical technology is a diverse area of study, which combines electrical and mechanical systems used in all areas of industry. Mechanical systems include power transmission, fluid power systems (hydraulics and pneumatics) and material handling. Electrical systems include power generation and distribution, as well as machinery controls and process industries. Process industries include chemical and petroleum refining and production.

Also included in this area of study is the specialty of HVAC. Heating Ventilation and Air Conditioning technicians are employed by contractors to install and maintain essential environmental controls required in business and residential settings.

Employment opportunities for all graduates are diverse and are available locally and nationwide. Projected growth trends across the State show increasing demand for graduates with these job skills.

## Associate of Applied Science in Electromechanical Technology – Fluid Power Specialty

(Manufacturing, Logistics, & Transportation Pathway)

The Associate in Applied Science Degree – Fluid Power Specialty is designed for the entry-level, intermediate level, and advanced level fluid power technician or sales associate. The AAS – Fluid Power Specialty Degree introduces students to basic, intermediate and advanced fluid power principles and concepts. Students will develop logical fluid power diagnostic procedures and develop the ability to understand advanced fluid power systems design concepts and diagnostics. The Fluid Power Specialty degree prepares students for various employment opportunities in repair and maintenance, research and

development, and sales/marketing positions in various industries. Students are required to take the Texas Success Initiative (TSI) assessment to demonstrate college readiness, if they are not exempt.

## **Associate of Applied Science in Electromechanical Technology – Fluid Power Specialty** (Manufacturing, Logistics, & Transportation Pathway)

### **First Year**

#### **First Semester**

		<b>Credit Hrs</b>
DFTG	1325 Blueprint Reading and Sketching	3
ELPT	1321 Introduction to Electrical Safety and Tools	3
ENGL	1301 English Composition	3
HYDR	1301 Rigging and Conveying Systems	3
HYDR	1409 Basic Fluid Power I (Hydraulics)	4
STSU	0300 Student Success	0
<b>Total Hours</b>		<b>16</b>

#### **Second Semester**

ENTC	1410 Fluid Mechanics with Applications	4
HYDR	1415 Basic Fluid Power II (Pneumatics)	4
SPCH	1318 Interpersonal Communication	3
TECM	1301 Industrial Math	3
<b>Total Hours</b>		<b>14</b>

### **Second Year**

#### **First Semester**

ENTC	2310 Machine Design	3
HYDR	1350 Hydraulics, Fabrications & Repair	3
HYDR	2455 Hydraulics Proportional & Servo Valves	4
PHYS	1305 Elementary Physics	3
DFTG	1409 Basic Computer Aided Drafting <b>or</b>	
ELPT	1411 Basic Electrical Theory	4
<b>Total Hours</b>		<b>17</b>

#### **Second Semester**

HYDR	2459 Advanced Hydraulics	4
SOCI	1301 Introduction to Sociology	3
HYDR	2330 Fluid Power System Design <b>or</b>	
ELMT	2380 Cooperative Education	3
XXXX	x3xx Creative Arts Core	
	Choose from ARTS 1301, DRAM 1310, MUSI 1306, or MUSI 1310	3
<b>Total Hours</b>		<b>13</b>
<b>Total Hours for Degree</b>		<b>60</b>

Capstone Course: HYDR 2330 Fluid Power System Design

Technical Math courses (TECM) do not satisfy the core general education Life & Physical Science/Mathematics requirement.



## Level 1 Certificate in Electromechanical Technology – Fluid Power Specialty

(Manufacturing, Logistics, & Transportation Pathway)

The Fluid Power Specialty certificate is designed for the entry-level fluid power technician or sales associate. The certificate introduces students to both the basic fluid power principles and to advanced fluid power systems design and diagnostics. The Fluid Power Specialty certificate prepares students for various employment opportunities in repair and maintenance, research and development, and sales/marketing positions in various industries.

### First Year

#### First Semester

		Credit Hrs
DFTG	1325 Blueprint Reading and Sketching	3
ELPT	1321 Introduction to Electrical Safety and Tools	3
ENTC	1410 Fluid Mechanics with Applications	4
HYDR	1409 Basic Fluid Power I (Hydraulics)	4
HYDR	1301 Rigging and Conveying Systems	3
<b>Total Hours</b>		<b>17</b>

#### Second Semester

ENTC	2310 Machine Design	3
HYDR	1350 Hydraulics, Fabrication & Repair	3
HYDR	1415 Basic Fluid Power (Pneumatics)	4
HYDR	2455 Hydraulics Proportional & Servo Valves	4
HYDR	2330 Fluid Power System Design <b>or</b>	
ELMT	2380 Cooperative Education	3
<b>Total Hours</b>		<b>13</b>
<b>Total Hours for Certificate</b>		<b>30</b>

Capstone course: HYDR 2330 Fluid Power System Design

# Associate in Applied Science in Electromechanical Technology – Electrical Technician Specialty

(Manufacturing, Logistics, & Transportation Pathway)

## First Year

### First Semester

			Credit Hrs
ELPT	1321	Introduction to Electrical Safety and Tools	3
ELPT	1411	Basic Electrical Theory	4
ELPT	1441	Motor Control	4
TECM	1301*	Industrial Mathematics	3
SOCI	1301	Introduction to Sociology	3
<b>Total Hours</b>			<b>17</b>

### Second Semester

ELPT	1429	Residential Wiring	4
ELPT	1445	Commercial Wiring	4
DFTG	1325	Blueprint Reading and Sketching	3
ELPT	2319	Programmable Logic Controllers I	3
<b>Total Hours</b>			<b>14</b>

## Second Year

### First Semester

SPCH	1318	Interpersonal Communication	3
ENGL	1301	Composition	3
ELPT	2355	Programmable Logic Controllers II	3
ELPT	2331	AC/DC Drives	3
PHYS	1305	Elementary Physics	3
<b>Total Hours</b>			<b>15</b>

### Second Semester

HYDR	1409	Basic Fluid Power (Hydraulics)	4
ELPT	2449	Industrial Automation	4
ENTC	2310	Machine Design <b>or</b>	
ELMT	2381	Cooperative Education	3
XXXX	x3xx	Creative Arts Core	
		Choose from MUSI 1306, MUSI 1310, ARTS 1301 <b>or</b> DRAM 1310	3
<b>Total Hours</b>			<b>14</b>
<b>Total Hours for Degree</b>			<b>60</b>

Capstone Course: ELPT 2449 (Industrial Automation)

\*Technical Math courses (TECM) do not satisfy the core general education Natural Science/Mathematics requirement.

## Level 1 Certificate in Electromechanical Technology – Electrician Specialty (Manufacturing, Logistics, & Transportation Pathway)

<b>First Semester</b>			<b>Credit Hrs</b>
ELPT	1411	Basic Electrical Theory	4
ELPT	1321	Intro to Electrical Safety and Tools	3
ELPT	1441	Motor Control	4
ELPT	1429	Residential Wiring	4
<b>Total Hours</b>			<b>15</b>
<b>Second Semester</b>			
ELPT	1445	Commercial Wiring	4
TECM	1301*	Industrial Mathematics	3
DFTG	1325	Blueprint Reading and Sketching	3
ELMT	2381	Cooperative Education <b>or</b>	
ELPT	2319	Programmable Logic Controllers I	3
<b>Total Hours</b>			<b>13</b>
<b>Total Hours for Certificate</b>			<b>28</b>

Capstone Course: ELPT 1445 (Commercial Wiring)

\*Technical Math courses (TECM) do not satisfy the core general education Natural Science/Mathematics requirement.

## Level 1 Certificate in Electromechanical Technology Maintenance Technician Specialty (Manufacturing, Logistics, & Transportation Pathway)

<b>First Year</b>			
<b>First Semester</b>			<b>Credit Hrs</b>
TECM	1301	Industrial Mathematics	3
ELPT	1411	Basic Electrical Theory	4
HYDR	1409	Basic Fluid Power I (Hydraulics)	4
<b>Total Hours</b>			<b>11</b>
<b>Second Semester</b>			
XXXX	x4xx*	Electromechanical Elective	4
XXXX	xxxx*	Electromechanical Elective	3-4
<b>Total Hours</b>			<b>7-8</b>
<b>Total Hours for Certificate</b>			<b>18-19</b>

Technical Math Course (TECM) does not satisfy the core general education Natural Science/Mathematics requirement.

\*Electromechanical Elective Options:

ELPT 1429 – Residential Wiring  
 ELPT 1441 – Motor Controls  
 ELPT 1445 – Commercial Wiring  
 HYDR 1415 – Basic Fluid Power II  
 (Pneumatics)

HYDR 2459 – Advanced Hydraulics  
 MCHN 1438 – Machining I  
 WLDG 1428 – Intro to Shielded Metal  
 Arc Welding

## Electronics Technology

Electronics technicians are employed in many sectors of business to include: forest products, defense, medical, communications and government. The technician's jobs include medical equipment maintenance, plant maintenance, aircraft maintenance, manufacturing, automotive, and research. Networking technicians trained in electronics serve in a wide range of jobs. Training for electronic

technicians must include mathematics, science, computer maintenance, networking, basic and advanced electronic theories.

The curriculum provides a career path sequence of courses and awards that build upon each other. All courses in the level one certificate are also applicable to the degree.

**Associate of Applied Science in Electronics Technology**  
**Applications of Embedded Controllers – Internet of Things (Networking)**  
 (Manufacturing, Logistics, & Transportation Pathway)

**First Year**

<b>First Semester</b>			<b>Credit Hrs</b>
STSU 0300	Student Success		3
ITCC 1414	CCNA 1: Introduction to Networks		4
CETT 1409	DC-AC Circuits		4
CETT 1325	Digital Fundamentals		3
CPMT 1311	Introduction to Computer Maintenance		3
TECM 1301	Industrial Mathematics		3
<b>Total Hours</b>			<b>17</b>

**Second Semester**

ENGL 1301	Composition		3
SPCH 1318	Interpersonal Communication		3
CETT 1349	Digital Systems		3
ITCC 1444	CCNA 2: Switching, Routing, and Wireless Essentials		4
CPMT 2350	Industry Certification Preparation		3
<b>Total Hours</b>			<b>16</b>

**Second Year**

<b>First Semester</b>			
LOTT 1301	Introduction to Fiber Optics		3
SOCI 1301	Introduction to Sociology		3
ITCC 2420	CCNA 3: Enterprise Networking, Security, and Automation		4
CETT 2435	Advanced Microprocessors		4
XXXX x3xx	Creative Arts Core		
	Choose from ARTS 1301, DRAM 1310, MUSI 1306, or MUSI 1310		3
<b>Total Hours</b>			<b>17</b>

**Second Semester**

CETT 1457	Linear Integrated Circuits		4
PHYS 1305	Elementary Physics		3
CETT 2337	Microcomputer Control or		
CETT 2381	Cooperative Education		3
<b>Total Hours</b>			<b>10</b>
<b>Total Hours for Degree</b>			<b>60</b>

Capstone Course: ITCC 2420 – CCNA 3: Enterprise Networking, Security, and Automation  
 Technical Math courses (TECM) do not satisfy the core general education Life & Physical Science/Mathematics requirement.

## Level 1 Certificate in Electronics Technology - Networking Specialty (Technology Pathway)

<b>First Semester</b>			<b>Credit Hrs</b>
ITCC	1414	CCNA 1: Introduction to Networks	4
TECM	1301	Industrial Mathematics	3
CETT	1409	DC-AC Circuits	4
CETT	1325	Digital Fundamentals	3
<b>Total Hours</b>			<b>14</b>
<b>Second Semester</b>			
ITCC	1444	CCNA 2: Switching, Routing, and Wireless Essentials	4
CETT	1349	Digital Systems	3
<b>Total Hours</b>			<b>7</b>
<b>Third Semester</b>			
ITCC	2420	CCNA 3: Enterprise Networking, Security, and Automation	4
CETT	2337	Microcomputer Control	3
<b>Total Hours</b>			<b>7</b>
<b>Total Hours for Certificate</b>			<b>28</b>

Capstone Course: ITCC 2420 – CCNA 3: Enterprise Networking, Security, and Automation

## Level 1 Certificate in Electronics Technology - Basic Networking Specialty (Technology Pathway)

<b>First Semester</b>			<b>Credit Hrs</b>
ITCC	1414	CCNA 1: Introduction to Networks	4
CETT	1325	Digital Fundamentals	3
<b>Total Hours</b>			<b>7</b>
<b>Second Semester</b>			
ITCC	1444	CCNA 2: Switching, Routing, and Wireless Essentials	4
ITCC	2420	CCNA 3: Enterprise Networking, Security, and Automation	4
<b>Total Hours</b>			<b>8</b>
<b>Total Hours for Certificate</b>			<b>15</b>

Capstone Course: ITCC 2420 – CCNA 3: Enterprise Networking, Security, and Automation

## **Level 1 Certificate in Electronics Technology – Computer Maintenance** (Technology Pathway)

### **First Year**

#### **First Semester**

			<b>Credit Hrs</b>
POFI	1301	Computer Applications I	3
CPMT	1311	Introduction to Computer Maintenance	3
TECM	1301	Industrial Mathematics	3
<b>Total Hours</b>			<b>9</b>

#### **Second Semester**

CETT	1409	DC-AC Circuits	4
CETT	1325	Digital Fundamentals	3
CPMT	2350	Industry Certification Preparation	3
<b>Total Hours</b>			<b>10</b>
<b>Total Hours for Certificate</b>			<b>19</b>

Capstone Course: CETT 1325 Digital Fundamentals

## **Emergency Medical Services Program**

The EMSP programs at Angelina College include curricula that meet and/or exceed the Texas Department of State Health Services (TDSHS) standards for certification in emergency medical services. The College offers a cooperative program with the Lufkin and Nacogdoches hospitals, Nacogdoches County EMS, the City of Lufkin Fire Department/EMS, and Americare/Allegiance EMS Livingston, designed to provide understanding, proficiency and skill in Emergency Medical Services.

**All students wishing to take any EMSP course MUST make application to the program and have the approval of the Program Director PRIOR to registration.**

### **Program Accreditation**

Angelina College Emergency Medical Services Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), 25400 US Highway 19 North, Suite 158, Clearwater, FL, 33763, (phone: 727-210-2350, [www.caahep.org](http://www.caahep.org)).

## Program Student Learning Outcomes

Upon completion of the Emergency Medical Services Program, the graduate should possess the knowledge and skills to:

1. Demonstrate entry level competencies for employment in the profession by functioning as an interdependent member of the pre-hospital health care team and demonstrating leadership in a team setting.
2. Paramedics will employ professional judgment and discretion and adhere to the standard of care.
3. Communicate, in writing, pertinent information concerning the patient to the health care provider receiving the patient.
4. Integrate all information to date to establish a field clinical impression (diagnosis).
5. Integrate all information from the patient's history and examination findings to select and implement the appropriate patient care.

## Emergency Medical Services Program Admission Criteria

1. Application and acceptance to Angelina College.
2. Written application and acceptance to the EMSP Program.
3. A document (transcript, high school diploma, GED certificate) indicating graduation from high school or its equivalent **MUST BE** on file in the EMSP office.
4. A complete physical history and certificate of immunization are required. Physical form provided during information session.
5. Provide proof of a current 2-year American Heart Association (AHA) BLS Provider CPR card.
6. The TSI Assessment is required for students seeking a certificate or degree.
7. TDSHS Certification – *must have copies of any current TDSHS* certifications (if applicable).
8. All applicants must attend an Information Session prior to acceptance.
9. A background check is to be done within two weeks of the beginning of the course. A drug screen is required and will be done shortly after classes begin. These are done at the student's expense at a designated time. Approximate cost is \$80.00. These screenings are completed through agencies designated by the program.
10. Platinum Planner required.
11. The drug screen and background check must be negative to receive full admission to the program.

## Emergency Medical Services Certificate – Basic Program

(Health Professions Pathway)

Fall or Spring Semesters:		Credit Hrs
EMSP 1160	Clinical EMT/Technician – Basic	1
EMSP 1501	Emergency Medical Technician – Basic	<u>5</u>
Total Hours		<b>6</b>

Upon successful completion (with a grade of “C” or higher) of the EMSP courses, the student is eligible to take the examination for certification as an Emergency Medical Technician – Basic by the National Registry of EMTs and the Texas Department of State Health Services. Courses must be taken concurrently.

## Associate of Applied Science in Emergency Medical Services (Health Professions Pathway)

### First Year

#### Fall Semester

			Credit Hrs
BIOL	2404	General Human Anatomy & Physiology	4
STSU	0300	Student Success	0
EMSP	1501	Emergency Medical Technician Basic	5
EMSP	1160	Clinical-EMT/Technician Basic	1
<b>Total Hours</b>			<b>10</b>

#### Spring Semester

EMSP	1338	Introduction to Advance Practice	3
EMSP	1356	Patient Assessment & Airway Management	3
EMSP	2306	Emergency Pharmacology	3
EMSP	1261	Clinical-EMT/Technician-Advanced	2
EMSP	2160	Clinical-EMT/Technician-Paramedic I	1
<b>Total Hours</b>			<b>12</b>

### Second Year

#### Summer Session I & II (12 Weeks)

EMSP	1355	Trauma Management	3
EMSP	2205	EMS Operations	2
EMSP	2261	Clinical-EMT/Technician/Paramedic II	2
EMSP	2544	Cardiology	5
<b>Total Hours</b>			<b>12</b>

#### Fall Semester

EMSP	2434*	Medical Emergencies	4
EMSP	2430	Special Populations	4
EMSP	2243*	Assessment Based Management	2
EMSP	2462	Clinical-EMT/Technician-Paramedic III	4
<b>Total Hours</b>			<b>14</b>

#### Spring Semester

ENGL	1301	Composition	3
SPCH	1318	Interpersonal Communication	3
SOCI	1301	Introduction to Sociology	3
XXXX	x3xx	Creative Arts Core	
		Choose from MUSI 1306, MUSI 1310, ARTS 1301 or DRAM 1310	3
<b>Total Hours</b>			<b>12</b>
<b>Total Hours for Degree</b>			<b>60</b>

\*Capstone course of the EMSP program.



## Paramedic Certificate (Health Professions Pathway)

The student must be Texas State certified as an EMT to complete this semester. Courses must be taken concurrently.

<b>Spring Semesters Only:</b>			<b>Credit Hrs</b>
EMSP	1261	Clinical EMT/Technician – Advanced	2
EMSP	1356	Patient Assessment and Airway Management	3
EMSP	1338	Introduction to Advanced Practice	3
EMSP	2306	Emergency Pharmacology	3
<b>Total Hours</b>			<b>11</b>

*Upon successful completion (with a grade of “C” or higher) of the spring EMSP courses, the student is eligible to continue pursuing the Paramedic Certificate courses at Angelina College. The student must have successfully completed the EMSP – Basic program.*

<b>First Summer Session</b>			<b>Credit Hrs</b>
EMSP	1355	Trauma Management	3
EMSP	2205	EMS Operations	2
EMSP	2261	Clinical EMT/Technician – Paramedic II (EMSP 2261 continues through Summer II)	2
<b>Total Hours</b>			<b>7</b>

*The student is eligible for the Advanced Certificate in Emergency Medical Services upon successful completion of the courses above. Students may request opportunity to take the AEMT (Advanced Emergency Medic Technician) exam following successful completion of Summer I.*

<b>Second Summer Session</b>			
EMSP	2544	Cardiology	5
<b>Total Hours</b>			<b>5</b>

*During the summer and completion of courses the student may request opportunity to take the AEMT (Advanced Emergency Medic Technician) exam.*

<b>Fall Semester</b>			
EMSP	2160	Clinical EMT/Technician Paramedic I	1
EMSP	2243	Assessment Based Management	2
EMSP	2430	Special Populations	4
EMSP	2434	Medical Emergencies	4
EMSP	2462	Clinical EMT/Technician - Paramedic III	4
<b>Total Hours</b>			<b>15</b>
<b>Total Hours for Certificate</b>			<b>38</b>

Upon successful completion (with a grade of “C” or higher) of the Paramedic Certificate EMSP courses (Spring, Summer I, Summer II, and Fall), the student is eligible to take the examination for certification as an Emergency Medical Technician- Paramedic by the National Registry of EMTs and the Texas Department of State Health Services and earn a Certificate of Completion from Angelina College.

Note: The current state certifying examinations for EMT-Basic and AEMT and EMT-Paramedic are the exams administered by the National Registry of EMTs.

## General Studies

The General Studies degree is designed for students who plan to transfer to a four year college or university to pursue a Bachelor of Arts (B.A.) degree. Students working toward the Associate of Arts degree will complete essential core requirements and electives based on their major emphasis.

### Associate of Arts in General Studies

(Arts, Communication, & Humanities Pathway)

<b>First Year, First Semester</b>		<b>Credit Hrs</b>
ENGL 1301 <sup>+</sup>	Composition I	3
HIST 1301	US History I	3
EDUC 1300/PSYC 1300	or STSU 0300 + SPCH 13XX	3
MATH 13xx	Mathematics Core	
	Choose from MATH 1314, 1324, 1332, or 1342	3
XXXX x3xx	Social and Behavioral Science Core:	
	Choose from PSYC 2301, PSYC 2314, SOCI 1310, or ECON 2301	3
<b>Total Hours</b>		<b>15</b>
<b>Second Semester</b>		
ENGL 1302 <sup>+</sup>	Composition II	3
HIST 1302	US History II	3
XXXX x3xx	Major Elective***	3
XXXX x4xx*	Life and Physical Science Core (Lecture + Lab)**	
	Choose from BIOL, CHEM, GEOL, or PHYS	4
XXXX 13xx	Creative Arts Core:	
	Choose from ARTS 1301, DRAM 1310, MUSI 1306, or MUSI 1310	3
<b>Total Hours</b>		<b>16</b>
<b>Second Year, First Semester</b>		
GOVT 2305	Federal Government	3
XXXX xxxx	Major Elective(s)***	4
XXXX x3xx	Language, Philosophy, and Culture Core	
	Choose from ENGL 2322 <sup>+</sup> , 2323 <sup>+</sup> , 2327 <sup>+</sup> , 2328 <sup>+</sup> , 2332 <sup>+</sup> , 2333 <sup>+</sup> , 2341 <sup>+</sup> , SPAN 2311, or 2312	3
XXXX x4xx*	Life and Physical Sciences Core (Lecture + Lab)**	
	Choose from BIOL, CHEM, GEOL, or PHYS	4
<b>Total Hours</b>		<b>14</b>
<b>Second Semester</b>		
XXXX x3xx	Major Elective***	3
GOVT 2306	Texas Government	3
XXXX x3xx	Component Area Option	3
XXXX x3xx	Major Elective***	3
XXXX x3xx	Major Elective***	3
<b>Total Hours</b>		<b>15</b>
<b>Total Hours for Degree</b>		<b>60</b>

\* Check transferring institution for specific degree requirements. \*\* Choose from BIOL 14XX, 24XX; BUSI 2304; CHEM 1305, 1411, 1412; ECON 2301; ENGL 23XX; GEOL 1403; MATH 13XX, 2412, 2413; PHYS 1305, 1401, 1402, 2425, 2426; PSYC 2301, 2314; SPAN 2311; SPCH 1315, 1318, 1321; or SOCI 1301. \*\*\*Choose major elective courses based on university requirements if transferring.

<sup>+</sup> Denotes courses included in the English Language & Literature Field of Study.

# Health and Physical Education

## Associate of Arts in Health and Physical Education

(Education Pathway)

<b>1st Year</b>			
<b>1st Semester</b>			<b>Credit Hrs</b>
ENGL 1301	Composition		3
HIST 1301	United States History I		3
STSU 0300 + SPCH 131X			3
MATH 1xxx	Mathematics Core		
	Choose from MATH 1314, 1324, 1332, or 1342		3
PHED 1301	Foundations of Kinesiology*		3
		<b>Total Hours</b>	<b>15</b>
<b>2nd Semester</b>			
ENGL 1302	Composition II		3
HIST 1302	United States History II		3
PHED 1304	Personal and Community Health		3
XXXX xxxx	Life and Physical Sciences Core (Lecture + Lab)**		
	Choose from BIOL, CHEM, GEOL, or PHYS		4
XXXX x3xx	Creative Arts Core		
	Choose from ARTS 1301, DRAM 1310, MUSI 1306, or MUSI 1310		3
		<b>Total Hours</b>	<b>16</b>
<b>2nd year</b>			
<b>1st Semester</b>			
ENGL 23xx	Language, Philosophy, and Culture Core		
	Choose from ENGL 2322, 2323, 2327, 2328, 2332, 2333, or 2341		3
GOVT 2305	Federal Government		3
XXXX xxxx	Life and Physical Sciences Core (Lecture + Lab)**		
	Choose from BIOL, CHEM, GEOL, or PHYS		4
XXXX x3xx	Majors' Optional Courses***		
	Choose from PHED 1306, 1308, 1321, 1331, 1338, 1346, 2356, or BIOL 1322		3
PHED x1xx	Required Activity Course		$\frac{1}{1}$
		<b>Total Hours</b>	<b>14</b>
<b>2nd Semester</b>			
XXXX x3xx	Social and Behavioral Sciences Core		
	Choose from PSYC 2301, SOCI1301, or ECON2301****		3
GOVT 2306	Texas Government		3
XXXX x3xx	Component Area Option****		3
PHED x3xx	Majors' Optional Courses***		
	Choose from PHED 1306, 1308, 1321, 1331, 1338, 1346, 2356, or BIOL 1322		3
PHED x3xx	Majors' Optional Courses***		
	Choose from PHED 1306, 1308, 1321, 1331, 1338, 1346, 2356, or BIOL 1322		$\frac{3}{3}$
		<b>Total Hours</b>	<b>15</b>
		<b>Total Hours for Degree</b>	<b>60</b>

\* Required by most universities in Texas. Check transferring institution for specific degree requirements.

\*\* Athletic Training (AT) and Physical Therapy (PT) programs require BIOL 2401/2402. BIOL 2404 is acceptable for Teaching/Coaching majors. \*\*\*Choose electives based on university requirements if transferring. Student athletic trainers may replace one 3-hr lecture course with three 1-hour practicum sections under the direction of Athletics Staff \*\*\*\* Choose from BIOL 14XX, 24XX; BUSI 2304; CHEM 1305, 1411, 1412; ECON 2301; ENGL 23XX; GEOL 1403; MATH 13XX, 2412, 2413; PHYS 1305, 1401, 1402, 2425, 2426; PSYC 2301, 2314; SPAN 2311, 2312; SPCH 1315, 1318, 1321; or SOCI 1301.

## Health Science

### Associate of Science in Health Science (Health Professions Pathway)

#### First Year

##### First Semester

	Credit Hrs
ENGL 1301 Composition I	3
HIST 1301 US History I	3
MATH 1314 College Algebra	
BIOL 2401 Anatomy & Physiology I	4
EDUC/PSYC 1300 Learning Framework <b>or</b> STSU 0300 + SPCH 13XX Student Success and Speech	<u>3</u>
<b>Total Hours</b>	<b>16</b>

##### Second Semester

ENGL 1302 Composition II	3
HIST 1302 US History II	3
PSYC 2301 General Psychology	3
BIOL 2402 Anatomy & Physiology II	4
XXXX x3xx Creative Arts Core Choose from ARTS 1301, DRAM 1310, MUSI 1306, <b>or</b> MUSI 1310	<u>3</u>
<b>Total Hours</b>	<b>16</b>

#### Second Year

##### First Semester

XXXX x3xx* Language, Philosophy, and Culture Core Choose from ENGL 2322, 2323, 2327, 2328 2332, 2333, 2341, SPAN 2311, <b>or</b> 2312	<u>3</u>
GOVT 2305 Federal Government	3
PSYC 2314 Lifespan, Growth and Development	3
CHEM 1411 General Chemistry I	4
PHED 1304 Personal & Community Health	3
<b>Total Hours</b>	<b>16</b>

##### Second Semester

GOVT 2306 Texas Government	3
BIOL 1322 Nutrition & Diet Therapy	3
HITT 1305* Medical Terminology <b>or</b> PHED 1306* First Aid	<u>3</u>
SOCI 1301 Introduction to Sociology	3
<b>Total Hours</b>	<b>12</b>
<b>Total Hours for Degree</b>	<b>60</b>

\* Check transferring institution for specific degree requirements.

# Heating, Ventilation and Air Conditioning and Refrigeration

## Level 1 Certificate in HVAC and Refrigeration – Commercial (Manufacturing, Logistics, & Transportation Pathway)

### First Year

#### First Semester

	Credit Hrs
HART 1401 Basic Electricity for HVAC	4
HART 1407 Refrigeration Principles	4
HART 1441 Residential Air Conditioning	4
HART 1445 Gas and Electric Heating	4
<b>Total Hours</b>	<b>16</b>

#### Second Semester

HART 2336 Air Conditioning Troubleshooting	3
HART 2441 Commercial Air Conditioning	4
HART 2334 Advanced Air Conditioning Controls	3
HART 2442 Commercial Refrigeration	4
HART 1256 EPC Recovery Certification Preparation	2
<b>Total Hours</b>	<b>16</b>
<b>Total Hours for Certificate</b>	<b>32</b>

Capstone course: HART 2336 Air Conditioning Troubleshooting

## Level 1 Certificate in HVAC – Residential (Manufacturing, Logistics, & Transportation Pathway)

### First Year

#### First Semester

	Credit Hrs
HART 1401 Basic Electricity for HVAC	4
HART 1407 Refrigeration Principles	4
HART 1441 Residential Air Conditioning	4
HART 1445 Gas and Electric Heating	4
<b>Total Hours</b>	<b>16</b>

#### Second Semester

HART 2336 Air Conditioning Troubleshooting	3
<b>Total Hours</b>	<b>3</b>
<b>Total Hours for Certificate</b>	<b>19</b>

Capstone course: HART 2336 Air Conditioning Troubleshooting

## Human Services

The purpose of the Human Services Associate Program is to prepare the graduate for entry-level employment in human services agencies serving clients with emotional/behavioral disorders; problems with domestic violence; intellectual and developmental disabilities; at-risk children and youth; older and disabled adults; children and families; and child abuse and neglect problems. Human Services required courses combine classroom work with field experiences at assigned human services agencies to develop professional skills and competencies for employment in the profession. A general program of core curriculum coursework is required in behavioral sciences, natural sciences, humanities and liberal arts.

## Associate of Applied Science in Human Services - Case Management Specialty (Public Safety Pathway)

### First Year

#### First Semester

		Credit Hrs
STSU 0300	Student Success	3
SOCI 1301	Introduction to Sociology	3
SCWK 1321	Basic Counseling Skills	3
DAAC 1311	Counseling Theories	3
CMSW 1313	Assessment and Service Delivery	3
GERS 1345	Polices & Programs for Older Adults	3
<b>Total Hours</b>		<b>15</b>

#### Second Semester

GERS 1343	Psychology of Adult Development and Aging	3
CMSW 1191*	Basic Family Assessment	1
DAAC 1417	Basic Counseling Skills	4
SPCH 1318	Interpersonal Communication	3
PMHS 1280	Cooperative Education I – Psychiatric/Mental Health Services Technician	2
CMSW 1353	Family Intervention Strategies <b>or</b>	
CMSW1309	Problems of Children and Adolescents	3
<b>Total Hours</b>		<b>16</b>

### Second Year

#### First Semester

PSYT 2321	Crisis Intervention	3
PSYT 2301	Psychology of Group Dynamics	3
PMHS 2280	Cooperative Education II – Psychiatric/Mental Health Services Technician	2
PSYT 2331	Abnormal Psychology	3
BIOL 1408	General Biology <b>or</b>	
BIOL 1409	General Human Biology	4
<b>Total Hours</b>		<b>15</b>

#### Second Semester

ENGL 1301	Composition	3
SCWK 2301	Assessment and Case Management	3
CMSW 1327	Treatment Modalities with Special Populations	3
PMHS 2281	Cooperative Education III – Psychiatric/Mental Health Services Technician	2
XXXX x3xx	Creative Arts Core	
	Choose from ARTS 1301, DRAM 1310, MUSI 1306, or MUSI 1310	3
<b>Total Hours</b>		<b>14</b>
<b>Total Hours for Degree</b>		<b>60</b>

Capstone Course: SCWK 2301 - Assessment and Case Management

\*Concurrent enrollment in CMSW 1191 and PMHS 1280 is required.

\*\*Concurrent enrollment in PSYT 2301 and PMHS 2280 **or** 2281 is required

\*\*\*Concurrent enrollment in CMSW 1327 and PMHS 2280 **or** 2281 is required

## Level 1 Basic Certificate in Human Services (Public Safety Pathway)

### First Year

First Semester		Credit Hrs
SCWK 1321	Basic Counseling Skills	3
CMSW 1313	Assessment and Service Delivery	3
DAAC 1311	Counseling Theories	3
PSYT 2321	Crisis Intervention	3
<b>Total Hours</b>		<b>12</b>

### Second Semester

DAAC 1417	Basic Counseling Skills	4
PMHS 1280*	Cooperative Education I	2
CMSW 1191*	Basic Family Assessment	1
CMSW 1309*	Problems of Children & Adolescents	3
<b>Total Hours</b>		<b>10</b>
<b>Total Hours for Certificate</b>		<b>22</b>

Capstone Course: PMHS 1280- Cooperative Education I

\*Concurrent enrollment in PMHS 1280 and CMSW 1191 is required.

Early college High School (ECHS)/Dual Credit Enrollment students will substitute CMSW 1309 – Problems of Children & Adolescents for PMHS 1280 and its corequisite, CMSW 1191. High school students must: graduate with a high school diploma AND be at least 18 years of age before enrolling in PMHS 1280 and PMHS 2280, Cooperative Education I and II.

## Level 1 Intermediate Certificate in Human Services (Public Safety Pathway)

### First Year

First Semester		Credit Hrs
SCWK 1321	Orientation to Social Services	3
CMSW 1313	Assessment and Service Delivery	3
DAAC 1311	Counseling Theories	3
PMHS 1280*	Cooperative Education I	2
CMSW 1191*	Basic Family Assessment	3
PSYT 2321	Crisis Intervention	3
<b>Total Hours</b>		<b>15</b>

### Second Semester

DAAC 1417	Basic Counseling Skills	4
GERS 1343	Psychology of Adult Development & Aging	3
PMHS 2280**	Cooperative Education II	2
CMSW 1327**	Treatment Modalities for Special Populations	3
CMSW 1309	Problems of Children & Adolescents <b>or</b>	
CMSW1353	Family Intervention Strategies	3
<b>Total Hours</b>		<b>15</b>
<b>Total Hours for Certificate</b>		<b>30</b>

Capstone Course: PMHS 2280 (Cooperative Education). \*Concurrent enrollment in PMHS 1280 and CMSW 1191 is required. \*\*Early college High School (ECHS)/Dual Credit Enrollment students will substitute CMSW 1309 – Problems of Children & Adolescents for PMHS 1280 and its corequisite, CMSW 1191. High school students must: graduate with a high school diploma AND be at least 18 years of age before enrolling in PMHS 1280 and PMHS 2280, Cooperative Education I and II.

# Journalism and Mass Communication

## Associate of Arts with Field of Study in Journalism/Mass Communication (Arts, Communications, and Humanities Pathway)

First Year		Credit Hrs
<b>Fall Semester</b>		
STSU 0300	Student Success	0
COMM1307 <sup>+</sup>	Introduction to Mass Communication	3
COMM2305 <sup>+</sup>	Editing and Layout	3
ENGL 1301	Composition I	3
PHED x1xx	Activity Course	1
XXXX x3xx	Creative Arts Core	
	Choose from ARTS 1301, DRAM 1310, MUSI 1306, or MUSI 1310	3
<b>Total Hours</b>		<b>13</b>
<b>Spring Semester</b>		
COMM2311 <sup>+</sup>	Media Writing + Lab	3
SPCH 1315	Public Speaking	3
ENGL 1302	Composition II	3
MATH 1314	College Algebra <b>or</b>	
MATH1332	Contemporary Mathematics	3
XXXX x4xx	Life and Physical Science Core with Lab	
	Choose from BIOL, CHEM, GEOL, or PHYS	4
<b>Total Hours</b>		<b>16</b>
<b>Second Year</b>		
<b>Fall Semester</b>		
COMM2315	News Reporting	3
HIST 1301	US History I	3
GOVT 2305	Federal Government	3
PSYC 2301	General Psychology	3
XXXX x4xx	Life and Physical Science Core with Lab	
	Choose from BIOL, CHEM, GEOL, or PHYS	4
<b>Total Hours</b>		<b>16</b>
<b>Spring Semester</b>		
COMM1318 <sup>+</sup>	Photography + Lab	3
HIST 1302	US History II	3
GOVT 2306	Texas Government	4
XXXX xxxx	Component Area Option	
	Choose from ECON 2301 <b>or</b> SOCI 1301	3
ENGL 23xx	Sophomore Literature	
	Choose from ENGL 2311, 2322, 2326, 2327, 2328, 2332, 2333, <b>or</b> 2341	3
<b>Total Hours</b>		<b>15</b>
<b>Total Hours for Degree</b>		<b>60</b>

<sup>+</sup> Denotes courses included in the Communications Field of Study.



# Machine Tool Technology

The Machine Tool Technology program provides training for entry-level positions in precision metalworking careers. Manual and computer numerical controlled (CNC) machines are used to develop trainee skills. The students will learn to operate lathes, mills, engine lathes, surface grinders, and other precision equipment. Graduates of this program are prepared to work in machine shops, quality control, and maintenance or production.

The objectives of the program are:

1. To provide education and training for entry-level machine tool technicians.
2. To provide education and training skills and competencies of existing machine tool technicians.
3. To provide flexible education and training curriculum for full-time, part-time and apprenticeship students.

## Associate of Applied Science in Machine Tool Technology

(Manufacturing, Logistics, and Transportation Pathway)

### First Year

#### First Semester

		Credit Hrs
MCHN 2431	Operation of CNC Turning Centers	4
STSU 0300	Student Success	3
ENGL 1301	Composition	3
MCHN 1343	Machine Shop Mathematics	4
MCHN 1438	Machining I	4
<b>Total Hours</b>		<b>14</b>

#### Second Semester

MCHN 1441	Basic Machine Shop II	4
MCHN 1190	Special Topics in Machine Shop Assistant	1
WLDG 1337	Introduction to Welding Metallurgy	3
SOCI 1301	Introduction to Sociology	3
MCHN 2434	Operations of CNC Machining Centers	4
<b>Total Hours</b>		<b>15</b>

### Second Year

#### First Semester

MCHN 1426	Introduction to Computer-Aided Manufacturing (CAM)	4
SPCH 1318	Interpersonal Communication	3
MCHN 1191	Special Topics in Machinist/Machine Technologist	1
MCHN 1452	Intermediate Machining I	4
XXXX x3xx	Creative Arts Core	
	Choose from ARTS 1301, DRAM 1310, MUSI 1306, or MUSI 1310	3
<b>Total Hours</b>		<b>15</b>

#### Second Semester

PHYS 1305	Elementary Physics	3
MCHN 2438	Advanced Computer-Aided Manufacturing (CAM)	4
MCHN 1191	Special Topics in Machinist/Machine Technologist	1
MCHN 1454	Intermediate Machining II	4
WLDG 1421	Welding Fundamentals <b>or</b>	
WLDG1428	Introduction to Shielded Metal Arc Welding (SMAW)	4
<b>Total Hours</b>		<b>16</b>
<b>Total Hours for Degree</b>		<b>60</b>

Capstone Course: MCHN 1454 – Intermediate Machining II

**Level 1 Certificate in Machine Tool Technology**  
**Computer Numerical Control Machine Operator**  
 (Manufacturing, Logistics, and Transportation Pathway)

**First Year**

<b>First Semester</b>		<b>Credit Hrs</b>
MCHN 1438	Basic Machine Shop I	4
MCHN 2431	Operation of CNC Turning Centers	4
TECM 1301	Industrial Mathematics	3
<b>Total Hours</b>		<b>11</b>
<b>Second Semester</b>		
MCHN 2434	Operations of CNC Machining Centers	4
DFTG 1325	Blueprint Reading and Sketching	3
<b>Total Hours</b>		<b>7</b>
<b>Total Hours for Certificate</b>		<b>18</b>
Capstone Course: MCHN 2435 – Operation of Machining Centers		

**Level 1 Certificate in Machine Tool Technology – Machine Tool Operator**  
 (Manufacturing, Logistics, and Transportation Pathway)

<b>First Semester</b>		<b>Credit Hrs</b>
MCHN 1438	Basic Machine Shop I	4
DFTG 1325	Blueprint Reading and Sketching	3
TECM 1301	Industrial Mathematics	3
<b>Total Hours</b>		<b>10</b>
<b>Second Semester</b>		
MCHN 1441	Basic Machine Shop II	4
MCHN 1190	Special Topics in Machine Shop Assistant	1
MCHN 1452	Intermediate Machining I	4
MCHN 1343	Machine Shop Mathematics	3
MCHN 1191	Special Topics in Machinist/Machine Technologist	1
<b>Total Hours</b>		<b>13</b>
<b>Third Semester</b>		
MCHN 2431	Operation of CNC Turning Centers	4
MCHN 1191	Special Topics in Machinist/Machine Technologist	1
MCHN 1454	Intermediate Machining II	4
<b>Total Hours</b>		<b>9</b>
<b>Total Hours for Certificate</b>		<b>32</b>

Capstone Course: MCHN 1454 Intermediate Machining II

## Multidisciplinary Studies

### Associate of Science in Multidisciplinary Studies

(Science & Mathematics Pathway)

The Associate of Science (A.S.) degree is designed for students who plan to transfer to a four-year college or university to pursue a Bachelor of Science (B.S.) degree. Students working toward the Associate of Science degree will complete essential core requirements and electives based on their major emphasis and career goals. Students pursuing an A.S. should meet with an advisor to discuss specific course options based on the student's area of interest.

<b>First Year</b>		<b>Credit Hrs</b>
<b>First Semester</b>		
ENGL 1301	Composition I	3
HIST 1301	U. S. History I	3
MATH xxxx	MATH Elective*	3
EDUC/PSYC 1300	or STSU 0X00 + SPCH 131X	3
XXXX x4xx	Life and Physical Sciences Core (Lecture + Lab)*	4
	Choose from BIOL 1406, 1407, 1411, 1413, 2420, CHEM 1411, 1412; GEOL 1403; PHYS 1401, 1402, 2425, or PHYS 2426	
<b>Total Hours</b>		<b>16</b>
<b>Second Semester</b>		
ENGL 1302	Composition II	3
HIST 1302	United States History II	3
XXXX x3xx	Component Area Option**	3
XXXX x4xx	Life and Physical Sciences Core (Lecture + Lab)*	4
	Choose from BIOL 1406, 1407, 1411, 1413, 2420, CHEM 1411, 1412; GEOL 1403; PHYS 1401, 1402, 2425, or 2426	
MATH 24xx	Mathematics Core	4
	Choose from MATH 2412 or MATH 2413	
<b>Total Hours</b>		<b>16</b>
<b>Second Year</b>		
<b>First Semester</b>		
GOVT 2305	Federal Government	3
XXXX xxxx	Language, Philosophy, and Culture Core	
	Choose from ENGL 2322, 2323, 2327, 2328, 2332, 2333, 2341, or SPAN 2312	3
XXXX x4xx	Life and Physical Sciences Core (Lecture + Lab)*	4
	Choose from BIOL 1406, 1407, 1411, 1413, 2420, CHEM 1411, 1412; GEOL 1403; PHYS 1401, 1402, 2425, or 2426	
XXXXx3xx	Creative Arts Core	3
	Choose from ARTS 1301, DRAM 1310, MUSI 1306 or MUSI 1310	
<b>Total Hours</b>		<b>13</b>

## Second Semester

GOVT 2306	Texas Government	3
XXXX x4xx	Science <b>or</b> Math Elective*	4
	Choose from BIOL 1406, 1407, 1411, 1413, 2420, CHEM 1411, 1412; GEOL 1403; PHYS 1401, 1402, 2425, 2426; MATH 13xx, MATH 14xx	
XXXX x4xx	Life and Physical Sciences Core (Lecture + Lab)*	4
	Choose from BIOL 1406, 1407, 1411, 1413, 2420, CHEM 1411, 1412; GEOL 1403; PHYS 1401, 1402, 2425, <b>or</b> 2426	
XXXX x3xx	Social and Behavioral Science Core	3
	Choose from PSYC 2301, PSYC 2314, SOCI 1301, <b>or</b> ECON 2301	
<b>Total Hours</b>		<b>14</b>
<b>Total Hours for Degree</b>		<b>60</b>

\* Check transferring institution for specific degree requirements. See below for recommended courses based on area of concentration.

\*\* Choose from BIOL 14XX, 24XX; BUSI 2304; CHEM 1305, 1411, 1412; ECON 2301; ENGL 23XX; GEOL 1403; MATH 13XX, 2412, 2413; PHYS 1305, 1401, 1402, 2425, 2426; PSYC 2301, 2314; SPAN 2311; SPCH 1315, 1318, 1321; **or** SOCI 1301.

## Suggested Course Options based on Areas of Concentration:

### Biology Concentration

Math elective: MATH 1314  
Math core: MATH 2412 **or** 2413  
Science core: BIOL 1406 & BIOL 1407  
Science electives: CHEM 1411 & CHEM 1412  
Science or Math elective: PHYS 1401

### Chemistry Concentration

Math elective: MATH 2412  
Math core: MATH 2413  
Science core: CHEM 1411 & CHEM 1412  
Science electives: PHYS 2425 & PHYS 2426  
Science or Math elective: BIOL 1406

### Physics Concentration

Math elective: MATH 2412  
Math core: MATH 2413  
Science core: CHEM 1411 & CHEM 1412  
Science electives: PHYS 2425 & PHYS 2426  
Science or Math elective: MATH 2414

### Mathematics Concentration

Math elective: MATH 2412  
Math core: MATH 2413  
Science core: CHEM 1411 & CHEM 1412  
Science electives: PHYS 2425 & PHYS 2426  
Science or Math elective: MATH 2414

**Music**  
**Associate of Arts in Music**  
 (Arts, Communications, & Humanities)

**First Year**

**Fall Semester**

		<b>Credit Hrs</b>
MUSI 1311 <sup>+</sup>	Music Theory I	3
MUSI 1116 <sup>+</sup>	Sight-Singing and Ear Training I	1
MUAP 12xx <sup>+</sup>	Private instruction, primary instrument	2
MUSI 1181**	Piano Class I	1
MUEN x1xx	Ensemble <sup>+</sup>	1
ENGL 1301	Composition I	3
HIST 1301	US History I	3
STSU 0300	Student Success	0
<b>Total Hours</b>		<b>14</b>

**Spring Semester**

MUSI 1312**	Music Theory II	3
MUSI 1117**	Sight-Singing and Ear Training II	1
MUAP 12xx <sup>+</sup>	Private instruction, primary instrument	2
MUSI 1182*	Piano class II	1
MUEN x1xx	Ensemble <sup>+</sup>	1
ENGL 1302	Composition II	3
HIST 1302	US History II <b>or</b>	
MUSI 1307	Survey of Music Literature	3
<b>Total Hours</b>		<b>14</b>

**Second Year**

**Fall Semester**

MUSI 2311**	Music Theory III	3
MUSI 2116**	Sight-Singing and Ear Training III	1
MUAP 22xx <sup>+</sup>	Private Instruction, Primary Instrument	2
MUSI 2181*	Piano Class III	1
MUEN x1xx <sup>+</sup>	Ensemble	1
GOVT 2305	Federal Government	3
XXXX x4xx	Lab Science	4
MATH x3xx	Mathematics Core	
	Choose from MATH 1314 <b>or</b> 1332	3
<b>Total Hours</b>		<b>18</b>

**Spring Semester**

MUSI 2312**	Music Theory IV	3
MUSI 2117**	Sight-Singing and Ear Training IV	1
MUAP 22xx	Private instruction, primary instrument <sup>+</sup>	2
MUSI 2182*	Piano class IV	1
MUEN x1xx <sup>+</sup>	Ensemble <sup>+</sup>	1
GOVT 2306	Texas Government	3
HIST 1302	US History II <b>or</b>	
MUSI 1307	Introduction to Music Literature <sup>+</sup>	3
<b>Total Hours</b>		<b>14</b>
<b>Total Hours for Degree</b>		<b>60</b>

\*Prerequisites: See [Course Descriptions](#). \*\*Piano is required of all music majors. Piano majors must select a different secondary instrument. <sup>+</sup> Denotes courses included in the Music Field of Study.

# Nursing

## Mission Statement

In accordance with the mission of Angelina College, the Nursing Program provides quality nursing education in response to the unique needs and ethnic diversity of East Texas.

The mission of the nursing program is accomplished by:

1. Maintaining program approval by BON
2. Preparing students for licensure and beginning nursing practice
3. Implementing a program that permits students to exit at either the vocational or associate degree level by achieving the Differentiated Essential Competencies of Graduates of Texas Nursing Programs
4. Promoting a caring orientation in a technologically changing environment
5. Advocating a comprehensive approach to client care through use of the nursing process
6. Developing a curriculum that reflects advances in nursing practice, current health trends and changes in individual family and community.

Angelina College Nursing Program provides high quality nursing education in a culturally, racially and ethnically diverse community by creating positive teaching and learning environments consistent with professional, educational and ethical standards of nursing.

The associate degree nursing program at the main campus in Lufkin is a multiple entry/exit program (MEEP). Upon successful completion of the first year of the nursing program and completion of the MEEP option, students will receive their GVN and be eligible to apply for vocational nursing license by examination. Upon successful completion of two calendar years of ADN study, students receive the Associate of Applied Science degree and are eligible to apply for the registered nurse license by examination.

## Career Tracks

The nursing program is designed to permit students to enter as a beginning student or LVN and to exit at either the vocational or associate degree level. The Angelina College Nursing Program provides basic nursing education for the associate degree level on the Lufkin Campus.

## Program Approval

*The associate degree nursing track/vocational nursing option and all the vocational programs are approved by the Board of Nursing for the State of Texas. This agency establishes rules and regulations governing education, examination, licensure and practice of nursing.*

## **Associate of Applied Science (Lufkin Campus only)**

### **Program Learning Outcome Goals for the Associate Degree Nursing Program**

Upon completion of the Associate Degree level, the graduate nurse as a member of the profession should have the knowledge and skill to provide and coordinate care for clients (individuals and families) in a variety of settings by:

1. Demonstrating the use of clinical reasoning, nursing process and evidence based practice outcomes as a basis for decision making.
2. Exhibiting behaviors that reflect commitment to the growth and development of the role and function of nursing consistent with state and national regulations and with ethical and professional standards; aspires to improve the discipline of nursing and its contribution to society; and values self-assessment and the need for lifelong learning.
3. Accepting responsibility for the quality of nursing care and provides safe, compassionate nursing care using a systematic process of assessment, analysis, planning, intervention, and evaluation that focuses on the needs and preferences of patients and their families.
4. Promoting safety in the patient and family environment by: following scope and standards of nursing practice, practicing within the parameters of individual knowledge, skills and abilities; identifying and reporting actual and potential unsafe practices and implementing measures to prevent harm.
5. Providing patient centered care by collaborating, coordinating and/or facilitating comprehensive care with an interdisciplinary/ multidisciplinary healthcare team to determine and implement best practices for the patients and their families.

The associate degree nursing program at the main campus in Lufkin is a multiple entry/exit program (MEEP). Upon successful completion of two calendar years of study, students receive the Associate of Applied Science degree and are eligible to apply for registered nurse licensure by examination.

### **Associate Degree Nursing with Vocational Nursing Option**

Students may choose to enroll in the vocational nursing option of the associate degree program. These students complete the first year of the associate degree track plus vocational summer courses in preparation for vocational nurse licensure by examination. These students receive a certificate of completion from Angelina College. After completing the vocational nursing option, students may exit or continue through the second year of the curriculum and complete the associate degree nursing track.

### **Admission Criteria**

#### **Associate Degree Nursing/Vocational Nursing Option Multi Entry/Exit Program (MEEP)**

1. Gain admission to the college.
2. **Must be Texas Success Initiative (TSI) complete.**
3. Complete mandatory information session as directed to obtain an application packet.
4. Complete all prerequisite courses with a grade of “C” or better by designated date.

STSU 0300 - Student Success (EDUC/PSYC 1300–Learning Framework may be substituted for STSU)

PSYC 2301 - General Psychology or PSYC 2314 Life Span Growth and Development

(Both PSYC 2301 and PSYC 2314 are required to complete the VN option)

ENGL 1301 - English Composition

BIOL 2401 - Anatomy and Physiology I

BIOL 2402 - Anatomy and Physiology II

RNSG 1208 - Dosage Calculations for Nursing

**Note:** Prerequisite courses may be taken only twice for selection consideration. If a prerequisite course is taken more than twice, only the second grade will be calculated in the cumulative GPA for prerequisite courses. This second grade must be at least a “C.”

5. Pass the dosage calculation test (90% or better) by designated date (grade is good for two years).
6. Submit current college transcript(s) showing any prerequisite courses completed after application packet deadline. (The Registrar’s Office needs official transcripts, while the nursing office can receive unofficial.) Applicants for transfer into the nursing program are reviewed on an individual basis. **Applicants are not guaranteed acceptance.** A minimum grade of “C” is required for all courses transferred. The grade point average in prerequisite courses is used in the selection process. **It is strongly recommended that prerequisite courses taken more than five (5) years prior to transfer, be audited.** Students must provide transcripts and records that reflect the classroom and clinical hours.
7. Provide proof of a completed medical form no later than the designated date:
  - a. Receive immunizations mandated by the Texas Department of State Health Services for health care workers. **Note:** All Hepatitis B series must be completed by the first clinical day of the first semester. This series requires six months to complete.
8. Provide proof of a current 2-year American Heart Association (AHA) Basic Life Support (BLS) Cardio Pulmonary Resuscitation (CPR) card.
9. “Conditional” acceptance into the nursing program is limited; applicants will be ranked and selected based on the following criteria:
  - a. Cumulative GPA in:
    - PSYC 2301 – General Psychology or PSYC 2314 – Life Span
    - ENGL 1301 – English Composition
    - BIOL 2401 – Anatomy & Physiology I
    - BIOL 2402 – Anatomy & Physiology II
    - RNSG 1208 – Dosage Calculations
  - b. Weighted score based on the first or second grade in science courses (BIOL 2401 & BIOL 2402)
  - c. Admission HESI A2 scores of 75 or greater will be considered for admission.
  - d. Additional course work outside of ADN track.
10. Completion of **all** requirements by posted deadlines.
11. Applicants will be notified of “conditional” acceptance via Angelina College student email.
12. A background check will be done by Texas Board of Nursing procedure.
13. A random drug screen will be required and must be negative to continue in the Nursing Program.

Students are allowed one entry and one re-entry into the nursing program. Contact the Nursing office at (936) 633-5265 or 633-3200 for questions.



## Associate of Applied Science in Nursing with MEEP option (Health Professions Pathway)

Required Prerequisite Courses			Credit Hrs
PSYC 2301	General Psychology or PSYC 2314 Life Span**		3
ENGL 1301	English Composition		3
RNSG 1208	Dosage Calculations for Nursing		2
STSU 0300	Student Success		0
BIOL 2401	Human Anatomy & Physiology I		4
BIOL 2402	Human Anatomy & Physiology II		4
Total Hours			16

### First Year

#### Fall Semester

RNSG 1205	Nursing Skills	2
RNSG 1215	Health Assessment	2
RNSG 1309	Introduction to Nursing	3
RNSG 1262	Clinical Nursing	2
BIOL 2420	Microbiology	4
Total Hours		13

#### Spring Semester

RNSG 1341*	Common Concepts	3
RNSG 1363	Clinical Nursing	3
RNSG 1301*	Pharmacology	3
Total Hours		9

#### Summer Semester (Vocational Option)\*\*\*

VNSG 1138	Mental Health	1
VNSG 1234	Pediatrics	2
VNSG 1230	Maternal-Neonatal Nursing	2
VNSG 1360	Clinical Nursing – MEEP	3
Total Hours		8

*Students may obtain a Level II certificate in Vocational Nursing after successfully completing these courses.*

### Second Year

#### Fall Semester

RNSG 1343	Complex Concepts	3
RNSG 1412	Nursing Care of the Childbearing/Child Rearing Family	4
RNSG 2360	Clinical Nursing	3
XXXX x3xx	Creative Arts Core Elective	
	Choose from ARTS 1301, DRAM 1310, MUSI 1306, or MUSI 1310	3
	<b>Total Hours</b>	<b>13</b>

#### Spring Semester

RNSG 2331*	Advanced Concepts – Adult Health	3
RNSG 2130	Professional Nursing Review and Licensure Preparation	1
RNSG 2363*	Clinical Nursing	3
RNSG 2213*	Mental Health Nursing	2
<b>Total Hours</b>		<b>9</b>

**Total Hours for Degree      60**

\* See [course descriptions](#) for prerequisite and corequisite requirements. \*\*PSYC 2314 is mandatory if taking VN MEEP option. \*\*\* Vocational option – student may exit with GVN or continue toward ADN

## Admission Criteria

### LVN to ADN Transition Track

This track is designed to facilitate the transition of the Licensed Vocational Nurse into the associate degree nursing track. After successful completion of transition and the second year of the ADN program, the student will receive the Associate of Applied Science degree and will be eligible to apply for a registered nurse licensure by examination.

The curriculum begins the second summer semester of each year. Applicants must meet requirements:

1. Gain admission to the college.
  2. **Must be Texas Success Initiative (TSI) complete.**
  3. Must have a minimum 2.0 grade point average (GPA).
  4. Been employed as an LVN for at least one year, if not a graduate of an Angelina College VN program.
  5. Hold a valid Texas vocational nurse license in good standing.
  6. Attend an on-line “Transition” (VN to RN) Information Session or meet with the transition program faculty to develop a degree plan and obtain an application packet.
  7. Complete all **prerequisite** courses with a grade of “C” or better:
    - STSU 0300 – Student Success (EDUC 1300–Learning Frameworks may be substituted for STSU)
    - PSYC 2301 - General Psychology **or** PSYC 2314 - Lifespan Growth and Development
    - ENGL 1301 - English Composition
    - BIOL 2401 - Anatomy and Physiology
    - BIOL 2402 - Anatomy and Physiology
    - BIOL 2420 – Microbiology
    - RNSG 1208 - Dosage Calculations for Nursing
- Note: Prerequisite courses may be taken only twice for selection consideration. If a prerequisite course is taken more than twice, only the second grade will be calculated in the cumulative GPA for prerequisite courses. The second grade must be a “C” or better.
8. Pass the dosage calculations test with a score of 90% or higher (good for two years).
  9. Submit completed application packet by posted deadline.
  10. Submit official college transcript(s) showing completion of prerequisite courses. Applicants will be ranked and selected based on the following criteria
    - a. Cumulative GPA in prerequisite courses
    - b. Admission HESI A2 scores of 75 or greater will be considered first for admission
    - c. Weighted score based on first or second grade in science
    - d. Completion of non-nursing core curriculum
  11. Provide proof of health requirements no later than the designated date:
    - a. Receive immunizations mandated by the Texas Department of State Health Services for health care workers. Note: Hepatitis B series must be completed by the first clinical day of the first semester. This series requires 6 months to complete.
  12. Provide proof of a current 2-year American Heart Association (AHA) Basic Life Support (BLS) Cardio Pulmonary Resuscitation (CPR) card.
  13. Applicants will be notified of “conditional” acceptance decisions via college email.
  14. A random drug screen will be required and must be negative to continue in the Nursing Program.
  15. To complete the equivalent of two calendar years, students must pay to have credit by experience courses added to transcript.

## Associate of Applied Science in Nursing – LVN to ADN Transitions Track (Health Professions Pathway)

<b>Required Prerequisite Courses</b>			<b>Credit Hrs</b>
PSYC 2301	General Psychology	or PSYC 2314	3
ENGL 1301	English Composition		3
RNSG 1208	Dosage Calculations for Nursing		2
STSU 0300	Student Success		0
BIOL 2401	Human Anatomy & Physiology I		4
BIOL 2402	Human Anatomy & Physiology II		4
BIOL 2420	Microbiology		4
<b>Total Hours</b>			<b>20</b>

### **Summer Semester**

RNSG 1327	Transition: Vocational Nursing Profession	3
RNSG 1260	Clinical Nursing – Transitions	2
<b>Total Hours</b>		<b>5</b>

### **Fall Semester**

RNSG 1343	Complex Concepts	3
RNSG 1412	Nursing Care of the Childbearing/Child Rearing Family	4
RNSG 2360	Clinical Nursing	3
XXXX x3xx	Creative Arts Core Elective	
	Choose from ARTS 1301, DRAM 1310, MUSI 1306, or MUSI 1310	3
<b>Total Hours</b>		<b>13</b>

### **Spring Semester**

RNSG 2331	Advanced Concepts – Adult Health	3
RNSG 2130	Professional Nursing Review and Licensure Preparation	1
RNSG 2363	Clinical Nursing	3
RNSG 2213	Mental Health Nursing	2
<b>Total Hours</b>		<b>9</b>
<b>Total Hours for Degree</b>		<b>60</b>

**Nursing LVN to ADN Transition Track – Fall I and Spring I semesters of RNSG courses listed below are acquired by paying for Credit by Experience (18 SCH total).**

RNSG 1205	Nursing Skills
RNSG 1215	Health Assessment
RNSG 1309	Introduction to Nursing
RNSG 1262	Clinical Nursing
RNSG 1341	Common Concepts
RNSG 1363	Clinical Nursing
RNSG 1301	Pharmacology

\* See [course descriptions](#) for prerequisite and corequisite requirements.

## **Vocational Nursing**

### **Vocational Nursing Program**

The vocational nursing program prepares the graduate to independently perform basic nursing skills in non-complex situations and to assist the registered nurse or physician in complicated circumstances. Courses begin in the spring semester and conclude at the end of the fall semester (Lufkin and Crockett cohorts) and begin in the Fall Semester and conclude at the end of the Summer Semester (Livingston and Hudson HS cohorts) for a total of 45 semester credit hours. A certificate of completion is awarded upon successful fulfillment of course requirements. The vocational nursing program is approved by the Board of Nursing for the State of Texas. Graduates are eligible to apply for licensure by examination through BON.

**Spring start (January): offered in Lufkin and Crockett (graduate in December)**

**Fall start (August): offered in Livingston & Hudson High School (graduate the following August)**

### **Program Student Learning Outcomes for the Vocational Nursing Programs**

Upon completion of the vocational level, the graduate nurse as a member of the profession should have the knowledge and skills to provide and coordinate nursing care in structured health care settings for individual clients who are experiencing common, well-defined health problems with predictable outcomes. The VN graduate will be able to:

1. Demonstrate the use of critical thinking and the nursing process as a basis for decision making that promotes the development and practice of vocational nursing.
2. Implement teaching plans for clients concerning promotion, maintenance and restoration of health that promotes the development and practice of vocational nursing.
3. Communicate and collaborate in a timely manner with members of the interdisciplinary health care team to promote and maintain optimal health status of patients and their families.
4. Assume accountability and responsibility for the quality of nursing care provided to patients and their families.
5. Implement measures to promote quality and a safe environment for patients, self, and others.

### **Admission Criteria**

1. Gain admission to the college.
2. Must be Texas Success Initiative (TSI) complete.
3. Must have a minimum 2.0 grade point average (GPA).
4. Attend an on-line Information Session to obtain an application packet.
5. Complete all prerequisite courses with a grade of "C" or better:  
STSU 0300 – Student Success  
(EDUC 1300–Learning Frameworks may be substituted for STSU)  
RNSG 1208 – Dosage Calculations

Note: Prerequisite courses may be taken only twice for selection consideration. If a prerequisite course is taken more than twice, only the second grade will be calculated in the cumulative GPA for prerequisite courses. The second grade must be a “C” or better.

6. Pass the dosage calculations test with a score of 90% or higher (good for two years).
7. Submit official college transcript(s) showing completion of prerequisite courses.  
Applicants will be ranked and selected based on the following criteria
8. Applicants are not guaranteed acceptance. A minimum grade of “C” is required for all courses transferred. It is strongly recommended that prerequisite courses taken more than five (5) years prior, be audited.
9. Provide proof of health records and immunizations mandated by the Texas Department of State Health Services for health care workers. Note: All Hepatitis B series must be completed by the first clinical day of the first semester. This series requires six months to complete.
10. Provide proof of a current 2-year American Heart Association (AHA) Basic Life Support (BLS) Cardio Pulmonary Resuscitation (CPR) card.
11. “Conditional” acceptance into the nursing program is limited; applicants will be ranked and selected based on the following criteria:
  - a. Composite score of HESI A2 (Scores of 75 or greater will be considered for admission)
  - b. Grade obtained in prerequisite course: RNSG 1208 – Dosage Calculations
  - c. Additional points earned from taking prerequisite courses from ADN track.
  - d. *The Hudson High School cohort will have an additional interview requirement.*
12. Completion of all requirements by posted deadlines.
13. Applicants will be notified of “conditional” acceptance via Angelina College student email.
14. A background check will be done by Texas Board of Nursing procedure (TxBON). Clearance from the TxBON will allow you to apply for licensure and take the licensing exam.
15. A random drug screen will be required after admission into the nursing program, but prior to attending the clinical facility.

Students are allowed one entry and one re-entry into the nursing program. Contact Nursing office at (936) 633-5265 for questions or comments.

## Level 2 Certificate in Vocational Nursing

### (Health Professions Pathway)

<b>Required Prerequisite Courses</b>		<b>Credit Hrs</b>
RNSG 1208	Dosage Calculations for Nursing	2
<b>First Semester</b>		
VNSG 1405*	Health Science	4
VNSG 1304*	Foundations of Nursing	3
VNSG 1226*	Gerontology	2
VNSG 1423*	Basic Nursing Skills	4
VNSG 1361*	Clinical – PN	3
<b>Total Hours</b>		<b>16</b>
<b>Second Semester</b>		
VNSG 1331*	Pharmacology	3
VNSG 1429*	Medical/Surgical Nursing	4
VNSG 1330*	Maternal/Newborn	3
VNSG 1362*	Clinical – PN	3
<b>Total Hours</b>		<b>13</b>
<b>Third Semester</b>		
VNSG 1219*	Professional Development	2
VNSG 1334*	Pediatric Nursing	3
VNSG 1238*	Mental Illness	2
VNSG 1432*	Medical/Surgical Nursing II	4
VNSG 1363*	Clinical – PN	3
<b>Total Hours</b>		<b>14</b>
<b>Total Hours for Certificate</b>		<b>45</b>

\* See course descriptions for prerequisite and corequisite requirements.

# Office Administration

## Associate of Applied Science in Office Administration

(Business Pathway)

### First Year

#### First Semester

			Credit Hrs
STSU	0300	Student Success	0
ITSW	1301*	Intro to Word Processing	3
ITSW	1304	Intro to Spreadsheets	3
POFT	1309*	Administrative Office Procedures I	3
POFT	1319	Records & Info Management I	3
ACNT	1303	Introduction to Accounting <b>or</b>	
ACCT	2301	Principles of Financial Accounting	3
<b>Total Hours</b>			<b>15</b>

#### Second Semester

BUSI	1301	Business Principles	3
POFI	2331*	Desktop Publishing	3
POFT	1301	Business English	3
POFT	2303*	Speed & Accuracy Building	3
ACNT	1311*	Intro to Computerized Accounting <b>or</b>	
ACCT	2302*	Principles of Managerial Accounting	3
<b>Total Hours</b>			<b>15</b>

### Second Year

#### First Semester

ENGL	1301	Composition I	3
POFT	1321	Business Math	3
HRPO	1311	Human Relations	3
POFI	1301	Computer Applications <b>or</b>	
HITT	1305	Medical Terminology	3
XXXX	x3xx	Creative Arts Core	
		Choose from ARTS 1301, DRAM 1310, MUSI 1306, or MUSI 1310	3
<b>Total Hours</b>			<b>15</b>

#### Second Semester

SPCH	1321	Business & Professional Speech	3
BUSI	2304*	Business Report Writing & Correspondence	3
POFT	2364*	Practicum Admin Assistant	3
ECON	2301	Principles of Macroeconomics <b>or</b>	
PSYC	2301	General Psychology	3
MATH	1314*	College Algebra <b>or</b>	
MATH	1332*	Contemporary Math	3
<b>Total Hours</b>			<b>15</b>
<b>Total hours for Degree</b>			<b>60</b>

\*Prerequisites: See [Course Descriptions](#).

Capstone/Field Experience: POFT 2364 – Practicum, Administrative Assistant

## Level 1 Certificate in Office Administration (Business Pathway)

<b>First Semester</b>			<b>Credit Hrs</b>
ITSW	1301*	Intro to Word Processing	3
ITSW	1304	Intro to Spreadsheets	3
POFT	1309*	Administrative Office Procedures I	3
POFT	1319	Records & Info Management I	3
ACNT	1303	Intro to Accounting <b>or</b>	
ACCT	2301	Principles of Financial Accounting	3
<b>Total Hours</b>			<b>15</b>
<b>Second Semester</b>			
POFT	2303*	Speed & Accuracy Building	3
POFT	1301	Business English	3
POFT	1321	Business Math	3
POFI	2331*	Desktop Publishing	3
BUSI	2304*	Business Report Writing & Correspondence	3
<b>Total Hours</b>			<b>15</b>
<b>Total hours for Certificate</b>			<b>30</b>

\*Prerequisites: See [Course Descriptions](#).

Capstone Course: POFT 1309 – Administrative Office Procedures

## Level 1 Certificate in Office Administration – Word Processing (Business Pathway)

<b>First Semester</b>			<b>Credit Hrs</b>
ITSW	1301*	Introduction to Word Processing	3
POFI	2331*	Desktop Publishing	3
POFT	2303*	Speed & Accuracy Building	3
POFT	1301	Business English	3
ITSW	1304	Introduction to Spreadsheets	3
<b>Total Hours</b>			<b>15</b>

\*Prerequisites: See [Course Descriptions](#).



## Paralegal (Legal Assistant)

The purpose of the Paralegal Associate of Applied Science is to prepare students for employment as a paralegal/ legal assistant, with the knowledge and skills necessary to perform legal research, drafting, investigation, record-keeping and related administrative functions under the guidance and supervision of a licensed attorney. Students completing all course requirements and acquiring the associate degree would be eligible to apply for certification by examination, from the National Association of Legal Assistants.

### Associate of Applied Science in Paralegal (Legal Assistant) (Public Safety Pathway)

#### First Year

First Semester			Credit Hrs
STSU 0300	Student Success		0
LGLA 1307	Introduction to Law and the Legal Professions		3
LGLA 1303	Legal Research		3
LGLA 2305	Interviewing and Investigating		3
ITSW 1301	Introduction to Word Processing		3
ENGL 1301	English Composition		3
<b>Total Hours</b>			<b>15</b>

#### Second Semester

LGLA 1345	Civil Litigation		3
LGLA 1119	Legal Ethics		1
LGLA 2331	Advanced Legal Research		3
SPCH 1318	Interpersonal Communications		3
MATH 1314	College Algebra <b>or</b>		
XXXX x3xx	Core Life & Physical Science Course		3
XXXX x3xx	Creative Arts Core		
	Choose from ARTS 1301, DRAM 1310, MUSI 1306, or MUSI 1310		3
<b>Total Hours</b>			<b>16</b>

#### Second Year

##### First Semester

LGLA 1353	Wills, Trusts, and Probate Administration		3
LGLA 1355	Family Law		3
LGLA 1305	Legal Writing		3
LGLA 2313	Criminal Law and Procedure		3
GOVT 2305	Federal Government		3
<b>Total Hours</b>			<b>15</b>

##### Second Semester

LGLA 2371	Advanced Criminal Law and Procedure		3
LGLA 2309	Real Property		3
LGLA 2303	Torts and Personal Injury Law		3
PSYC 2301	General Psychology		3
LGLA 2266	Practicum (or Field Experience)		2
<b>Total Hours</b>			<b>14</b>
<b>Total Hours for Degree</b>			<b>60</b>

External Field Experience: LGLA 2266 Practicum

\*LGLA 1307 is a prerequisite to LGLA 2331, and a co-requisite of all other LGLA courses.

## **Pharmacy Technology Program (PHRA)**

Angelina College offers a cooperative pharmacy technology program with the area hospital, retail, mail order, and long-term care pharmacies. The certificate program is designed to provide understanding, proficiency, and skill in pharmacy technology. The corresponding associate degree offers program graduates the opportunity to further their education in the pharmacy technology field. Additional courses required to complete the associate degree provide students with the knowledge needed for many non-traditional or advanced pharmacy technician roles.

Angelina College is accredited for pharmacy technician training by the American Society of Health System Pharmacists (ASHP) and Accreditation Council for Pharmacy Education (ACPE). The program is PTCB approved, a requirement for taking the PTCE (Pharmacy Technician Certification Exams). Students must register with the Texas State Board of Pharmacy as an ACTIVE pharmacy technician-trainee prior to attending clinical. Students enrolled in the program will also be eligible to become certified in the preparation of intravenous admixtures. In addition, this will meet the required 40 hours of training on compounding sterile products. Upon completion of the program, the graduate will receive a certificate of completion from Angelina College and from the Pharmacy Technology Program and can exit at the certificate level and continue for completion of associate degree level.

The program curriculum is a balance of approved didactic, simulated lab and experiential training, which offers the students an opportunity for educational development as well as occupational competence during the certificate program. Students must achieve a minimum grade of “C” in all (PHRA) pharmacy technology courses or be dropped from the program. To graduate from the program, students must maintain an overall GPA of 2.0.

All applicants should be advised that any conviction of a felony or a misdemeanor charge (other than a minor traffic violation), or hospitalization or treatment for mental illness or chemical dependence can make you ineligible for certification. Applicants are informed of AC policies of illicit drug use, criminal background check, and immunization requirements during a mandatory information session.

### **Program Mission**

In accordance with the mission of Angelina College, the Pharmacy Technology Program provides quality pharmacy technician education in response to the unique needs and ethnic diversity of East Texas.

The mission of the pharmacy technology program is accomplished by:

1. Maintaining program accreditation by Texas Higher Education Coordinating Board (THECB), the American Society of Health-System Pharmacist (ASHP), Accreditation Council for Pharmacy Education (ACPE) and the Southern Association of College and Schools Commission on Colleges (SACSCOC).
2. Preparing students for certification and entry level into practice as a pharmacy technician.
3. Advocating a comprehensive approach to client/patient care through use of the safe procedures and processes.
4. Developing a curriculum that reflects advances in the pharmacy technology, current health trends and changes in individual family and community systems.

## Program Goals

1. Provide the highest quality instruction of a curriculum designed to prepare the graduate for an entry level into practice as a pharmacy technician.
2. Provide a curriculum designed to incorporate the knowledge, comprehension, and application of affective, psychomotor and critical thinking skills resulting in accreditation by the American Society of Health-System Pharmacist (ASHP)/ Accreditation Council for Pharmacy Education (ACPE).
3. Prepare graduates for certification and entry level employment.
4. Promote a caring orientation in a technologically changing environment.
5. Advocate a comprehensive approach to pharmacy technician education and training.
6. Implement a curriculum that reflects current health practices in retail, hospital pharmacy and mail-order market.

## Program Terminal Student Learning Outcomes

Upon the completion of a certificate of completion in Pharmacy Technology, the graduate technician should possess the knowledge and skills to implement safe, competent, entry level skills in a pharmacy setting. The graduate will accomplish this by the following:

1. Demonstrate entry level competencies for employment in the profession as a pharmacy technician by satisfactorily completing the ASHP/ACPE standards.
2. Utilize critical thinking as a basis for decision making in the role of the pharmacy technician.
3. Demonstrate an understanding of patient confidentiality, utilizing professional decision-making while assisting the pharmacist in serving patients.
4. Demonstrate an understanding of the control systems to maintain medication inventory.
5. Communicate clearly and professionally with all necessary parties including patients, co-workers, as well as other healthcare professionals.

## Admission Criteria for the Pharmacy Technology Program

1. Application and acceptance to Angelina College.
2. Attend a mandatory information session to obtain an application packet.
3. Completed application packet for pharmacy technology program **must be submitted by June 15<sup>th</sup> each year for consideration of fall entry. This application is complete only when all information requested is received.** This includes a completed physical health form, receiving appropriate immunizations as mandated by Texas Department of State Health Services (TDSHS) for health care workers, and proof of a current 2-year American Heart Association CPR card.
4. Student must be Texas Success Initiative (TSI) complete.
5. Send all official transcripts directly to Angelina College Registrar/Director of Enrollment Services from issuing schools/agencies. College transfer students must submit official transcripts from all colleges in which the applicant was enrolled. **A copy of official college transcripts and a high school transcript or GED scores should be turned in with the completed program (PHRA) application.**
6. “Conditional” acceptance into the pharmacy technology program will be limited; applicants will be ranked and selected based on a point system. The point system will be based on pre-admissions testing (test scores and Keyboarding score- 30 WPM or higher or a recent college-level computer course – grade C or better), attendance of information session, former health care work related experience, former college education courses or college degree, and completion of ALL requirements by the posted deadlines.

7. Interview: the top 20-30 eligible applicants will be interviewed. Candidates will be interviewed on an individual basis by the program director and faculty. Applicants will be required to take a basic math skills test and write a short essay on a topic prior to interviews on a schedule date in June.
8. Students who have been selected for “conditional” acceptance into the PHRA program will be notified with a letter from the Pharmacy Technology Program director by August 1st of each year.
9. Upon “conditional” acceptance to the program, a random drug screen, a background check, CPR certification, and immunizations uploaded and verified by our specified vendor are required at the student’s expense.
10. The drug screen and background check must be negative to receive “full” acceptance into the program.

## Associate of Applied Science in Pharmacy Technology (Health Professions Pathway)

### First Year Credit Hrs

#### Summer I Semester

STSU	0300	Student Success	0
BIOL	2404	General Anatomy & Physiology	4

**Total Hours 4**

#### Summer II Semester

HITT	1305*	Medical Terminology	3
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**Total Hours 3**

#### Fall Semester

PHRA	1301	Intro to Pharmacy	3
PHRA	1305	Drug Classification	3
PHRA	1309	Pharmaceutical Math	3
PHRA	1313	Community Pharmacy Practice	3
PHRA	1266	Practicum I	2
PHRA	1102	Pharmacy Law	1

**Total Hours 15**

#### Spring Semester

PHRA	1349	Institutional Pharmacy Practice	3
PHRA	1441	Drug Therapy & Treatment	4
PHRA	1345	Compounding Sterile Preparations	3
PHRA	1243	Certification Review	2
PHRA	2366	Practicum II	3

**Total Hours 15**

*Students are eligible for Level 2 Certificate of Completion in Pharmacy Technology upon completion of this semester.*

### Second Year

#### Summer I Semester

PHRA	1240**	Pharmacy Third Party Payment	2
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**Total Hours 2**

#### Fall Semester

PSYC	2301	General Psychology	3
ENGL	1301	English Composition	3
MRKG	1311	Principles of Marketing	3

**Total Hours 9**

#### Spring Semester

BUSG	2309	Small Business Management/Entrepreneurship	3
ITSW	1304	Introduction to Spreadsheet	3
SPCH	1318	Interpersonal Communication	3
XXXX	x3xx	Creative Arts Core	3
		Choose from ARTS 1301, DRAM 1310, MUSI 1306, or MUSI 1310	3

**Total Hours 12**

**Total Hours for Degree 60**

\*HITT 1305 is not required for certificate of completion.

\*\*Students must pass Pharmacy Technician Certification Exam before enrolling in PHRA 1240

## Level 2 Certificate of Completion in Pharmacy Technology Program (Health Professions Pathway)

<b>Summer I</b>		<b>Credit Hrs</b>
<b>Summer I, Summer II, or Fall Semester</b>		
BIOL 2404*	General Anatomy & Physiology	4
STSU 0300	Student Success	0
<b>Total Hours</b>		<b>4</b>
<b>Fall Semester</b>		
PHRA 1102**	Pharmacy Law	1
PHRA 1266**	Practicum 1**	2
PHRA 1301**	Introduction to Pharmacy***	3
PHRA 1305**	Drug Classification	3
PHRA 1309**	Pharmaceutical Mathematics I***	3
PHRA 1313**	Community Pharmacy Practice	3
<b>Total Hours</b>		<b>15</b>
<b>Spring Semester</b>		
PHRA 1345**	Compounding Sterile Preparations & Aseptic Techniques	3
PHRA 1349**	Institutional Pharmacy Practice	3
PHRA 1441**	Pharmacy Drug Therapy and Treatment	4
PHRA 2366**	Practicum II ****	3
PHRA 1243**	Pharmacy Technician Certification Review	2
<b>Total Hours</b>		<b>15</b>
<b>Total Hours for Certificate</b>		<b>34</b>

\*Must pass BIOL 2404 with a “C” or better to apply to the program.

\*\*Prerequisites and corequisites required. See [course descriptions](#). Courses must be taken in sequence.

\*\*\*PHRA 1309 can be taken prior to acceptance in the program (offered in spring semesters). PHRA 1301 can be taken prior to acceptance in the program (offered in Summer II).

\*\*\*\*Students must be 18 years of age or older by September 1 to participate in the PHRA practicum rotations.

# Radiologic Technology

## Radiography

The college offers a cooperative program with the area hospitals designed to provide understanding, proficiency, and skill in Radiography. Upon completion of the program, the successful student is granted an Associate of Applied Science Degree and is eligible to become certified by the American Registry of Radiographic Technologists.

The program curriculum is a balance of general education, technical courses and supervised practicum at area hospitals. The curriculum provides the student an opportunity for educational development and occupational competence during the two-year program. The student must achieve a minimum grade of “C” in all prerequisite and Radiography courses or be dropped from the program. To graduate from the program students must maintain an overall GPA of 2.0.

### Admission Criteria for the Radiologic Technology Program

1. Application and acceptance to Angelina College.
2. **Must be Texas Success Initiative (TSI) complete to apply to the program.**
3. Annually attend an information session to obtain a program application and/or information.
4. Submit completed application for the radiography program, completed physical health form, receive appropriate immunizations as mandated by the Texas Department of State Health Services for health care workers, and provide proof of current 2-year American Heart Association CPR Healthcare Provider card **no later than May 1<sup>st</sup> each year for August consideration. All requested information must be received by the program in order for the application to be complete. The hepatitis B series (3 shots in 6 months) must be completed by the first clinical day of the Fall semester.**
5. Complete all prerequisite courses prior to the designated selection date:
  - BIOL 2404 – Human A & P (General)
  - ENGL 1301 – Composition
  - PSYC 2301 – General Psychology
  - MATH 1314 – College Algebra
  - OR MATH 1332 – Contemporary Math**
  - RADR 1201 – Introduction to Radiography
  - RADR 1203 – Patient Care

**Prerequisite courses may be taken twice in a five-year period for selection consideration. If a prerequisite course is taken twice in a five-year period, only the second grade will be calculated in the cumulative GPA for program selection.**

**\*\*Exception – Prerequisite 5-Year Rule:** After a five (5) year period has elapsed, a student can attempt a prerequisite course for a third time and it will count toward the GPA calculation for program entrance. The third attempt will replace the oldest eligible prerequisite course attempt.
6. Submit official college transcript(s) indicating completion of prerequisite courses before the August decision date.
7. Acceptance into the radiography program is limited. Applicants will be ranked and selected based on the following criteria:
  - a. Completion of **all** prerequisite course requirements by published deadlines.

- b. Cumulative GPA in BIOL 2404, ENGL 1301, PSYC 2301, MATH 1314 or MATH 1332; RADR 1201, RADR 1203. Calculation of the GPA is accomplished after the end of the second Summer Session each year with students ranked in descending numerical order. In case of GPA tie(s), the following items will be used for final selection: students with higher grades in MATH 1314 or MATH 1332; BIOL 2404, RADR 1201 AND RADR 1203 will receive greater consideration.
  - c. “Conditional” program admission is based on the cumulative GPA in the prerequisite courses. The Radiography program currently accepts 20-23 students per year.
8. Applicants will be notified of “conditional” admission decisions by letter prior to Fall registration.
  9. Upon “conditional” acceptance into the program, a random drug screen and background check will be done at the student’s expense.
  10. The drug screen and background check must be negative/successful to receive “full” acceptance into the program.

### **Radiography Mission and Philosophy**

The Radiologic Technology Program, in concert with the mission and philosophy of Angelina College, is committed to provide a quality and comprehensive education in general radiography for preparation in the profession. Through didactic information, educational resources, and a variety of clinical experiences, the program is designed to develop competent, responsible and independent radiography professionals. The program’s mission is also supported by a dedicated team of experienced faculty, radiographers, and physicians who encourage and model life-long learning in radiography.

### **Goals**

1. Students will demonstrate entry-level competency for employment in the profession.
2. Students will recognize the importance of professionalism and ethical behavior.
3. Students will employ critical thinking and problem-solving skills.
4. Students will demonstrate the ability to communicate effectively.

### **Program Effectiveness Goals**

The program will accomplish its mission by graduating competent radiographers.

1. Graduates will pass the ARRT certification exam.
2. Graduates will be employed in the medical imaging field.
3. Graduates will be satisfied with their educational experience.
4. Employers will be satisfied with the quality of program graduates.

### **Program Student Learning Outcomes**

Upon the completion of an Associate of Applied Science degree in Radiologic Technology, the graduate should possess the knowledge and skills to implement safe, competent, entry level skills in diagnostic radiography.

#### **Goal 1: PSLO**

1. Students will properly position patients for routine radiographic procedures.
2. Students will select appropriate technical factors.
3. Students will employ safe radiation safety practices.

#### **Goal 2: PSLO**

1. Students will conduct themselves in a professional manner.
2. Students will demonstrate ethical behavior.
3. Students will be cognizant of the importance of life-long learning.



### Goal 3: PSLO

1. Students will critique radiographic images.
2. Students will modify routine procedures to meet the needs of the patient.

### Goal 4: PSLO

1. Students will explain radiographic procedures to patients.
2. Students will give clear instructions to patients.
3. Students will obtain accurate information regarding patient history.

## **State Licensing Requirements**

The State of Texas requires the certification of Medical Radiologic Technologists (MRT) through the Texas Medical Board (TMB).

The Radiography Program conforms to state requirements by being accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT) for the **General (or Specialty in Radiography) Certificate** (allowing for performance of all radiological procedures). JRCERT contact information: JRCERT, 20 N. Wacker Drive, Suite 2850, Chicago, IL 60606-3182. Phone: 312.704.5300, fax: 312.704.5304, and Internet: [www.jrcert.org](http://www.jrcert.org). or [mail@jrcert.org](mailto:mail@jrcert.org).

The graduate must apply for the American Registry of Radiologic Technologists (ARRT) certification examination, write the examination, and pass the examination.

The graduate must also complete an application to the TMB-MRT program, pay applicable fees, and furnish other documentation as required by the Texas Medical Board – MRT program. Once TMB has received your status report indicating that you passed and are in good standing with the ARRT, they will issue a **General (or Specialty in Radiography) Certificate**, allowing you to work as a radiographer in the State of Texas.

Students considering this program are advised that any conviction of a felony or misdemeanor charge (other than a minor traffic violation/DWI **is not** a minor traffic violation) can make you ineligible for certification by the ARRT and subsequently by the State of Texas. The ARRT is the only agency that can address whether they will or will not allow an individual with a criminal record to sit for their examination. If you are in doubt, students should investigate the possibilities with the ARRT at (651) 687-0048 or [www.arrt.org](http://www.arrt.org).

## Associate of Applied Science in Radiologic Technology (Health Professions Pathway)

### First Year

#### Summer Session I

	Credit Hrs
RADR 1201* Introduction to Radiography	2
RADR 1203 Patient Care	2
BIOL 2404 General Human Anatomy and Physiology	4
<b>Total Hours</b>	<b>8</b>

#### Summer Session II

ENGL 1301 Composition	3
PSYC 2301 General Psychology	3
MATH 1314 College Algebra <b>or</b>	
MATH1332 Contemporary Math	3
<b>Total Hours</b>	<b>9</b>

#### Fall Semester

STSU 0300 Student Success	0
RADR 1266* Practicum – Radiologic Technology/Science	2
RADR 1313* Principles of Radiographic Imaging I	3
RADR 1411* Basic Radiographic Procedures	4
RADR 2309* Radiographic Imaging Equipment	3
<b>Total Hours</b>	<b>12</b>

#### Spring Semester

RADR 1267* Practicum – Radiologic Technology/Science	2
RADR 2333* Advanced Medical Imaging	3
RADR 2401* Intermediate Radiographic Procedures	4
RADR 2305* Principles of Radiographic Imaging II	3
<b>Total Hours</b>	<b>12</b>

### Second Year

#### Summer Session I

RADR 2266* Practicum – Radiologic Technology/Science	2
<b>Total Hours</b>	<b>2</b>

#### Fall Semester

RADR 1302* Radiographic Image Evaluation I	3
RADR 2313* Radiation Biology & Protection	3
RADR 2366* Practicum – Radiologic Technology/Science	3
XXXX x3xx Creative Arts Core Elective	
Choose from ARTS 1301, DRAM 1310, MUSI 1306, or MUSI 1310	3
<b>Total Hours</b>	<b>12</b>

#### Spring Semester

RADR 1391* Special Topics in Medical Rad. Technology	3
RADR 2335* Radiologic Technology Seminar	3
RADR 2367* Practicum – Radiologic Technology/Science	3
<b>Total Hours</b>	<b>9</b>
<b>Total Hours for Degree</b>	<b>64</b>

\* Prerequisites and corequisites required. See [course descriptions](#). Courses must be taken in sequence.

## Real Estate

### Level 1 Advanced Certificate in Real Estate (Business Pathway)

First Semester			Credit Hrs
RELE	1201	Principles of Real Estate I	2
RELE	1238	Principles of Real Estate II	2
RELE	2201	Law of Agency	2
RELE	1211	Law of Contracts	2
RELE	1200	Contract Forms & Addenda	2
RELE	1319	Real Estate Finance	3
RELE	1221	Real Estate Marketing	2
<b>Total Hours</b>			<b>15</b>
Second Semester			
POFT	1301	Business English	3
RELE	1303	Real Estate Appraisal	3
RELE	2331	Real Estate Brokerage	3
RELE	1309	Real Estate Law <b>or</b>	
BUSI	2301	Business Law	3
RELE	1325	Real Estate Math <b>or</b>	
POFT	1321	Business Math	3
<b>Total Hours</b>			<b>15</b>
<b>Total hours for Certificate</b>			<b>30</b>

Capstone Course: RELE 1221 – Real Estate Marketing

### Level 1 Certificate in Real Estate Salesman (Business Pathway)

First Semester			Credit Hrs
RELE	1201	Principles of Real Estate I	2
RELE	1238	Principles of Real Estate II	2
RELE	2201	Law of Agency	2
RELE	1211	Law of Contracts	2
RELE	1200	Contract Forms & Addenda	2
RELE	1319	Real Estate Finance	3
RELE	1221	Real Estate Marketing <b>or</b>	2
RELE	2331	Real Estate Brokerage	2-3
<b>Total Hours</b>			<b>15-16</b>

Capstone Course: RELE 2331 – Real Estate Brokerage

## **Respiratory Care Program**

### **Respiratory Care Practitioner (RCP)**

The college offers a cooperative program with the area hospitals designed to provide understanding, proficiency, and skill in respiratory care. Upon successful completion of the program, the student is granted the Associate of Applied Science Degree. This qualifies the graduate to write the NBRC Therapist Multiple Choice Exam, and become a **Certified Respiratory Therapist (CRT)** and after passing the Clinical Simulation Exam become a **Registered Respiratory Therapist (RRT)**.

The program curriculum is a balance of general education and technical courses as well as supervised clinical at area hospitals. The curriculum provides the student an opportunity for educational development as well as occupational competence during the two-year programs. The student must achieve a “C” in all Respiratory Care courses and an overall “C” average in **all** coursework or be dropped from the program.

### **Respiratory Care Program Student Learning Outcomes**

Upon completion of an Associate of Applied Science degree in Respiratory Care, the graduate should possess the knowledge and skills to:

1. Demonstrate entry-level competencies for employment in the profession.
2. Utilize critical thinking/ problem solving skills to direct course of patient care.
3. Demonstrate the ability to communicate effectively with all involved with the patient.
4. Demonstrate awareness of the need for life-long learning in the profession.

### **Admissions Criteria**

#### **Respiratory Care Program**

1. Gain admission to the college. **Must be Texas Success Initiative (TSI) complete.**
2. Attend a Respiratory Care Information Session is mandatory for admission to the Respiratory Care program where the student will get an application packet. The dates and times are posted on AC webpage.
3. Submit the completed application packet by designated date.
4. Complete **ALL PREREQUISITE courses** listed below with a grade of “C” or better by designated date:

- STSU 0300 – Student Success
- RSPT 1201 – Introduction to Respiratory Care
- MATH 1332 – Contemporary Math or MATH 1314 College Algebra
- PSYC 2301 – General Psychology
- ENGL 1301 – English Composition
- BIOL 2404 – General Human Anatomy and Physiology

Note: Prerequisite courses may be taken only twice for selection consideration. If a prerequisite course is taken more than twice, only the second grade will be calculated in the cumulative GPA for prerequisite courses. This second grade must be at least a “C.”

5. Complete required health forms and submit them with complete immunization records by the July 1 (Note: college summer - office hours) for August consideration. Background screen must be completed by July 1. All vaccinations especially Hepatitis B vaccinations must be completed before the first week of clinicals. Drug screening will be required after **“conditional” acceptance** into the program at a random time. All expenses related to these health requirements, background check and drug screens as well as the

required students on line clinical documentation system are the student's responsibility. "Conditional" acceptance into the Respiratory Care program is limited; applicants will be ranked and selected based partially on the following criteria:

- Cumulative GPA in RSPT 1201, MATH 1301 or 1314, PSYC 2301, ENGL 1301, BIOL 2404
  - Completion of all requirements by posted deadlines.
  - Student must be physically able to the work of a Respiratory Therapist "See RC Handbook"
  - Selection of the authorized students for "conditional" acceptance (approx. 12 – 18) is based on a point system where GPA of the prerequisite courses are a major part. Other things like certification in health care fields or completed college degrees will be considered as well. A final personal meeting-interview with Respiratory Care Faculty members will be conducted with students who have completed all requirements for admission into the program.
6. Provide proof of current 2-year American Heart Association Health Care Provider CPR card.
  7. **Applicants will be notified of "conditional" acceptance decisions by posting of Angelina College student email.**
  8. **Student granted "conditional" entry into the program must notify Respiratory Care Program via email that they accept or don't accept entry into the program.**
  9. A background check at the student's expense must be completed by July 1.
  10. A drug screen at students' expense, must be done at a random time and be negative to receive "full" acceptance into the Respiratory Care Program.
  11. Students are allowed one entry and one re-entry into the Respiratory Care Program.
  12. Contact Respiratory Care office at (936) 633-5267 for questions or comments.

### **Respiratory Care Philosophy**

Respiratory Care functions within the parameters established by the Mission and Philosophy of Angelina College. Our mission is to provide quality education and services to enable students to develop their intellectual potential, to achieve career proficiency, to attain physical well-being and to enrich their social, cultural and civic experiences.

Just as the college is committed to its mission through its philosophy, the Respiratory Care Program embodies its major tenants. We will instill the principles of scholarship and teach good citizenship. Through our Respiratory Care Program, we are committed to helping a wide range of individuals prepare and maintain themselves for successful employment and living in a rapidly changing and highly technological world. The faculty is committed to diversified instruction which takes into consideration the dignity and worth of each individual and which encourages students to be creative and open-minded in their thinking and behavior. The Respiratory Care Program is also committed to serving the general and dynamic needs of the changing medical community. Involvement and interaction between the college and the communities of interest are essential to ensure relevance and vitality in the Respiratory Care Program and serves to enhance the economic, cultural and social life of the community. This commitment is based on the idea that lifelong learning is necessary for the maintenance and improvement of a democratic society and that education helps to equalize opportunity for all people.

Respiratory Care is an interpersonal process that is a direct and/or indirect service to people. The respiratory care practitioner may perform activities that range from assistance to the physician to the performance of many therapeutic and diagnostic modalities.

As a respiratory care student, you should approach respiratory care education as a continuous process which leads to a change in behavior. A dedicated team of experienced faculty, respiratory therapists, and physicians fosters a creative and innovative approach to respiratory care by establishing an atmosphere conducive to learning. The faculty is committed to help the student to identify, establish and reach educational and personal goals. This occurs in a climate of mutual acceptance and respect of individual differences. The student is encouraged to question, discuss, and seek more knowledge.

Students entering the program will have reasonable opportunity for success. The program is designed to be skills-oriented and emphasizes direct patient contact. At the completion of the program, the graduate is eligible for the NBRC Therapist Multi Choice exam and capable of adjusting techniques to allow for differences in patient condition and equipment thus making him/her an attractive employment prospect for the East Texas area.

### **Program Goals**

1. The program will graduate students with entry level respiratory skills.
2. The program will graduate students with the ability to problem-solve, think critically and communicate effectively.
3. The program will graduate students who demonstrate an awareness of the need to participate in life - long learning through professional development.
4. Graduates will be employed or actively engaged in pursuing a higher degree within six months of graduation.
5. Prepare graduates with demonstrated competence in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains of respiratory care practice as performed by Registered Respiratory Therapists (RRTs)."

### **State Licensing Requirements**

The State of Texas requires the certification and/or registry of the Respiratory Care Practitioner (RCP) through the Texas Medical Board.

The Respiratory Care Program conforms to state requirements by being accredited by the Commission on Accreditation for Respiratory Care (CoARC). The graduate must apply for the National Board for Respiratory Care (NBRC) Therapist Multiple Choice Examination, write and pass the examination. The graduate should authorize the NBRC to forward the information to the Texas Medical Board program.

The graduate must also complete an application to the TDSHS-RCP program, pay applicable fees, and furnish other documentation as required by the Texas Medical Board program. Once TDSHS has received the status report indicating that the student has passed and is in good standing from the NBRC, they will issue a Respiratory Care Practitioner Certificate (RCP), allowing him/her to work as a respiratory care practitioner in the state of Texas.

Students should be advised that any conviction of a felony or misdemeanor charge (other than a minor traffic violation/DUI is not a minor traffic violation) can make them ineligible for certification by the NBRC and subsequently by the State of Texas. The NBRC is the only agency that can address whether they will or will not allow an individual with a criminal record to write the examination. If in doubt, students should investigate the possibilities with the TMB by calling (512) 305-7030.

## Associate of Applied Science in Respiratory Care (Health Professions Pathway)

### First Year

#### Summer I Semester

			Credit Hrs
STSU 0300	Student Success		0
MATH 1332	Contemporary Math <b>or</b> Math 1314		3
BIOL 2404	General Human Anatomy & Physiology		4
<b>Total Hours</b>			<b>7</b>

#### Summer II Semester

RSPT	1201	Introduction to Respiratory Care	2
ENGL	1301	Composition I	3
PSYC	2301	General Psychology	3
<b>Total Hours</b>			<b>8</b>

#### Fall Semester

RSPT 1227	Applied Physics/ Chemistry for Respiratory Care	2
RSPT 1340	Advanced Cardiopulmonary	3
RSPT 1361	Respiratory Care Clinical I	3
RSPT 1410	Respiratory Care Procedures I	4
Total Hours		12

#### Spring Semester

RSPT 1362	Respiratory Care Clinical II	3
RSPT 1411	Respiratory Care Procedures II	4
RSPT 2210	Cardiopulmonary Disease	2
RSPT 2314	Mechanical Ventilation	3
Total Hours		12

### Second Year

#### Summer I Semester

RSPT	1261	Respiratory Care Clinical III	2
RSPT	2317	Respiratory Care Pharmacology	3
RSPT	2353	Neonatal Pedi Respiratory Care	3
Total Hours			8

#### Summer II

XXXX x3xx	Creative Arts Core	
	Choose from ARTS 1301, DRAM 1310, or MUSI 1306	3
	<b>Total Hours</b>	<b>3</b>

#### Fall Semester

RSPT	1137	Basic Dysrhythmia Interpretation	1
RSPT	2255	Critical Care Monitoring	2
RSPT	2305	Pulmonary Diagnostics	3
RSPT	2361	Respiratory Care Clinical IV	3
Total Hours			9

#### Spring Semester

RSPT 2231	Respiratory Care Simulations	2
RSPT 2230	Respiratory Care Exam Preparation	2
RSPT 2362	Respiratory Care Clinical IV	3
Total Hours		7
Total Hours for Degree		66

\*Prerequisites and corequisites required. See [course descriptions](#). Courses must be taken in sequence.

## Sound Recording Technology (SRT)

### Associate of Applied Science in Sound Recording Technology (SRT)

(Arts, Communications, & Humanities Pathway)

#### First Year

##### Fall Semester

		Credit Hrs
MUSI 1311	Music Theory I	3
MUSI 1116	Sight Singing and Ear Training I	1
MUAP x2xx	Applied Music I	2
MUSI 1181	Piano Class I	1
MUEN x1xx	Ensemble	1
MUSC 1327	Audio Engineering	3
ENGL 1301	Composition I	3
STSU 0300	Student Success	0

**Total Hours 14**

##### Spring Semester

MUSI 1312	Music Theory II*	3
MUSI 1117	Sight Singing and Ear Training II*	1
MUAP x2xx	Applied Music I	2
MUSI 1182	Piano Class II*	1
MUSC 2427	Audio Engineering II	4
MUEN x1xx	Ensemble	1
MUSI 1307	Music Literature <b>or</b>	
ENGL 1302	Composition II	3

**Total Hours 15**

##### Summer Semester

HIST 1301	US History I	3
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**Total Hours 3**

#### Second Year

##### Fall Semester

MUSI 2311	Music Theory III*	3
MUSI 2116	Sight Singing and Ear Training III*	1
MUSI 2181	Piano Class III*	1
MUSC 2347	Audio Engineering III	3
MATH 1314	College Algebra	3
SPCH 1315	Public Speaking <b>or</b>	
SPCH 1318	Interpersonal Communication	3

**Total Hours 14**

##### Spring Semester

MUSI 2312	Music Theory IV*	3
MUSI 2117	Sight Singing and Ear Training IV*	1
MUSI 2286	Internship: Recording Arts Technology/Technician	2
MUSI 2182	Piano Class IV	1
MUSB 1305	Survey of Music Business	3
MUSC 2101	Audio Engineering Practices	1
MUSI 1307	Music Literature <b>or</b>	
ENGL 1302	Composition II	3

**Total Hours 14**

**Total Hours for Degree 60**

\*Prerequisites: See [course descriptions](#).



## Level I Basic Certificate in Sound Recording Technology (SRT)

(Arts, Communications, & Humanities Pathway)

### First Year

#### First Semester

		Credit Hrs
MUSI 1192	Fundamentals of Guitar	1
MUSI 1181	Class Piano I	1
MUSC 1327	Intro to Audio Engineering I	3
MUEN 11xx	Ensemble	1
MUAP 12xx	Applied Instrument	2
Total Hours		8

#### Second Semester

MUSI 1182	Class Piano II	1
MUSC 2427	Audio Engineering II	4
MUEN 11xx	Ensemble	1
MUAP 12xx	Applied Instrument	2
Total Hours		8
Total Hours for Certificate		16

## Level I Advanced Certificate in Sound Recording Technology (SRT)

(Arts, Communications, & Humanities Pathway)

### First Year

#### First Semester

		Credit Hrs
MUSC 2347	Audio Engineering III	3
MUSI 1303	Fundamentals of Music	3
MUEN 11xx	Ensemble	1
MUAP 11xx	Applied Instrument	1
Total Hours		8

#### Second Semester

MUSB 1305	Survey of the Music Business	3
MUSC 2101	Audio Engineering Practices	1
MUSC 2286	Internship-Recording Arts Technology	2
MUAP 11xx	Applied Instrument	1
Total Hours		7
Total Hours for Certificate		15

# **Surgical Technology Program**

(Health Professions Pathway)

## **Surgical Technology Program**

Surgical technologists are allied health professionals, who are an integral part of the team of medical practitioners providing surgical care to patients. Surgical technologists work under the supervision of a surgeon to facilitate the safe and effective conduct of invasive surgical procedures, ensuring that the operating room environment is safe, that equipment functions properly, and that the operative procedure is conducted under conditions that maximize patient safety. Surgical technologists possess expertise in the theory and application of sterile and aseptic technique and combine the knowledge of human anatomy, surgical procedures, and implementation tools and technologies to facilitate a physician's performance of invasive therapeutic and diagnostic procedures.

Duties of a surgical technologist may include, but are not be limited to:

- Preparation of the operating room by setting up sterile back table, mayo stand, solutions (including medications), surgical instruments and equipment.
- Assembling of both sterile and non-sterile equipment, as well as adjusting and checking its functions to ensure that it is working properly.
- Preparing of patients for surgery by clipping and prepping incision sites.
- Transporting of patients to and from the operating room, positioning patients on the operating table and covering the patients with sterile surgical drapes.
- Following the surgeon's direction in passing instruments, holding retractors, cutting sutures and applying dressings.
- Counting sponges, needles, supplies and instruments before, during and after surgical procedures.
- Preparing specimens for laboratory analysis.

The profession of surgical technology allows graduates to pursue employment in different types of surgical environments. This may include independently owned surgical centers, physician's office, hospitals, hospital owned surgical centers and many more. Salary range varies depending on experience, certifications and the area you are employed in.

The following skills and abilities will be necessary for an individual applying for admission to the surgical technology program:

- Be an active listener and communicate verbally or in writing
- Possess a personal commitment to their education and the field of surgical technology
- Be conscientious, orderly and emotionally stable
- Possess the ability to respond quickly, and act independently, and as a functioning team member
- Manual dexterity to handle instruments quickly
- Possess the ability to handle the demands of the operating room environment
- Be professional, dependable, reliable, and a critical thinker
- Stay abreast of new developments in their field by continuing their education
- Responsible, and able to work well under pressure
- Need to be able to meet the emotional and physical needs of their patients
- Should be sensitive to the needs of people from a variety of cultures and backgrounds
- Also need to be able to keep information private
- Stay calm in emergency situations
- And be friendly and helpful to patients and staff

## **Program Accreditation**

Angelina College Surgical Technology Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), 25400 U.S. Hwy 19 N., Clearwater, FL, 33763 phone: 727-210-2350, web: [www.caahep.org](http://www.caahep.org).

## **Surgical Technology Mission and Philosophy**

The Surgical Technology Program, in concert with the mission and philosophy of Angelina College will be committed to provide a quality and comprehensive education in surgical technology for entry-level preparation into the profession.

### **Program Goals**

1. To provide the highest quality instruction of a curriculum designed to prepare the graduate to demonstrate the knowledge, comprehension, application of technical, affective, psychomotor and critical thinking skills, and competency in the role as an entry-level surgical technologist.
2. To produce graduates who are eligible and competent to pass the Certification for Surgical Technology (CST) examination upon completion of the program.
3. To promote and foster a desire for life-long learning and professional growth in each program graduate.
4. To provide students with both academic and clinical instruction in the field of Surgical Technology in order to meet the employment needs of the graduate and medical communities.

### **Program Objectives/Learning Outcomes**

1. Demonstrate entry-level competencies for employment in the profession.
2. Defend the importance of the physical, interpersonal, and ethical aspects of the role of the surgical technologist.
3. Utilize critical thinking as a basis for decision making in the role of a surgical technologist.
4. Assume accountability and responsibility for the quality of care provided to patients.
5. Recognize the importance of lifelong learning in the profession of surgical technology.

### **Admission Criteria**

Although Angelina College has an open-door policy, specific programs in the College have **selected admission**. The surgical technology program (SRGT) has a selected admission process because more students apply to the program than the program can accommodate. To be eligible for consideration for selection, applicants for the SRGT program must meet the following admission criteria. **Meeting criteria for selection does not guarantee admission to the program. Final selection will be based on the applicant pool and space availability.**

The following are the proposed **Admission Criteria** for the Surgical Technology program:

1. **Gain admission to Angelina College**  
Refer to the Angelina College Catalog and follow the steps as outlined under “Admission Information.”
  - Submit official high school transcripts, GED scores, and ALL previous college transcripts to Angelina College.
2. **Pre-admission Tests-ALL students must comply with these admission criteria**
  - a. **You must be TSI complete to take the required courses.**
  - b. **Please contact the Angelina College Testing Center at 936-633-5495 for testing times and dates.**

3. **Required pre-requisite courses:**  
Applicants must have all prerequisites completed with a grade of C or above by the end of the spring semester. SRFT 1405 – Introduction to Surgical Technology is a prerequisite course; up to twenty (20) qualified applicants are chosen to participate in this course. Upon completion of SRGT 1405, the top 10-12 students are chosen to continue into the program, along with two alternates. BIOL 2420 – Microbiology can be taken during the fall semester if a student does not pass in Summer I. If the student does not pass BIOL 2420 with a C or above on the second attempt, the student will be withdrawn from the surgical technology program. It is highly advised that students complete BIOL 2420 before entering the program. **Prerequisite courses may be taken only twice for selection consideration. If a prerequisite course is taken more than twice, only the second grade will be calculated in the cumulative GPA for prerequisite courses.**
4. **Complete an Online or Face-to-Face Surgical Technology Information Session**  
Applicants are required to complete an information session to obtain an application and receive further information. **Dates for information sessions are published on the Angelina College website, in local newspapers, or may be obtained from the program staff at 936-633-5265 or 936-633-5275.**
5. **Program Application**  
Submit a **completed** application with all required documents as listed on the front of the application packet by the designated date.
6. **Ranking of Applicants**  
Acceptance into the surgical technology program is limited; therefore, applicants will be ranked and selected based on a point system. The point system will be based upon completion of an online information session; former health care related work experience, completion of the required prerequisite courses with a minimum grade of “C”, and completion of ALL requirements by the posted deadline. The top 20 applicants will receive a letter of conditional acceptance within two (2) business days after final grades are due in the spring semester. Students will have one (1) week to accept or deny the offer to participate in SRGT 1405.
7. **Interview**  
The top 20 applicants may be interviewed on an individual basis by an Interview Committee and each applicant will be required to write a 1-page essay on their interest in the surgical technology program. **Letters of reference are also encouraged and are given points toward admission (maximum of 3).**
8. **Notification of Acceptance**  
Applicants will be notified of conditional admission decisions at the end of the summer I semester via student e-mail. Students will have two (2) days to respond and confirm the receipt of the notification and a decision to continue in the admission process via student e-mail. Letters will NOT be sent to personal e-mail.
9. **Acceptance**  
Upon “conditional” acceptance to the program, a random drug screen and background check will be completed at the students’ expense. This is paid for through the student’s Castle Branch account.
10. The drug screen and background check must be successful/negative to receive “full” acceptance into the Surgical Technology program.

## Associate of Applied Science in Surgical Technology

(Health Professions Pathway)

<b>First Semester – Prerequisite Courses</b>			<b>Credit Hrs</b>
STSU 0300	Student Success		0
ENGL 1301	Composition I		3
MATH 1332	Contemporary Mathematics		3
BIOL 2401	Anatomy and Physiology I		4
HITT 1305	Medical Terminology		3
<b>Total Hours</b>			<b>13</b>
<b>Second Semester – Prerequisite Courses</b>			
BIOL 2402	Anatomy and Physiology II		4
PSYC 2301	General Psychology		3
RNSG 1208	Dosage Calculations		2
XXXX x3xx	Creative Arts Core		
	Choose from ARTS 1301, DRAM 1310, MUSI 1306		3
<b>Total Hours</b>			<b>12</b>
<b>Summer I Semester – Prerequisite Courses</b>			
SRGT 1405	Introduction to Surgical Technology		4
BIOL 2420	Microbiology		4
<b>Total Hours</b>			<b>8</b>
<b>Summer II Semester</b>			
SRGT 1409	Fund. of Perioperative Concepts & Techniques		4
SRGT 1260	Clinical-Surgical Technologist I		2
<b>Total Hours</b>			<b>6</b>
<b>Fall Semester</b>			
SRGT 1541	Surgical Procedures I		5
SRGT 1542	Surgical Procedures II		5
SRGT 1360	Clinical-Surgical Technologist II		3
<b>Total Hours</b>			<b>13</b>
<b>Spring Semester</b>			
SRGT 1460	Clinical-Surgical Technologist II		4
SRGT 2360	Clinical-Surgical Technologist III		3
SRGT 2130	Professional Readiness (capstone course)		4
<b>Total Hours</b>			<b>8</b>
<b>Total hours for Degree</b>			<b>60</b>

## Teaching

The Associate of Arts in Teaching degree is designed for students who plan to transfer to a four-year college or university to pursue a Bachelor of Arts degree. Students working toward the Associate of Arts in Teaching degree will complete essential core requirements based on their major emphasis.

### Associate of Arts in Teaching Leading to Initial Texas Teacher Certification\* EC-6, 4-8, EC-12\* Special Education (Education Pathway)

#### 1st Year

1st Semester		Credit Hrs
ENGL 1301	Composition	3
HIST 1301	United States History I	3
MATH 1314	College Algebra	3
EDUC 1300 or PSYC 1300	Learning Framework	3
XXXX x3xx	Social and Behavioral Science Core	
	Choose from GEOG 1303**, PSYC 2301, or SOCI 1301	3
<b>Total Hours</b>		<b>15</b>

#### 2nd Semester

ENGL 1302	Composition II	3
HIST 1302	United States History II	3
SPCH 1315	Public Speaking	3
XXXX xxxx*	Life and Physical Sciences Core (Lecture + Lab)	
	Choose from BIOL, CHEM, GEOL, or PHYS	4
XXXX x3xx	Creative Arts Core	
	Choose from ARTS 1301, DRAM 1310, MUSI 1306, or MUSI 1310	3
<b>Total Hours</b>		<b>16</b>

#### 2nd year

##### 1st Semester

EDUC 1301	Introduction to the Teaching Profession	3
GOVT 2305	Federal Government	3
MATH 1350	Fundamentals of Mathematics I	3
XXXX xxxx	Major Elective***	3
XXXX xxxx*	Life and Physical Sciences Core (Lecture + Lab)	
	Choose from BIOL, CHEM, GEOL, or PHYS	4
<b>Total Hours</b>		<b>16</b>

##### 2nd Semester

EDUC 2301	Special Populations	3
GOVT 2306	Texas Government	3
MATH 1351	Fundamentals of Mathematics II	3
XXXX xxxx	Major Elective***	1
XXXX x3xx	Language, Philosophy, and Culture Core	
	Choose from ENGL 2322, 2323, 2327, 2328, 2332, 2333, 2341, SPAN 2311, or 2312	3
<b>Total Hours</b>		<b>13</b>

**Total Hours for Degree      60**

\* Check transferring institution for specific degree requirements

\*\*GEOG 1303 may be substituted for the degree requirement, but will not satisfy the core requirement

\*\*\* Choose major elective courses based on university requirements if transferring.

**Theatre**  
**Associate of Arts in Theatre**  
 (Arts, Communications, & Humanities Pathway)

<b>First Year</b>		<b>Credit Hrs</b>
<b>Fall Semester</b>		
DRAM 1310	Intro to Theatre	3
DRAM 1351	Acting I* <b>or</b>	
DRAM1330	Stagecraft*	3
DRAM 1120	Theatre Lab	1
ENGL 1301	Composition I	3
HIST 1301	US History I	3
STSU 0300	Student Success	0
<b>Total Hours</b>		<b>13</b>
<b>Spring Semester</b>		
DRAM 1341	Stage Makeup*	3
DRAM 1121	Theatre Lab*	1
ENGL 1302	Composition II	3
HIST 1302	US History II	3
MATH 1314	College Algebra <b>or</b> MATH 1332 Contemporary Math	3
XXXX xxxx	Life & Physical Sciences Core	
	Choose from BIOL, CHEM, GEOL, <b>or</b> PHYS	4
<b>Total Hours</b>		<b>17</b>
<b>Second Year</b>		
<b>Fall Semester</b>		
DRAM 1315	Acting I* <b>or</b>	
DRAM1330	Stagecraft*	3
DRAM 2120	Theatre Lab	1
GOVT 2305	Federal Government	3
ENGL 23xx	Sophomore Literature	
	Choose from ENGL 2322, 2323, 2327, 2328, 2332, 2333, <b>or</b> 2341	3
XXXX xxxx	Life & Physical Sciences Core	
	Choose from BIOL, CHEM, GEOL, <b>or</b> PHYS	4
<b>Total Hours</b>		<b>14</b>
<b>Spring Semester</b>		
DRAM 2121	Theatre Lab	1
** Cognitive Elective		3
SPCH 1315	Public Speaking	3
GOVT 2306	Texas Government	3
SOCI 1301	Introduction to Sociology <b>or</b>	
PSYC 2301	General Psychology	3
ENGL 23xx	Sophomore Literature	
	Choose from ENGL 2322, 2323, 2327, 2328, 2332, 2333, <b>or</b> 2341	3
<b>Total Hours</b>		<b>16</b>
<b>Total Hours for Degree</b>		<b>60</b>

\*Students with a focus in performance should select from DRAM 1352; DRAM 2336, MUAP 1181, 1182, or MUSI 1183. Students with a focus in technical theatre should select from DRAM 2331 or DRAM 1342. \*\*All Theatre majors must enroll in Theatre Lab for 4 semesters. Students should take Acting I & II and Stagecraft I & II on alternate years. Incoming Theatre majors do not have to take DRAM 1310 before Acting I.

# Welding Technology

## Associate of Applied Science in Welding Technology

(Manufacturing, Logistics, & Transportation Pathway)

This is a college degree program and is designed to provide students with a degree in welding which in addition to the certificates will open other possible job opportunities for graduates. This is designed for the advanced welder and requires completion of the Basic and Intermediate Certificates. It introduces students to advanced welding using SMAW and GTAW on “V” Groove pipe in advanced positions and standard joint designs. Mechanical Cutting using Oxy-Fuel and plasma is also covered in this certificate. This certificate will prepare students for jobs in and related to shutdowns, construction, refineries, and exotic material welding. Requires student to be TSI complete prior to graduation.

### First Year

#### First Semester

		Credit Hrs
STSU	0300 Student Success	0
WLDG	1428 Introduction to Shielded Metal Arc Welding (SMAW)	4
WLDG	1457 Intermediate Shielded Metal Arc Welding (SMAW)	4
ENGL	1301 Composition	3
WLDG	1313 Introduction to Blueprint Reading for Welders	3
<b>Total Hours</b>		<b>14</b>

#### Second Semester

WLDG	1337 Introduction to Welding Metallurgy	3
WLDG	2443 Advanced Shielded Metal Arc Welding (SMAW)	4
WLDG	2413 Intermediate Weld Using Multiple Processes	4
XXXX	x3xx Creative Arts Core	
	Choose from ARTS 1301, DRAM 1310, MUSI 1306, or MUSI 1310	3
<b>Total Hours</b>		<b>14</b>

### Second Year

#### First Semester

WLDG	2355 Advanced Welding Metallurgy	3
WLDG	1435 Introduction to Pipe Welding	4
SPCH	1318 Interpersonal Communication	3
WLDG	2406 Intermediate Pipe Welding	4
WLDG	2432 Welding Automation <b>or</b>	
HYDR	1409 Basic Fluid Power I (Hydraulics) <b>or</b>	
MCHN	1438 Basic Machine Shop I	4
<b>Total Hours</b>		<b>18</b>

#### Second Semester

WLDG	2453 Advanced Pipe Welding	4
WLDG	2451 Advanced Gas Tungsten Arc Welding (GTAW)	4
PHYS	1305 Elementary Physics	3
SOCI	1301 Introduction to Sociology	3
<b>Total Hours</b>		<b>14</b>
<b>Total Hours for Degree</b>		<b>60</b>

Capstone Course: WLDG 2451- Advanced Gas Tungsten Arc Welding (GTAW)

Note: Students are limited to two 4 Semester Hour Credit courses per semester without Lead Instructor approval.



## **Level 1 Certificate in Welding Technology – Basic**

(Manufacturing, Logistics, & Transportation Pathway)

This certificate is designed for the beginning welder. It introduces students to basic welding using SMAW, GMAW, and FCAW in all positions and standard joint designs. Cutting using Oxy-Fuel is also covered in this certificate. This certificate will prepare students for jobs in and related to manufacturing and production welding.

<b>First Semester</b>		<b>Credit Hrs</b>
WLDG 1428	Introduction to Shielded Metal Arc Welding (SMAW)	4
WLDG 1457	Intermediate Shielded Metal Arc Welding (SMAW)	4
TECM 1301	Industrial Mathematics	3
WLDG 1313	Introduction to Blueprint Reading for Welders	3
<b>Total Hours</b>		<b>14</b>
<b>Second Semester</b>		
WLDG 2443	Advanced Shielded Metal Arc Welding (SMAW)	4
WLDG 2413	Intermediate Weld Using Multiple Processes	4
<b>Total Hours</b>		<b>8</b>
<b>Total Hours for Certificate</b>		<b>22</b>

Comments: Capstone Course: WLDG 2413 - Intermediate Weld Using Multiple Processes.

Note: Students are limited to two 4 Semester Credit Hour courses per semester without Lead Instructor approval.

## Level 1 Certificate in Welding Technology – Intermediate

(Manufacturing, Logistics, & Transportation Pathway)

This certificate is designed for the intermediate welder and requires completion of the Basic Certificate. It introduces students to intermediate welding using SMAW on “V” Groove plate in all positions and standard joint designs. Mechanical Cutting using Oxy-Fuel is also covered in this certificate. This certificate will prepare students for jobs in and related to shutdowns, construction welding.

### First Year

#### First Semester

		Credit Hrs
WLDG 1428	Introduction to Shielded Metal Arc Welding (SMAW)	4
TECM 1301	Industrial Mathematics	3
WLDG 1457	Intermediate Shield Metal Arc Welding (SMAW)	4
WLDG 1313	Introduction to Blueprint Reading for Welders	3
<b>Total Hours</b>		<b>145</b>

#### Second Semester

WLDG 1337	Introduction to Welding Metallurgy	3
WLDG 2443	Advanced Shielded Metal Arc Welding (SMAW)	4
WLDG 2413	Intermediate Weld Using Multiple Processes	4
WLDG 2432	Welding Automation <b>or</b>	
MCHN1438	Basic Machine Shop I <b>or</b>	
HYDR 1409	Basic Fluid Power I (Hydraulics)	4
<b>Total Hours</b>		<b>15</b>

### Second Year

#### First Semester

WLDG 1435	Introduction to Pipe Welding	4
WLDG 2406	Intermediate Pipe Welding	4
<b>Total Hours</b>		<b>8</b>
<b>Total Hours for Certificate</b>		<b>37</b>

Comments: Capstone Course: WLDG 2406 – Intermediate Pipe Welding.

Note: Students are limited to two 4 Semester Credit Hour courses per semester without Lead Instructor approval

## Level 2 Certificate in Advanced Welding Technology

(Manufacturing, Logistics, & Transportation Pathway)

This certificate is designed for the advanced welder and requires completion of the Basic and Intermediate Certificates. It introduces students to advanced welding using SMAW and GTAW on “V” Groove pipe in advanced positions and standard joint designs. Mechanical Cutting using Oxy-Fuel and plasma is also covered in this certificate. This certificate will prepare students for jobs in and related to shutdowns, construction, refineries, and exotic material welding. **Requires student to be TSI complete prior to graduation.**

### First Year

#### First Semester

		Credit Hrs
WLDG 1428	Introduction to Shield Metal Arc Welding (SMAW)	4
TECM 1301	Industrial Mathematics	3
WLDG 1457	Intermediate Shielded Metal Arc Welding (SMAW)	4
WLDG 1313	Introduction to Blueprint Reading for Welders	3
<b>Total Hours</b>		<b>14</b>

#### Second Semester

WLDG 1337	Introduction to Welding Metallurgy	3
WLDG 2443	Advanced Shielded Metal Arc Welding (SMAW)	4
WLDG 2413	Intermediate Welding Using Multiple Processes	4
WLDG 2432	Welding Automation <b>or</b>	
MCHN1438	Basic Machine Shop I <b>or</b>	
HYDR 1409	Basic Fluid Power I (Hydraulics)	4
<b>Total Hours</b>		<b>15</b>

### Second Year

#### First Semester

WLDG 1435	Introduction to Pipe Welding	4
WLDG 2406	Intermediate Pipe Welding	4
WLDG 2355	Advanced Metallurgy	3
<b>Total Hours</b>		<b>11</b>

#### Second Semester

WLDG 2453	Advanced Pipe Welding	4
WLDG 2451	Advanced Gas Tungsten Arc Welding (GTAW)	4
<b>Total Hours</b>		<b>8</b>
<b>Total Hours for Certificate</b>		<b>48</b>

Comments: Capstone Course: WLDG 2451 - Advanced Gas Tungsten Arc Welding (GTAW).

Note: Students are limited to two 4 Semester Credit Hour courses per semester without Lead Instructor approval

## **Addendum: Selective-Entry Health Careers Programs**

Students who plan to apply to one of the selective-entry Health Careers Programs listed below should choose the [Associate of Arts in General Studies](#) as their major and complete the required prerequisite courses. Applicable programs include:

- [Emergency Medical Services](#)
- [Diagnostic Medical Sonography](#)
- [Nursing \(Associate Degree Track\)](#)
- [Pharmacy Technology](#)
- [Radiologic Technology](#)
- [Respiratory Therapy](#)
- [Surgical Technology](#)

Information about program requirements and prerequisite coursework can be found in the corresponding areas of the catalog. Interested students can obtain additional information about application procedures, information sessions, and program requirements from the program directors and staff located in the Health Careers I and Health Careers II Buildings.

## Course Descriptions

**ACCT 2301 – Principles of Accounting I.** Three hours credit. This course is an introduction to the fundamental concepts of financial accounting as prescribed by U.S. generally accepted accounting principles (GAAP) as applied to transactions and events that affect business organizations. Students will examine the procedures and systems to accumulate, analyze, measure, and record financial transactions. Students will use recorded financial information to prepare a balance sheet, income statement, statement of cash flows, and statement of shareholders' equity to communicate the business entity's results of operations and financial position to users of financial information who are external to the company. Students will study the nature of assets, liabilities and owner's equity while learning to use reported financial information for purposes of making decisions about the company. Students will be exposed to International Financial Reporting Standards (IFRS). Three lecture and one lab hour each week.

**ACCT 2302 – Principles of Accounting II.** Three hours credit. A continuation of ACCT 2301. This course is an introduction to the fundamental concepts of managerial accounting appropriate for all organizations. Students will study information from the entity's accounting system relevant to decisions made by internal managers, as distinguished from information relevant to users who are external to the company. The emphasis is on identification and assignment of product costs, operational budgeting and planning, cost control, and management decision making. Topics include product costing methodologies, cost behavior, operational and capital budgeting, and performance evaluation. Prerequisite: ACCT 2301 or equivalent. Three lecture and one lab hour each week.

**ACNT 1303 – Introduction to Accounting I.** Three hours credit. A study of analyzing, classifying, and recording business transactions in both a manual and a computerized environment. Emphasis is on understanding the complete accounting cycle and preparing financial statements, bank reconciliations, and payroll. Does not meet requirements for Associate of Science or B.B.A. degree. Three lecture hours and one lab hour each week.

**ACNT 1304 – Introduction to Accounting II.** Three hours credit. A study of accounting for merchandizing, notes payable, notes receivable, valuation of receivables and equipment and valuation of inventories in a manual and computerized environment. Prerequisites: ACNT 1303. Does not meet requirements for Associate of Science or a B.B.A. degree. Three lecture hours and one lab hour each week.

**ACNT 1311 – Introduction to Computerized Accounting.** Three hours credit. Introduction to utilizing the computer in maintaining accounting records, with primary emphasis on a general ledger package. Prerequisite: ACCT 2301 or equivalent plus typing skills. Three lecture hours and one lab hour each week. Lab fee. Taught in fall semester only.

**ACNT 1331 – Federal Income Tax for Individuals.** Three hours credit. A study of the federal tax law for preparation of individual income tax returns. Three lecture hours each week. Taught in Fall semester only. Lab fee.

**ACNT 2309 – Cost Accounting.** Three hours credit. Budgeting, cost analysis and cost control systems using traditional and contemporary costing methods and theories in decision making. Prerequisite: ACCT 2301 and ACCT 2302 or equivalent. Three lecture hours each week. Taught in spring semester only.

**ACNT 2488 – Accounting Internship.** Four hours credit. A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. Prerequisite: ACCT 2301. Capstone course. Taught in the spring semester only.

**ARCE 1452 – Structural Drafting.** Four hours credit. A study of structural systems including concrete foundations and frames, wood framing and trusses, and structural steel framing systems. Includes detailing of concrete, wood, and steel designed to meet industry standards including the American Institute of Steel Construction and the American Concrete Institute, with emphasis on framed and seated connectors, beam and column detailing, including units on concrete detailing conforming to the American Concrete Institute. Two lecture and four lab hours each week. Lab fee. Prerequisite: DFTG 1409.

**ARCE 2452 – Mechanical and Electrical Systems.** Four hours credit. The properties of building materials (assemblies), specifications, codes, vendor references and uses of mechanical, plumbing, conveying, and electrical systems as they relate to architecture for residential and commercial construction. Two lecture and four lab hours each week. Lab fee. Prerequisite: DFTG 1417.

**ARTC 1192 – Special Topics in Design and Visual Communication.** One hour credit. Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency. Two lab hour per week. Lab fee.

**ARTC 1402 – Digital Imaging I.** Four hours credit. Digital imaging using raster image editing and/or image creation software: scanning, resolution, file formats, output devices, color systems, and image-acquisitions. Two lecture hours and four lab hours per week. Prerequisite: COMM 1318. Lab fee. A grade of B or better is required in this class to enroll in IMED 2266 Practicum (or Field Experience). Lab fee.

**ARTC 1413 – Digital Publishing I.** Four hours credit. The fundamentals of using digital layout as a primary publishing tool and the basic concepts and terminology associated with typography and page layout. Prerequisite: COMM 1318. A grade of B or better is required in this class to enroll in IMED 2266 Practicum (or field experience). Two lecture and four lab hours each week. Lab fee.

**ARTC 2405 – Digital Imaging II.** Four hours credit. Principals of digital image processing and digital painting. Emphasis on raster-based imaging and the creative aspects of electronic illustration for commercial or fine art applications. Prerequisite: ARTC 1402. A grade of B or better is required in this class to enroll in IMED 2266 Field Experience. Two lecture and four lab hours each week. Lab fee.

**ARTC 2413 – Digital Publishing II.** Four hours credit. Includes layout procedures from thumbnails and roughs to final comprehensive and print output. Emphasis on design principles for the creation of advertising and publishing materials, and techniques for efficient planning and documenting projects. Prerequisite: ARTC 1413. A grade of B or better is required in this class to enroll in IMED 2266 Field Experience. Two lecture hours and four lab hours each week. Lab fee.

**ARTS 1301 – Art Appreciation.** Three hours credit. A general introduction to the visual arts designed to create an appreciation of the vocabulary, media, techniques, and purposes of the creative process. Students will critically interpret and evaluate works of art within formal, cultural, and historical contexts. Three lecture hours each week

**ARTS 1303 – Art History I (Prehistoric to the 14<sup>th</sup> Century).** Three hours credit. A chronological analysis of the historical and cultural contexts of the visual arts from prehistoric times to the 14th century. Three lecture hours each week.

**ARTS 1304 – Art History II (14<sup>th</sup> Century to the Present).** Three hours credit. A chronological analysis of the historical and cultural contexts of the visual arts from the 14th century to the present day. Three lecture hours each week.

**ARTS 1311 – Design I (2-Dimensional).** Three hours credit. An introduction to the fundamental terminology, concepts, theory, and application of two-dimensional design. Two lecture hours and four lab hours each week. Lab fee.

**ARTS 1316 – Drawing I.** Three hours credit. A foundation studio course exploring drawing with emphasis on descriptive, expressive, and conceptual approaches. Students will learn to see and interpret a variety of subjects while using diverse materials and techniques. Course work will facilitate a dialogue in which students will engage in critical analysis and begin to develop their understanding of drawing as a discipline. Two lecture and four lab hours each week. Lab fee.

**ARTS 2316 – Painting I.** Three hours credit. Exploration of ideas using painting media and techniques. Two lecture and four lab hours each week. Prerequisite: ARTS 1311 and 1316 or consent of instructor. Lab fee.

**ARTS 2323 – Life Drawing.** Three hours credit. Basic study of the human form. Two lecture and four lab hours per week. Prerequisite: ARTS 1316 or consent of instructor. Lab fee.

**ARTS 2348 – Digital Arts I.** Three hours credit. Studio course that explores the potential of the computer hardware and software medium for their visual, conceptual, and practical uses in the visual arts. Two lecture and four lab hours each week. Prerequisites: ARTS 1316 and ARTS 1311 or instructor approval. Lab fee.

**ARTS 2356 – Photography I (Graphic Arts emphasis).** Three hours credit. Introduction to the basics of photography, which includes camera operation, techniques, knowledge of chemistry, and presentation skills. In addition, emphasis on design, history, and contemporary trends as a means of developing an understanding of photographic aesthetics will be discussed. Cross-listed with journalism emphasis as COMM 1318. Two lecture hours and three lab hours per week. Lab fee.

**ARTS 2366 – Watercolor Painting.** Three hours credit. Exploration of ideas using water-based painting media and techniques. Conceptual development through transparent paint; work in transparent and non-transparent aqua-based media on paper surfaces. Two lecture and four lab hours each week. Lab fee.

**ARTV 1352 – Digital Video.** Four hours credit. Producing and editing video and sound for multimedia or Web productions. Emphasizes capture, editing, and outputting of video using a desktop digital video workstation. Two lecture and four lab hours per week. Prerequisite: ARTS 2373 or instructor approval. Lab fee.

**AUMT 1407 – Automotive Electrical Systems.** Four hours credit. An overview of automotive electrical systems including topics in operational theory, testing, diagnosis, and repair of charging and starting systems, and electrical accessories. Emphasis on electrical principles schematic diagrams, and service manuals. May be taught manufacturer specific. Utilizing appropriate safety measures, the student will

define basic electrical principles; interpret wiring schematics and symbols; explain operation of batteries, starting/charging systems, and automotive circuits; use test equipment; and perform basic electrical repairs. Concurrent enrollment in AUMT 1410. Two lecture and six lab hours each week. Lab fee.

**AUMT 1410 – Automotive Brake Systems.** Four hours credit. Operation and repair of drum/disc type brake systems. Topics include brake theory, diagnosis, and repair of power, manual, and anti-lock brake systems, and parking brakes. May be taught manufacturer specific. Utilizing appropriate safety measures, the student will explain operation of modern brake systems; and diagnose and repair hydraulic systems, drum/disc brake systems, and anti-lock brake systems. Concurrent enrollment in AUMT 1407. Two lecture and six lab hours each week. Lab fee.

**AUMT 1416 – Suspension and Steering.** Four hours credit. Diagnosis and repair of automotive suspension and steering systems including electronically controlled systems. Includes component repair, alignment procedures and tire and wheel service. May be taught manufacturer specific. Utilizing appropriate safety measures, the student will explain operations of suspension and steering systems; diagnose and repair system components including electronically controlled systems; perform wheel alignment procedures; and perform tire service and repair. Prerequisite: AUMT 1407. Two lecture and six lab hours each week. Lab fee.

**AUMT 1419 – Automotive Engine Repair.** Four hours credit. Fundamentals of engine operation, diagnosis and repair. Emphasis on identification, inspection, measurements, disassembly, repair, and reassembly of the engine. May be taught manufacturer specific. Utilizing appropriate safety measures, the student will explain engine operating principles, demonstrate engine diagnostic procedures: cylinder head, valve train, block assembly, lubrication, and cooling systems. Two lecture and six lab hours each week. Lab fee.

**AUMT 1445 – Automotive Climate Control Systems.** Four hours credit. Diagnosis and repair of manual/electronic climate control systems; includes the refrigeration cycle and EPA guidelines for refrigerant handling. May be taught manufacturer specific. The student will use safety procedures including proper refrigerant handling; explain the refrigeration cycle; and diagnose and repair systems. Prerequisites: AUMT 1407. Two lecture and six lab hours each week. Lab fee.

**AUMT 2417 – Engine Performance Analysis I.** Four hours credit. Theory, operation, diagnosis of drivability concerns, and repair ignition and fuel delivery systems. Use of current engine performance diagnostic equipment. May be taught manufacturer specific. Utilizing appropriate safety measures, the student will explain engine dynamics; diagnose and repair ignition system and fuel delivery systems and use current engine performance diagnostic equipment. Prerequisite/corequisite: AUMT 1407. Two lecture and six lab hours each week. Lab fee.

**AUMT 2425 – Automotive Automatic Transmission and Transaxle.** Four hours credit. A study of the operation, hydraulic principles, and electronic controls of modern automatic transmissions, manual transmissions and automatic and manual transaxles, transfer cases and differentials. Diagnosis, disassembly and assembly procedures with emphasis on the use of special tools and proper repair techniques. May be taught manufacturer specific. Utilizing appropriate safety measures, the student will diagnose, service, adjust and repair automatic transmissions/transaxles, manual transmissions/transaxles, transfer cases and differentials. Prerequisite: AUMT 1407. Two lecture and six lab hours each week. Lab fee.



**AUMT 2434 – Automotive Engine Performance Analysis II.** Four Credit hours. Diagnosis and repair of emission systems, computerized engine performance systems, and advanced ignition and fuel systems. Includes use of advanced engine performance diagnostic equipment. May be taught manufacturer specific. Utilizing appropriate safety measures, the student will diagnose and repair emission control systems; computerized engine performance systems, and advanced ignition and fuel systems; and use of advanced engine performance diagnostic equipment. Prerequisite: AUMT 2417. Two lecture and six lab hours each week. Lab fee.

**AUMT 2480 – Cooperative Education – Automotive Technology.** Four hours credit. Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience including a lecture component. The work experience consists of approximately 320 hours of on-the-job training. As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. Fulltime hours each week at a local dealership. Prerequisites: Completion of all AUMT lecture and lab courses with a grade of "C" or better. Capstone experience.

**BCIS 1305 – Business Computer Applications.** Three hours credit. Introduces and develops foundational skills in applying essential and emerging business productivity information technology tools. The focus of this course is on business productivity software applications, including word processing, spreadsheets, databases, presentation graphics, data analytics, and business-oriented utilization of the internet. Three hours lecture and one hour lab per week.

**BIOL 1322 – Nutrition & Diet Therapy.** Three hours credit. This course introduces general nutritional concepts in health and disease and includes practical applications of that knowledge. Special emphasis is given to nutrients and nutritional processes including functions, food sources, digestion, absorption, and metabolism. Food safety, availability, and nutritional information including food labels, advertising, and nationally established guidelines are addressed (Cross-listed as HECO 1322). Three lecture hours each week.

**BIOL 1406 – Biology for Science Majors I (Lecture + Lab).** Four hours credit. Fundamental principles of living organisms will be studied, including physical and chemical properties of life, organization, function, evolutionary adaptation, and classification. Concepts of cytology, reproduction, genetics, and scientific reasoning are included. The laboratory portion of the course will reinforce the fundamental principles of living organisms, including physical and chemical properties of life, organization, function, evolutionary adaptation, and classification. Study and examination of the concepts of cytology, reproduction, genetics, and scientific reasoning are included. This course is designed for science or related majors. Three lecture and three lab hours each week. Lab fee.

**BIOL 1407 – Biology for Science Majors II (Lecture + Lab).** Four hours credit. The diversity and classification of life will be studied, including animals, plants, protists, fungi, and prokaryotes. Special emphasis will be given to anatomy, physiology, ecology, and evolution of plants and animals. The laboratory portion of the course will reinforce study of the diversity and classification of life, including animals, plants, protists, fungi, and prokaryotes. Special emphasis will be given to anatomy, physiology,

ecology, and evolution of plants and animals. Recommended prerequisite: BIOL 1406. Three lecture and three lab hours each week. Lab fee.

**BIOL 1408 – Biology for Non-science Majors I (Lecture + Lab).** Four hours credit. Provides a survey of biological principles with an emphasis on humans, including chemistry of life, cells, structure, function, and reproduction. The laboratory portion of this course will reinforce a survey of biological principles with an emphasis on humans, including chemistry of life, cells, structure, function, and reproduction. **THIS COURSE IS NOT INTENDED FOR SCIENCE MAJORS.** Three lecture and three lab hours each week. Lab fee.

**BIOL 1409 – Biology for Non-science Majors II (Lecture + Lab).** Four hours credit. This course will provide a survey of biological principles with an emphasis on humans, including evolution, ecology, plant and animal diversity, and physiology. The laboratory portion of this course will reinforce a survey of biological principles with an emphasis on humans, including evolution, ecology, plant and animal diversity, and physiology. **THIS COURSE IS NOT INTENDED FOR SCIENCE MAJORS.** Three lecture and three lab hours each week. Lab fee.

**BIOL 1411 – General Botany (Lecture + Lab).** Four hours credit. Fundamental biological concepts relevant to plant physiology, life cycle, growth and development, structure and function, and cellular and molecular metabolism. The role of plants in the environment, evolution, and phylogeny of major plant groups, algae, and fungi is also included. The laboratory portion of this course will reinforce fundamental biological concepts relevant to plant physiology, life cycle, growth and development, structure and function, and cellular and molecular metabolism. The role of plants in the environment, evolution, and phylogeny of major plant groups, algae, and fungi is also included. (This course is intended for Science Majors). Three lecture and three lab hours each week. Lab fee.

**BIOL 1413 – General Zoology (Lecture + Lab).** Four hours credit. Fundamental biological concepts relevant to animals, including systematics, evolution, structure and function, cellular and molecular metabolism, reproduction, development, diversity, phylogeny, and ecology. The laboratory portion of this course will reinforce fundamental biological concepts relevant to animals, including systematics, evolution, structure and function, cellular and molecular metabolism, reproduction, development, diversity, phylogeny, and ecology. (This course is intended for Science Majors). Three lecture and three lab hours each week. Lab fee.

**BIOL 2106 – Environmental Biology Laboratory.** One hour credit. Laboratory activities will reinforce principles of environmental systems and ecology, including biogeochemical cycles, energy transformations, abiotic interactions, symbiotic relationships, natural resources and their management, lifestyle analysis, evolutionary trends, hazards and risks, and approaches to ecological research. Three lab hours each week. Corequisite: BIOL 2306. Lab fee.

**BIOL 2306 – Environmental Biology (Lecture + Lab).** Three hours credit. Principles of environmental systems and ecology, including biogeochemical cycles, energy transformations, abiotic interactions, symbiotic relationships, natural resources and their management, lifestyle analysis, evolutionary trends, hazards and risks, and approaches to ecological research. Corequisite: BIOL 2106. Three lecture hours each week.

**BIOL 2401 – Anatomy and Physiology I (Lecture + Lab).** Four hours credit. Anatomy and Physiology I is the first part of a two course sequence. It is a study of the structure and function of the human body including cells, tissues and organs of the following systems: integumentary, skeletal, muscular, nervous

and special senses. Emphasis is on interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis. The lab provides a hands-on learning experience for exploration of human system components and basic physiology. Prerequisite: Meet TSI college readiness standards for reading and writing. Three lecture and three lab hours each week. Lab fee.

**BIOL 2402 – Anatomy and Physiology II (Lecture + Lab).** Four hours credit. Anatomy and Physiology II is the second part of a two-course sequence. It is a study of the structure and function of the human body including the following systems: endocrine, cardiovascular, immune, lymphatic, respiratory, digestive (including nutrition), urinary (including fluid and electrolyte balance), and reproductive (including human development and genetics). Emphasis is on interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis. The lab provides a hands-on learning experience for exploration of human system components and basic physiology. Three lecture and three lab hours each week. Prerequisite: Meet TSI college readiness standards for reading and writing; Grade of C or better in BIOL 2401. Lab fee.

**BIOL 2404 – General Anatomy and Physiology (Lecture + Lab).** Four hours credit. Study of the structure and function of human anatomy, including the neuroendocrine, integumentary, musculoskeletal, digestive, urinary, reproductive, respiratory, and circulatory systems. Prerequisite: Meet TSI college readiness standards for reading and writing. Three lecture and three lab hours each week. Lab fee.

**BIOL 2420 – Microbiology for Non-science Majors (Lecture + Lab).** Four hours credit. This course covers basic microbiology and immunology and is primarily directed at pre-nursing, pre-allied health, and non-science majors and covers the basics of microbiology. It provides an introduction to historical concepts of the nature of microorganisms, microbial diversity, the importance of microorganisms and acellular agents in the biosphere, and their roles in human and animal diseases. Major topics include bacterial structure as well as growth, physiology, genetics, and biochemistry of microorganisms. Emphasis is on medical microbiology, infectious diseases, and public health. The laboratory portion of this course covers basics of culture and identification of bacteria and microbial ecology. Prerequisite: TSIA Complete. Lab fee. Three lecture and three lab hours each week.

**BIOL 2421 – Microbiology for Science Majors (Lecture + Lab).** Four hours credit. Principles of microbiology, including metabolism, structure, function, genetics, and phylogeny of microbes. The course will also examine the interactions of microbes with each other, hosts, and the environment. The laboratory portion of the course will reinforce principles of microbiology, including metabolism, structure, function, genetics, and phylogeny of microbes. The lab will also examine the interactions of microbes with each other, hosts, and the environment. Prerequisites: CHEM 1411, BIOL 1406 and BIOL 1407 or BIOL 1411 and BIOL 1413. Three lecture and three lab hours each week. Lab fee.

**BMGT 1301 – Supervision.** Three hours credit. A study of the role of the supervisor. Includes managerial functions as applied to leadership, counseling, motivation, and human relations skills are examined. Three lecture hours each week.

**BMGT 1327 Principles of Management.** Three hours credit. Concepts, terminology, principles, theories, and issues in the field of management. Three lecture hours each week. This is a capstone course.

**BMGT 1341 Business Ethics.** Three hours credit. Discussion of ethical issues, the development of moral frame of reference, and the need for an awareness of social responsibility in management practices and business activities. Includes ethical corporate responsibility. Three lecture hours each week.

**BUSG 1191 – Special Topics in Business Administration and Management, General, (SIFE).** One hour credit. Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. May be repeated for credit.

**BUSG 1380, 1381 – Cooperative Education I, II, III, & IV – Business/Commerce, General.** Three hours credit. Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. One hour lecture and fourteen hours on the job per week. A weekly one-hour seminar is held in conjunction with the student's job. BUSG 1381 is a capstone course.

**BUSG 2309 – Small Business Management.** Three hours credit. Starting, operating, and growing a small business. Includes essential management skills, how to prepare a business plan, accounting, financial needs, staffing, marketing strategies, and legal issues. Three lecture hours each week.

**BUSI 1301 – Business Principles.** Three hours credit. This course provides a survey of economic systems, forms of business ownership, and considerations for running a business. Students will learn various aspects of business, management, and leadership functions; organizational considerations; and decision-making processes. Financial topics are introduced, including accounting, money and banking, and securities markets. Also included are discussions of business challenges in legal and regulatory environment, business ethics, social responsibility, and international business. Emphasized is the dynamic role of business in everyday life. Three lecture hours each week.

**BUSI 1307 – Personal Finance.** Three hours credit. Personal and family accounts, budgets and budgetary control, bank accounts, charge accounts, borrowing, investing, insurance, standards of living, renting or home ownership, and wills and trust plans. (Cross-listed as HECO 1307.) NOTE: This course is not part of the business field of study and may not transfer toward a degree in business. Three lecture hours each week.

**BUSI 2301 – Business Law.** Three hours credit. The course provides the student with foundational information about the U.S. legal system and dispute resolution, and their impact on business. The major content areas will include general principles of law, the relationship of business and the U.S. Constitution, state and federal legal systems, the relationship between law and ethics, contracts, sales, torts, agency law, intellectual property, and business law in the global context. Prerequisite: sophomore standing or approval of the Dean. Three lecture hours each week.

**BUSI 2304 – Business Report Writing and Correspondence.** Three hours credit. Theory and applications for technical reports and correspondence in business. Includes an oral component. Three hours lecture per week. This is a capstone course.

**BUSI 2305 – Business Statistics.** Three hours credit. Descriptive and inferential statistical techniques for business and economic decision-making. Topics include the collection, description, analysis, and summarization of data; probability; discrete and continuous random variables; the binomial and normal distributions; sampling distributions; tests of hypotheses; estimation and confidence intervals; linear regressions; and correlation analysis. Statistical software is used to analyze data throughout the course. Prerequisite: MATH 1324 and BCIS 1305. Three hours lecture per week.

**CDEC 1359 – Children with Special Needs.** Three hours credit. A survey of information regarding children with special needs including possible causes and characteristics of exceptionalities, intervention strategies, available resources, referral processes, the advocacy role, and legislative issues.

**CDEC 1413 – Curriculum Resources for Early Childhood Programs.** Four hours credit. A study of the fundamentals of developmentally appropriate curriculum design and implementation in early care and education programs for children birth through age eight. The course includes 32 hours of field experiences and three lecture hours each week. Four hours of field experience hours must be conducted weekly for eight assigned weeks. Lab fee.

**CDEC 1417 Child Development Associate Training I.** Four hours credit. Based on the requirements for the Child Development Associate credential (CDA). Topics include CDA overview, observation skills, and child growth and development. The four functional areas of study are creative, cognitive, physical, and communication. The course includes 2 hours of lab and three lecture hours each week. A total of 150 lab hours required for credentialing process. Lab fee.

**CDEC 1419 – Child Guidance.** Four hours credit. An exploration of guidance strategies for promoting pro-social behaviors with individual and groups of children. Emphasis on positive guidance principles and techniques, family involvement, and cultural influences. The course includes 32 hours of field experiences and three lecture hours each week. Four hours of field experience must be conducted weekly for eight assigned weeks. Lab fee.

**CDEC 1421 – The Infant & Toddler.** Four hours credit. A study of appropriate infant and toddler programs (birth to age 3), including an overview of development, quality routines, learning environments, materials and activities, and teaching/guidance techniques. The course includes 32 hours of field experiences and three lecture hours each week. Four hours of field experience must be conducted weekly for eight assigned weeks. Lab fee.

**CDEC 1458 – Creative Arts for Early Childhood.** Four hours credit. An exploration of principles, methods, and materials for teaching music, movement, visual arts, and dramatic play through process-oriented experiences to support divergent thinking for children birth through age eight. Course includes 32 hours of field experiences. Three lecture hours each week. Four hours of field experience must be conducted weekly for eight assigned weeks. Lab fee.

**CDEC 2422 – Child Development Associate Training II.** Four hours credit. A continuation of the study of the requirements for the Child Development Associate credential (CDA). The six functional areas of study include safe, healthy, learning environment, self, social, and guidance. The course includes 2 hours of lab and three lecture hours each week. A total of 150 lab hours required for credentialing process. Lab fee.

**CDEC 2424 – Child Development Associate Training III.** Four hours credit. Continuation of the requirements for the Child Development Associate credential (CDA). The three functional areas of study include family, program management and professionalism. The course includes 2 hours of lab and three lecture hours each week. A total of 150 lab hours required for credentialing process. Lab fee.

**CDEC 2426 – Administration of Programs for Children.** Four hours credit. Application of management procedures for early care and education programs. Includes planning, operating, supervising, and evaluating programs. Topics cover philosophy, types of programs, policies, fiscal management, regulations, staffing, evaluation, and communication. The course includes 32 hours of field experience

and three lecture hours each week. Four hours of field experience must be conducted weekly for eight assigned weeks. Lab fee.

**CETT 1325 – Digital Fundamentals.** Three hours credit. An entry level course in digital electronics to include numbering systems, logic gates, Boolean algebra, and combinational logic. Students will be able to construct digital circuits such as combinational logic circuits, clocking and timing circuits, and troubleshoot various digital circuits using schematic diagrams. Students will be able to construct various control systems using digital logic and interface circuitry. Corequisite: TECM 1301. Two lecture and two lab hours each week. Lab fee.

**CETT 1349 – Digital Systems.** Three hours credit. An entry level course in digital electronics to include numbering systems, logic gates, Boolean algebra, and combinational logic. Students will be able to construct digital circuits such as combinational logic circuits, clocking and timing circuits, and troubleshoot various digital circuits using schematic diagrams. Students will be able to construct various control systems using digital logic and interface circuitry. Prerequisite: CETT 1325. Two lecture and two lab hours each week. Lab fee.

**CETT 1409 – DC-AC Circuits.** Four hours credit. Fundamentals of DC circuits and AC circuits operation including Ohm's law, Kirchhoff's laws, networks, transformers, resonance, phasors, capacitive and inductive and circuit analysis techniques. Students will construct and analyze DC and AC circuits from simple to complex; perform test measurements; and utilize a multimeter and oscilloscope to differentiate between two AC signals with respect to voltage, current, and power. Corequisite: TECM 1301. Three lecture and two lab hours each week. Lab fee.

**CETT 1457 – Linear Integrated Circuits.** Four hours credit. A study of the characteristics, operations and testing of linear integrated circuits. Applications include instrumentation and active filtering. Students will construct and troubleshoot circuits containing linear integrated circuits. Prerequisite: CETT 1409. Three lecture and two lab hours each week. Lab Fee.

**CETT 2337 – Microcomputer Control.** Three hours credit. A study of microprocessors and microcomputers with an emphasis on embedded controllers for industrial and commercial applications. Students will be able to interface a microcontroller to monitor and control an industrial application. Two lecture hours and two lab hours each week. Lab fee.

**CETT 2381 – Cooperative Education.** Three hours credit. Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry; and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. One lecture and fifteen to twenty-one lab hours each week. Pre-requisite: Approval of advisor, and must have a GPA of 3.00 or higher.

**CETT 2435 – Advanced Microprocessors.** Four hours credit. An advanced course utilizing the microprocessor in control systems and interfacing. Emphasis on microprocessor hardware and implementation of peripheral interfacing. Students will be able to Design a microprocessor controlled

interface; assemble hardware; write program to perform a practical application; explain the operation of a programmable interfacing chip; and configure a programmable interfacing chip. Prerequisite: CETT 1349. Two lecture and four lab hours each week. Lab fee.

**CETT 2437 – Microcomputer Control.** Four hours credit. A study of microprocessors and microcomputers with an emphasis on embedded controllers for industrial and commercial applications. Students will be able to interface a microcontroller to monitor and control an industrial application. Prerequisite: CETT 1409. Two lecture and four lab hours each week. Lab fee.

**CHEM 1105 – Introductory Chemistry Lab I.** One hour credit. Survey course introducing chemistry. Topics may include inorganic, organic, biochemistry, food/physiological chemistry, and environmental/consumer chemistry. Designed for non-science and allied health students. Three lab hours each week. Prerequisite or corequisite: CHEM 1305. Lab fee.

**CHEM 1305 – Introductory Chemistry I.** Three hours credit. Survey course introducing chemistry. Topics may include inorganic, organic, biochemistry, food/physiological chemistry, and environmental/consumer chemistry. Designed for non-science and allied health students. Three lecture hours each week.

**CHEM 1411 – General Chemistry I (Lecture + Lab).** Four hours credit. Fundamental principles of chemistry for majors in the sciences, health sciences, and engineering; topics include measurements, fundamental properties of matter, states of matter, chemical reactions, chemical stoichiometry, periodicity of elemental properties, atomic structure, chemical bonding, molecular structure, solutions, properties of gases, and an introduction to thermodynamics and descriptive chemistry. Basic laboratory experiments supporting theoretical principles presented in the lecture component; introduction of the scientific method, experimental design, data collection and analysis, and preparation of laboratory reports. Prerequisite: MATH 1314 College Algebra or equivalent academic preparation. Three lecture and three lab hours each week. Lab fee.

**CHEM 1412 – General Chemistry II (Lecture + Lab).** Four hours credit. Chemical equilibrium; phase diagrams and spectrometry; acid base concepts; thermodynamics; kinetics; electrochemistry; nuclear chemistry; an introduction to organic chemistry and descriptive inorganic chemistry. Basic laboratory experiments supporting theoretical principles presented in the lecture component; introduction of the scientific method, experimental design, chemical instrumentation, data collection and analysis, and preparation of laboratory reports. Prerequisite: CHEM 1411. Three lecture and three lab hours each week. Lab fee.

**CMSW 1191 – Basic Family Assessment.** One credit hour. Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency. Learning outcomes/objectives are determined by local occupational need and business and industry trends. This course examines assessments commonly used in social services that focus on family systems. Corequisite: PMHS 1280 – Cooperative Education I. One semester hour credit. One lecture hour per week.

**CMSW 1309 – Problems of Children and Adolescents.** Three hours credit. Examine common problems and evaluate effective prevention and intervention models of at-risk children and youth. Topics include social, family, educational systems impact, juvenile delinquency, teen sexuality, and mental health

including addictive behaviors to promote wellness. Prerequisites: SCWK 1321. Three semester hours credit. Three lecture hours per week.

**CMSW 1313 – Assessment and Service Delivery.** Three hours credit. A study of interviewing and assessment instruments and approaches for working with multicultural populations. Emphasis is on service delivery systems in human services. Topics include awareness of commonly used assessments, ethical standards of practice, awareness of multicultural issues and competence in service delivery. Students will identify commonly used assessments including a psychosocial history; articulate client rights and ethical responsibilities; describe limitations of confidentiality; identify community resources; and create alliances with multidisciplinary professionals. Students will recommend appropriate services based on hypothetical situations. Three lecture hours per week.

**CMSW 1327 – Treatment Modalities for Special Populations.** Three hours credit. An introduction to evidence-based treatment methods with special populations including ethnic minorities, elderly, children, youth, alternative lifestyles, persons with addictions or mental health issues. Corequisite: DAAC or PMHS 2280/2281. Prerequisites: SCWK 1321, CMSW 1313 and DAAC 1311. Three lecture hours per week.

**CMSW 1353 – Family Intervention Strategies.** Three hours credit. The study of current family intervention strategies. The student will distinguish between major theories of assessment, intervention and treatment in families. Students will also develop self-awareness as connected to the family system. Prerequisite: SCWK 1321. Three lecture hours per week.

**COMM 1307 – Introduction to Mass Communication.** Three hours credit. Survey of basic content and structural elements of mass media and their functions and influences on society. Three lecture hours each week.

**COMM 1318 – Photography I (Journalism emphasis).** Three hours credit. Introduction to the basics of photography including techniques and equipment operation. Cross-listed with graphic arts emphasis, as ARTS 2356. Two lecture hours and three lab hours each week. Lab fee.

**COMM 1335 – Introduction to Electronic Media.** Three hours credit. An overview of the development, regulation, economics, social impact, and industry practices in electronic media. Prerequisite: COMM 1307 and sophomore standing. Three lecture hours each week.

**COMM 2305 – Editing and Layout.** Three hours credit. Editing and layout processes, with emphasis on accuracy and fairness, including the principles and techniques of design. Two lecture and two lab hours each week.

**COMM 2311 – Media Writing.** Three hours credit. Fundamentals of writing for the mass media. Includes instruction in professional methods and techniques for gathering, processing, and delivering content. Three lecture hours and one lab hour per week. Lab fee.

**COMM 2315 – News Reporting.** Three hours credit. This course focuses on advanced news-gathering and writing skills. It concentrates on the three-part process of producing news stories: discovering the news, reporting the news, and writing the news in different formats. One lecture hour and five lab hours per week. Prerequisite: COMM 2311. Lab fee.



**COMM 2332 – Radio/Television/Internet News.** Three hours credit. Preparation and analysis of news styles for the electronic media. Six lecture hours/lab each week. Prerequisites: COMM 1307 and COMM 2311. Lab fee.

**COSC 1301 – Introduction to Computing.** Three hours credit. Overview of computer systems- hardware, operating systems, and microcomputer application software, including the Internet, word processing, spreadsheets, presentation graphics, and databases. Current issues such as the effect of computers on society, and the history and use of computers in business, educational, and other modern settings are also studied. This course is not intended to count toward a student's major field of study in business or computer science. Three lecture hours each week. Lab fee.

**COSC 1315 – Introduction to Computer Programming.** Three hours credit. Introduction to computer programming for solving a variety of problems. This course is intended for non-computer science and non-computer engineering majors. Emphasis on the fundamentals of design, development, testing, implementation, and documentation of computer programs. Includes problem solving with structured techniques and algorithms using pseudo code and/or graphical representations. Prerequisite: TSIA Complete. Lab fee.

**COSC 1336 – Programming Fundamentals I.** Three hours credit. Introduces the fundamental concepts of structured programming and provides a comprehensive introduction to programming for computer science and technology majors. Topics include software development methodology, data types, control structures, functions, arrays, and the mechanics of running, testing, and debugging. This course assumes computer literacy. This course is included in the Field of Study Curriculum for Computer Science. Three lecture and two lab hours each week. Prerequisite: TSIA Complete. Lab fee.

**COSC 1337 - Programming Fundamentals II.** Three hours credit. This course focuses on the object-oriented programming paradigm, emphasizing the definition and use of classes along with fundamentals of object-oriented design. The course includes basic analysis of algorithms, searching and sorting techniques, and an introduction to software engineering processes. Students will apply techniques for testing and debugging software. (This course is included in the Field of Study Curriculum for Computer Science.) Prerequisite: COSC 1336.

**COSC 2325 - Computer Organization.** Three hours credit. The organization of computer systems is introduced using assembly language. Topics include basic concepts of computer architecture and organization, memory hierarchy, data types, computer arithmetic, control structures, interrupt handling, instruction sets, performance metrics, and the mechanics of testing and debugging computer systems. Embedded systems and device interfacing are introduced. Prerequisite: COSC 1336.

**COSC 2336 - Programming Fundamentals III.** Three hours credit. Further applications of programming techniques, introducing the fundamental concepts of data structures and algorithms. Topics include data structures (including stacks, queues, linked lists, hash tables, trees, and graphs), searching, sorting, recursion, and algorithmic analysis. Programs will be implemented in an appropriate object oriented language. (This course is included in the Field of Study Curriculum for Computer Science.) Prerequisite: COSC 1337.

**CPMT 1311 – Introduction to Computer Maintenance.** Three hours credit. A study of the information for the assembly of a microcomputer system. Emphasis is on the evolution of the microprocessor and microprocessor bus structures. The student will identify modules that make up a computer system and its operation; identify each type of computer bus structure; and assemble/setup microcomputer systems,

accessory boards, and install/connect associated peripherals. Textbook must be purchased from Angelina College Bookstore. Two lecture and two lab hours each week. Lab fee.

**CPMT 2350 – Industry Certification Preparation.** Two hours credit. Overview of the objectives for industry specific certification exams. Prepares students to sit for the PC Pro Certification, Comp TIA 220-901 Certification, and the CompTIA 220-902 Certification. Prerequisite: CPMT 1311. Two hours lecture and two hours lab. Lab Fee.

**CRIJ 1301 – Introduction to Criminal Justice.** Three hours credit. This course provides a historical and philosophical overview of the American criminal justice system, including the nature, extent, and impact of crime; criminal law; and justice agencies and processes. Three lecture hours each week.

**CRIJ 1306 – Court Systems & Practices.** Three hours credit. This course is a study of the court system as it applies to the structures, procedures, practices and sources of law in American courts, using federal and Texas statutes and case law. Three lecture hours each week.

**CRIJ 1307 – Crime in America.** Three hours credit. American crime problems in historical perspective, social and public policy factors affecting crime, impact and crime trends, social characteristics of specific crimes, and prevention of crime. Three lecture hours each week.

**CRIJ 1310 – Fundamentals of Criminal Law.** Three hours credit. This course is the study of criminal law including application of definitions, statutory elements, defenses and penalties using Texas statutes, the Model Penal Code, and case law. The course also analyzes the philosophical and historical development of criminal law and criminal culpability. Three lecture hours each week.

**CRIJ 1313 – Juvenile Justice System.** Three hours credit. A study of the juvenile justice process to include specialized juvenile law, role of the juvenile law, role of the juvenile courts, role of police agencies, role of correctional agencies, and theories concerning delinquency. Three lecture hours each week.

**CRIJ 2301 – Community Resources in Corrections.** Three hours credit. An introductory study of the role of the community in corrections; community programs for adults and juveniles; administration of community programs; legal issues; future trends in community treatment. Three lecture hours each week.

**CRIJ 2313 – Correctional Systems and Practices.** Three hours credit. This course is a survey of institutional and non-institutional corrections. Emphasis will be placed on the organization and operation of correctional systems; treatment and rehabilitation; populations served; Constitutional issues; and current and future issues. Three lecture hours each week.

**CRIJ 2314 – Criminal Investigation.** Three hours credit. Investigative theory; collection and preservation of evidence; sources of information; interview and interrogation; uses of forensic sciences; case and trial preparation. Three lecture hours each week.

**CRIJ 2323 – Legal Aspects of Law Enforcement.** Three hours credit. Police authority; responsibilities; constitutional constraints; laws of arrest, search, and seizure; police liability. Three lecture hours each week.

**CRIJ 2328 – Police Systems and Practices.** Three hours credit. This course examines the establishment, role and function of police in a democratic society. It will focus on types of police agencies and their

organizational structure, police-community interaction, police ethics, and use of authority. Three lecture hours each week.

**DAAC 1311 – Counseling Theories.** Three credit hours. An examination of the major theories and current treatment modalities used in the field of counseling. Students will identify major counseling theories; define and explain techniques relevant to the various theories; and identify major approaches to treatment. Ethics and professional standards in counseling will also be examined, along with the student's development as a helper in the Human Services profession. Prerequisites: SCWK 1321 – Basic Counseling Skills. Three semester hours credit. Three lecture hours per week.

**DAAC 1417 – Orientation to Social Services.** Four credit hours. An overview and application of the basic counseling skills and techniques, including communication skills necessary to develop an effective helping relationship with individuals and families, including diverse clients from special populations. Students will identify basic counseling skills and techniques, and practice various counseling techniques in an assigned setting. Prerequisite: SCWK 1321, Orientation to Social Services. Four semester hours credit. Four lecture hours per week. Includes lab for counseling skills practice.

**DEMR 1301 –Shop Safety and Procedures.** Three hours credit. A study of shop safety, rules, basic shop tools, and test equipment. Two lecture hours and two lab hours each week. Lab fee.

**DEMR 1405 – Basic Electrical Systems.** Four hours credit. Basic principles of electrical systems of diesel powered equipment with emphasis on starters, alternators, and batteries. Three lecture and two lab hours each week. Lab fee.

**DEMR 1406 – Diesel Engine I.** Four hours credit. An introduction to the basic principles of diesel engines and systems. Two lecture and four lab hours each week. Lab fee.

**DEMR 1410 – Diesel Engine Testing and Repair I.** Four hours credit. An introduction to testing and repairing diesel engines including related systems and specialized tools. Two lecture and four lab hours each week. Lab fee.

**DEMR 1413 – Fuel Systems.** Four hours credit. In-depth coverage of fuel injector pumps and injection systems. Three lecture hours and two lab hours each week. Lab fee.

**DEMR 1416 – Basic Hydraulics.** Four hours credit. Fundamentals of hydraulics including components and related systems. Three lecture and two lab hours each week. Lab fee.

**DEMR 1442 – Power Train Applications I.** Four credit hours. In-depth coverage of the mechanics and theory of power trains. Emphasis on disassembly, inspection, and repair of power train components. Three lecture hours and two lab hours each week. Lab fee.

**DEMR 1449 – Diesel Engine II.** Four hours credit. An in-depth coverage of disassembly, repair, identification, evaluation, and reassembly of diesel engines. Two lecture hours and four lab hours each week. Prerequisite: DEMR 1406. Lab fee.

**DEMR 2412 – Diesel Engine Testing and Repair II.** Three hours credit. Continuation of Diesel Engine Testing and Repair I. Coverage of testing and repairing diesel engines including related systems and specialized tools. Two lecture hours and four lab hours each week. Prerequisite: DEMR 1410. Corequisite: DEMR 1416. Lab fee.

**DEMR 2432 – Electronic Controls.** Four hours credit. Advanced skills in diagnostic and programming techniques of electronic control systems. Three lecture hours and two lab hours each week. Prerequisite: DEMR 1405. Lab fee.

**DEMR 2480 – Cooperative Education.** Three hours credit. Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. One lecture hour and twenty-nine lab hours each week. Prerequisites: DEMR 1301, 1405, 1406, 1410, 1413, 1442, 1449, 2432. Corequisite: DEMR 1416.

**DFTG 1325 – Blueprint Reading and Sketching.** Three hours credit. An introduction to reading and interpreting working drawings for fabrication processes and associated trades. Use of sketching techniques to create pictorial and multiple-view drawings. The student will state the meaning of the alphabet of lines, pictorial and multiple-view drawings, dimensions, notes and symbols, sections and auxiliary views, and working drawings to include detail and assembly drawings. The student will read and interpret drawings create freehand sketches, and use pictorial and orthographic drawing techniques. Three lecture hours.

**DFTG 1405 – Technical Drafting.** Four hours credit. Introduction to the principles of drafting to include terminology and fundamentals, including size and shape descriptions, projections methods, geometric construction, sections, auxiliary views, and reproduction processes. Two lecture and four lab hours each week. Lab fee.

**DFTG 1409 – Basic Computer-Aided Drafting.** Four hours credit. An introduction to basic computer-aided drafting. Emphasis is placed on drawing setup; creating and modifying geometry; storing and retrieving predefined shapes; placing, rotating, and scaling objects, adding text and dimensions, using layers, coordinating systems, and plot/print to scale; as well as using input and output devices. Two lecture and four lab hours each week. Lab fee.

**DFTG 1417 – Architectural Drafting – Residential.** Four hours credit. Architectural drafting procedures, practices, and symbols, including preparation of detailed working drawings for residential structures with emphasis on light frame construction methods. The student will demonstrate a general understanding of architectural terms, symbols, use of residential construction materials and processes, and knowledge of reference materials. The student will demonstrate the ability to produce a set of residential construction drawings to include: site plan, floor plan, elevations, wall sections, schedules, details, and foundation plan. Two lecture and four lab hours each week. Prerequisite: DFTG 1409. Lab fee.

**DFTG 1433 – Mechanical Drafting.** Four hours credit. An introductory course covering a study of mechanical drawings using dimensioning and tolerances, use of sectioning techniques, orthographic projections, and pictorial drawings. Common fasteners, isometrics and oblique drawings, including bill of materials. The student will apply tolerance techniques to draw detail, isometric, and oblique drawing and draw common fasteners. Two lecture and four lab hours each week. Prerequisite: DFTG 1409.

**DFTG 2366 – Practicum (Field Experience).** Three hours credit. Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. The plan relates the workplace training and experiences to the student's general and technical course of study. The guided external experiences may be for pay or no pay. This course may be repeated if topics and outcomes vary. As outlined in the learning plan, the student will master the theory, concepts, and skills

involving the tools, materials, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, and legal systems associated with the workplace; demonstrate ethical behavior, safety practices, interpersonal and teamwork skills, appropriate verbal and written communications in the workplace. Prerequisite: Thirty-four hours of drafting courses. One lecture hour and sixteen hours at the workplace each week.

**DFTG 2402 – Machine Drafting.** Four hours credit. Production of detail and assembly drawings of machines, threads, gears, cams, tolerances, limit dimensioning, surface finishes, and precision drawings. Two lecture and four lab hours each week. Prerequisite: DFTG 1409 and DFTG 1433. Lab fee.

**DFTG 2421 – Topographical Drafting.** Four hours credit. A course in map drafting. Emphasis is given to plotting of surveyor's field notes. Includes plotting and drawing elevations, contour lines, plan and profiles, and laying out traverses. Two lecture and four lab hours each week. Prerequisite: DFTG 1409.

**DFTG 2430 – Civil Drafting.** Four hours credit. An in-depth study of drafting methods and principles used in civil engineering. The student will interpret field notes; develop documents for road and highway design; analyze and layout drainage and utilities infrastructure; and perform appropriate calculations. Three lecture and three lab hours each week. Prerequisite: DFTG 1409. Lab fee.

**DFTG 2486 – Internship – Drafting.** Four hours credit. A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A learning plan is developed by the college and the employer. Mentored and supervised by a workplace employee, the student achieves objectives that are developed and documented by the college and that are directly related to specific occupational outcomes. This may be a paid or non-paid experience. This course may be repeated if topics and learning outcomes vary. As outlined in the learning plan, the student will master the theory, concepts, and skills involving the tools, materials, equipment, procedures, regulations, laws and interactions within and among political, economic, environmental and legal systems associated with the particular occupation and the business/industry; demonstrate ethical behaviors, safety practices, interpersonal and teamwork skills, communicating in the applicable language of the occupation and the business or industry. Prerequisite: Sophomore standing and a 3.0 or better G.P.A., one hour lecture and sixteen hours each week at the workplace.

**DMSO 1210 – Introduction to Sonography.** An introduction to the profession of sonography and the role of the sonographer. Emphasis on medical terminology, ethical/legal aspects, written and verbal communication, and professional issues relating to registry, accreditation, professional organizations and history of the profession. Thirty-two classroom hours.

**DMSO 1266 – Practicum (or Field Experience) - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician.** Two hours credit. Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Two hundred and fifty-six clinical hours. Prerequisites: DMSO 1210. Corequisite: DMSO 1342, DMSO 1351, and DMSO 1441. Program acceptance required. Lab fee.

**DMSO 1267 – Practicum (or Field Experience) - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician.** Two hours credit. Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Two hundred fifty-six clinical hours. Prerequisites: DMSO 1342, DMSO 1351, DMSO 1266, and DMSO 1441. Corequisites: DMSO 2353, DMSO 2405. Program acceptance required.

**DMSO 1342 – Intermediate Ultrasound Physics.** Three hours credit. Continuation of Basic Ultrasound Physics. Includes interaction of ultrasound with tissues, the mechanics of ultrasound production and display, various transducer designs and construction, quality assurance, bioeffects, and image artifacts. May introduce methods of Doppler flow analysis. Forty-eight classroom hours. Corequisites: DMSO 1266, DMSO 1351, and DMSO 1441. Program acceptance required.

**DMSO 1351 – Sonographic Sectional Anatomy.** Three hours credit. Sectional anatomy of the male and female body. Includes anatomical relationships of organs, vascular structures, and body planes and quadrants. Forty-eight classroom hours. Prerequisites: DMSO 1210 and DMSO 1302. Lab Fee. Corequisite: DMSO 1266, DMSO 1342, and DMSO 1441. Program acceptance required.

**DMSO 1441 –Abdominopelvic Sonography.** Four hours credit. Normal anatomy and physiology of the abdominal and pelvic cavities as related to scanning technique, transducer selection, and scanning protocols. Forty-eight classroom hours and 48 lab hours. Corequisites: DMSO 1266, DMSO 1342, and DMSO 1351. Lab fee. Program acceptance required.

**DMSO 1455 – Sonographic Pathophysiology.** Four hours credit. Pathology and pathophysiology of the abdominal structures visualized with ultrasound. Includes abdomen and pelvis. Forty-eight classroom hours. Prerequisites: DMSO 2342, DMSO 2351, and DMSO 2366. Corequisites: DSVT 1300, DMSO 2230, DMSO 2367. Program acceptance required.

**DMSO 2230 – Advanced Ultrasound and Review.** Two hours credit. Knowledge, skills, and professional values within a legal and ethical framework addressing emerging technologies and professional development. Forty-eight classroom hours. Prerequisites: DMSO 2342, DMSO 2351, and DMSO 2366. Lab Fee. Corequisites: DSVT 1300, DMSO 1455, DMSO 2367. Program acceptance required.

**DMSO 2266 – Practicum (or Field Experience) - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician.** Two hours credit. Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Two hundred twenty-eight clinical hours. Prerequisites: DMSO 1267, DMSO 2353, and DMSO 2405. Program acceptance required.

**DMSO 2342 – Sonography of High-Risk Obstetrics.** Three hours credit. Maternal disease and fetal abnormalities. Includes scanning techniques, patient history, and laboratory data, transducer selection and scanning protocols. Forty-eight classroom hours. Prerequisites: DMSO 2266. Corequisites: DMSO 2351 and DMSO 2366. Program acceptance required.

**DMSO 2351 – Doppler Physics.** Three hours credit. Doppler and hemodynamic principles relating to arterial and venous imaging. Forty-eight classroom hours and 48 lab hours. Lab Fee. Prerequisites: DMSO 2266. Corequisites: DMSO 2342 and DMSO 2366. Program acceptance required.

**DMSO 2353 – Sonography of Superficial Structures.** Three hours credit. Detailed study of normal and pathological superficial structures as related to scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols. Forty-eight classroom hours. Lab Fee. Prerequisites: DMSO 1342, DMSO 1266, DMSO 1351, and DMSO 1441. Corequisites: DMSO 1267, DMSO 2405. Program acceptance required.

**DMSO 2366 Practicum (or Field Experience) – Diagnostic Medical Sonography/Sonographer and Ultrasound Technician.** Three hours credit. Practical, general workplace training supported by an

individualized learning plan developed by the employer, college, and student. Three hundred and eighty-four clinical hours. Prerequisites: DMSO 2266. Corequisites: DMSO 2342, DMSO 2351. Program acceptance required.

**DMSO 2367 – Practicum (or Field Experience) - Diagnostic Medical Sonography/Sonographer and Ultrasound Technician.** Three hours credit. Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Three hundred and eighty-four clinical hours. Prerequisites: DMSO 2351, DMSO 2342, and DMSO 2366. Corequisite required: DMSO 2230, DMSO 1455, and DSVT 1300. Program acceptance required.

**DMSO 2405 – Sonography of Obstetrics/ Gynecology.** Four hours credit. Detailed study of the pelvis and obstetrics/gynecology as related to scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols. Sixty-four classroom and sixty-four lab hours. Lab fee. Prerequisites: DMSO 1342, DMSO 1266, DMSO 1351, and DMSO 1441. Corequisites: DMSO 2353, DMSO 1267. Program acceptance required.

**DRAM 1120, 1121, 2120, 2121 – Theatre Practicum I, II, III, IV.** One hour credit. Practicum in theater open to all students with emphasis on technique and procedures with experience gained in play productions. Three lab hours each week. Lab fee.

**DRAM 1310 – Introduction to Theatre.** Three hours credit. Survey of theater including its history, dramatic works, stage techniques, production procedures, and relation to other art forms. Participation in productions may be required. Three lecture hours each week.

**DRAM 1330 – Stagecraft I.** Three hours credit. Study and application of the methods and components of theatrical production which may include one or more of the following: theater facilities, scenery construction and painting, properties, lighting, costume, makeup, sound, and theatrical management. Two lecture hours and three lab hours each week. Lab fee.

**DRAM 1341 – Makeup.** Three hours credit. Design and execution of makeup for the purpose of developing characters. Includes basic makeup principles and practical experience of makeup application. Three lecture hours each week. Lab fee.

**DRAM 1342 – Introduction to Costume.** Three hours credit. Principles and techniques of costume design and construction for theatrical productions. Qualifies as a drama elective for theatre majors and as a general elective for all non-majors. Two lecture hours and three lab hours each week. Lab fee.

**DRAM 1351 – Acting I.** Three hours credit. An introduction to the fundamental principles and tools of acting as used in auditions, rehearsals, and performances. This may include ensemble performing, character and script analysis, and basic theater terminology. This exploration will emphasize the development of the actor's instrument: voice, body, and imagination. Two lecture hours and two lab hours each week. Lab fee.

**DRAM 1352 – Acting II.** Three hours credit. Exploration and further training within the basic principles and tools of acting, including an emphasis on critical analysis of oneself and others. The tools include ensemble performing, character and script analysis, and basic theater terminology. This will continue the exploration of the development of the actor's instrument: voice, body, and imagination. Two lecture and two lab hours each week. Lab fee.

**DRAM 2331 – Stagecraft II.** Three hours credit. Continued study and application of the methods and components of theatrical production which may include one or more of the following: theater facilities, scenery construction and painting, properties, lighting, costume, makeup, sound, and theatrical management. Two lecture and three lab hours each week. Lab fee.

**DRAM 2336 – Voice for the Theatre.** Three hours credit. Application of the performer's use of the voice as a creative instrument of effective communication. Encourages an awareness of the need for vocal proficiency and employs techniques designed to improve the performer's speaking abilities. Three lecture hours each week.

**DRAM 2361 – History of Theater I.** Three hours credit. Study of the history of the theater from primitive times through the Renaissance. Three lecture hours each week.

**DSVT 1300 – Principles of Vascular Technology.** Three hours credit. Introduction to non-invasive vascular technology modalities. Includes 2D imaging, Doppler, plethysmography, and segmental pressures. Emphasis on performing basic venous and arterial imaging and non-imaging exams. Forty-eight class room hours and 48 lab hours. Prerequisites: DMSO 2342, DMSO 2351, and DMSO 2366. Corequisites: DMSO 2230, DMSO 1455, and DMSO 2367. Program acceptance required. Lab fee.

**ECON 2301 – Principles of Macroeconomics.** Three hours credit. An analysis of the economy as a whole including measurement and determination of Aggregate Demand and Aggregate Supply, national income, inflation, and unemployment. Other topics include international trade, economic growth, business cycles, and fiscal policy and monetary policy. Three lecture hours each week.

**ECON 2302 – Principles of Microeconomics.** Three hours credit. Analysis of the behavior of individual economic agents, including consumer behavior and demand, producer behavior and supply, price and output decisions by firms under various market structures, factor markets, market failures, and international trade. Three lecture hours each week.

**EDUC 1300 – Learning Framework.** Three hours credit. A study of the: research and theory in the psychology of learning, cognition, and motivation; factors that impact learning, and application of learning strategies. Theoretical models of strategic learning, cognition, and motivation serve as the conceptual basis for the introduction of college-level student academic strategies. Students use assessment instruments (e.g., learning inventories) to help them identify their own strengths and weaknesses as strategic learners. Students are ultimately expected to integrate and apply the learning skills discussed across their own academic programs and become effective and efficient learners. Students developing these skills should be able to continually draw from the theoretical models they have learned. Lab Fee. Cross-listed as PSYC 1300. The student may register for either EDUC or PSYC but may receive credit for only one of the two.

**EDUC 1301 – Introduction to the Teaching Profession.** Three hours credit. An enriched integrated pre-service course and content experience that: 1) provides active recruitment and institutional support of students interested in a teaching career, especially in high need fields; 2) provides students with opportunities to participate in early field observations at all levels of P-12 schools with varied and diverse student populations; 3) provides students with support from college and school faculty, preferably in small cohort groups, for the purpose of introduction to and analysis of the culture of schooling and classrooms. Course content should be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and includes a minimum of 16 contact hours of field experience in P-12 classrooms. Students must comply with state and school regulations in order to



participate in P-12 classroom field experiences, which may include (but may not be limited to): a current negative TB test, an acceptable criminal history and central registry background check, fingerprinting and a notarized affidavit for applicants. (Please see an advisor for additional information.) Three hours lecture and weekly lab hours. Lab fee.

**EDUC 2301 – Introduction to Special Populations.** Three hours credit. An enriched integrated pre-service course and content experience that: 1) provides an overview of schooling and classrooms from the perspectives of language, gender, socioeconomic status, ethnic and academic diversity, and equity with an emphasis on factors that facilitate learning; 2) provides students with opportunities to participate in early field observations of P-12 special populations. The course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards. The course will also include a minimum of 16 contact hours of field experience in P-12 classrooms with special populations. Prerequisite for this course is EDUC 1301. Students must comply with state and school regulations in order to participate in P-12 classroom field experiences, which may include (but may not be limited to): a current negative TB test, an acceptable criminal history and central registry background check, fingerprinting and a notarized affidavit for applicants. (Please see an advisor for additional information.) Three hours lecture and weekly lab hours. Prerequisite: EDUC 1301. Lab fee.

**ELMT 2381 – Cooperative Education.** Three hours credit. Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry; and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. One lecture and twenty field experience hours each week. Pre-requisite: Work Keys test section for Applied Math Level 4 and Reading for Information Level 4. Students enrolling in this course must have a GPA of 3.00 or higher.

**ELPT 1321 – Introduction to Electrical Safety and Tools.** Three hours credit. A comprehensive overview of safety rules and regulations and the selection, inspection, use, and maintenance of common tools for electricians. The student will explain electrical hazards and how to avoid them in the workplace; discuss safety issues concerning lockout/tagout procedures; and demonstrate safe work habits using common hand and power tools for electricians. Three lecture hours and one lab hour each week.

**ELPT 1411 – Basic Electrical Theory.** Four hours credit. Basic theory and practice of electrical circuits. Includes calculations as applied to alternating and direct current. Students will be able to explain atomic structure and basic values such as voltage, current, resistance, and power; determine electrical values for combination circuits in direct current (DC) and alternating current (AC) containing resistance, inductance, and capacitance; summarize the principles of magnetism; calculate voltage drop based on conductor length, type of material, and size; and utilize electrical measuring instruments. Corequisite: TECM 1301. Three lecture and two lab hours each week. Lab fee.

**ELPT 1429 – Residential Wiring.** Four hours credit. Wiring methods for single family and multi-family dwellings. Includes load calculations, service entrance sizing, proper grounding techniques, and associated safety procedures. Students will be able to compute the circuit sizes needed for the installation of branch circuits, feeders, and service entrance conductors; explain the proper installation of wiring devices according to electrical codes; demonstrate grounding methods; install ground fault circuits;

identify residential wiring methods; and demonstrate proper safety procedures. Corequisite: TECM 1301. Three lecture and two lab hours each week. Lab fee.

**ELPT 1440 – Master Electrician Exam Review I.** Four hours credit. Electrical theory, code calculations, and interpretations applicable to becoming a Master Electrician. Emphasizes residential, commercial, and industrial installations using the current edition of the National Electric Code (NEC) and local ordinances. Student will be able to use circuit analysis techniques to solve for unknowns in direct current (DC) and alternating current (AC) circuits; use the NEC to size conductors, raceways, overcurrent protection, and other equipment for branch circuits; use the NEC to size services for single-family dwellings, multi-family dwellings, offices, stores, schools, mobile homes, recreational vehicles, commercial cooking equipment, and motors; and differentiate the rules and regulations of different cities relating to meeting the requirements for taking the Master Electrician's Exam. Prerequisites: Associate of Applied Science in Electromechanical Technology. Four lecture hours each week.

**ELPT 1441 – Motor Control.** Four hours credit. Operating principles of solid-state and conventional controls along with their practical applications. Includes braking, jogging, plugging, safety interlocks, wiring, and schematic diagram interpretations. Students will be able to identify practical applications of jogging and plugging; describe the types of motor braking and their operating principles; explain different starting methods for large motors; and demonstrate proper troubleshooting methods on circuits using wiring and schematic diagrams. Corequisite: TECM 1301. Three lecture and two lab hours each week. Lab fee.

**ELPT 1445 – Commercial Wiring.** Four hours credit. Commercial wiring methods. Includes over-current protection, raceway panel board installation, proper grounding techniques, and associated safety procedures. Students will be able to interpret electrical blueprints/drawings; compute the circuit sizes and over-current protection needed for the installation of branch circuits, feeders, and service entrance conductors; explain the proper installation of wiring devices according to the National Electrical Code (NEC) and local electrical codes; demonstrate grounding methods; identify commercial wiring methods including conduit bending; and demonstrate proper safety procedures. Corequisite: TECM 1301. Three lecture and two lab hours each week. Lab fee.

**ELPT 2305 – Motors and Transformers.** Four hours credit. Operation of single- and three-phase motors and transformers. Includes transformer banking, power factor correction, and protective devices. Students will be able to match the type of single-phase motor with its principles of operation; compare the operating characteristics of the three types of three-phase motors; explain the advantages of Wye and Delta connections in motor and transit applications; size overcurrent, short circuit, and ground fault protective devices; and utilize nameplate information. Prerequisite: ELPT 1411. Two lecture and two lab hours each week. Lab fee.

**ELPT 2319 – Programmable Logic Controllers I.** Four hours credit. Fundamental concepts of programmable logic controllers, principles of operation, and numbering systems as applied to electrical controls. Students will be able to Identify and describe digital logic circuits and explain numbering systems; explain the operation of programmable logic controllers; convert ladder diagrams into programs; incorporate timers and counters utilizing programmable logic controllers; and execute and evaluate programs. Prerequisite: ELPT 1411. Two lecture and three lab hours each week. Lab fee.

**ELPT 2331 – AC/DC Drives.** Three hours credit. Installation and maintenance of alternating current (AC) and direct current (DC) variable speed drives with emphasis on application, operating characteristics, and troubleshooting techniques. Students will be able to explain technical terms associated

with AC and DC drive systems; differentiate between the basic types of control logic and schemes used for AC and DC speed control; compare the advantages and disadvantages of AC versus DC drive systems; program AC and DC drives for specific applications; and troubleshoot drives to board level. Prerequisite: ELPT 1411. Two lecture and three lab hours each week. Lab fee.

**ELPT 2355 – Programmable Logic Controllers II.** Three hours credit. Advanced concepts in programmable logic controllers and their applications and interfacing to industrial controls. Convert ladder diagrams into programs; explain digital/analog devices used with programmable logic controllers; apply advanced programming techniques; execute and evaluate control system operation; and implement interfacing and networking schemes. Two lecture and three lab hours each week. Lab fee. Prerequisite: Work Keys test section for Applied Math Level 4 and Reading for Information Level 4. ELPT 2419 Programmable Logic Controllers I. Students attempting this course must have a grade of C or higher in ELPT 2419 programmable Logic Controllers I.

**ELPT 2449 – Industrial Automation.** Four hours credit. Electrical control systems, applications, and interfacing utilized in industrial automation. Apply advanced programming techniques utilizing programmable logic controllers; implement digital/analog interfacing schemes; explain the operation of communication and network methods; devise control system specifications; and explain the operation and applications of distributed control systems. Two lecture and three lab hours each week. Lab fee. Prerequisite: Work Keys test section for Applied Math Level 4 and Reading for Information Level 4. ELPT 2355 Programmable Logic Controllers II. Students attempting this course must have a grade of B or higher in ELPT 2355 Programmable Logic Controllers II.

**EMSP 1160 – Clinical – Emergency Medical Technology/Technician.** One hour credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business /industry. 80 clinical hours. Prerequisite is a current AHA BLS provider CPR card. Corequisites is EMSP 1501.

**EMSP 1261 – Clinical – Emergency Medical Technology/Technician.** Two hours credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. 192 clinical hours. Prerequisites: EMT Basic and Current AHA BLS Provider CPR card, Corequisites: EMSP 2306, EMSP 1338, EMSP 1356.

**EMSP 1338 – Introduction to Advanced Practice.** Four hours credit. Fundamental elements associated with emergency medical services to include preparatory practices, pathophysiology, medication administration, and related topics. Describe the roles and responsibilities of advanced EMS personnel within the EMS system; apply concepts of pathophysiology and pharmacology to the assessment and management of emergency patients; administer medications; employ effective communication; and

interpret medical/legal issues; demonstrate ethical behaviors; and discuss well-being of the paramedic. Forty-eight classroom hours and 32 laboratory hours. Prerequisites: EMT Basic and Current AHA BLS Provider CPR card, EMSP 1160, EMSP 1501. Corequisites: EMSP 1261, EMSP 1356, EMSP 2306, and EMSP 2160.

**EMSP 1355 – Trauma Management.** Three hours credit. Knowledge and skills in the assessment and management of patients with traumatic injuries. Integrate the pathophysiological principles and assessment findings to formulate a field impression; and implement the treatment plan for the trauma patient; and integrate multiple determinates of trauma conditions into clinical care. 32 classroom hours and 32 laboratory hours. Prerequisites: EMT Basic and Current AHA BLS Provider CPR card, EMSP 1160, EMSP 1501, EMSP 1261, EMSP 1338, EMSP 1356, EMSP 2160, and EMSP 2306. Corequisites: EMSP 2205 and EMSP 2261

**EMSP 1356 – Patient Assessment and Airway Management.** Three hours credit. Knowledge and skills required to perform patient assessment, airway management, and artificial ventilation. Perform a history and comprehensive physical exam on various patient populations; establish and/or maintain a patent airway; and demonstrate oxygenation and ventilation of a patient; differentiate respiratory distress, failure and arrest; interpret results of monitoring devices. 32 classroom hours and 32 laboratory hours. Prerequisites: EMT Basic and Current AHA BLS Provider CPR card, EMSP 1160, EMSP 1501. Corequisites: EMSP 1261, EMSP 1338, EMSP 2306, and EMSP 2160.

**EMSP 1438 – Introduction to Advanced Practice.** Four hours credit. Fundamental elements associated with emergency medical services to include preparatory practices, pathophysiology, medication administration, and related topics. Describe the roles and responsibilities of advanced EMS personnel within the EMS system; apply concepts of pathophysiology and pharmacology to the assessment and management of emergency patients; administer medications; employ effective communication; and interpret medical/legal issues; demonstrate ethical behaviors; and discuss well-being of the paramedic. Forty-eight classroom hours and 32 laboratory hours. Prerequisites: EMT Basic and Current Provider CPR card, EMSP 1160, EMSP 1501. Corequisites: EMSP 1261, EMSP 1355, EMSP 1356 and EMSP 2160.

**EMSP 1501 – Emergency Medical Technician – Basic.** Five hours credit. Preparation for certification as an Emergency Medical Technician (EMT) Basic. Demonstrate proficiency in cognitive, psychomotor and affective domains for the Emergency Medical Technician (EMT) in accordance with the current guidelines of the credentialing agency. One hundred forty-four classroom and laboratory hours. Prerequisite is a current AHA BLS Provider CPR card. Corequisite is EMSP 1160.

**EMSP 2160 – Clinical – Emergency Medical Technology/Technician.** One hour credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. 96 clinical hours. Prerequisites: EMT Basic and Current AHA BLS Provider CPR card. Corequisites: EMSP 2430, 2434, 2243 and 2462.

**EMSP 2205 – EMS Operations.** Two hours credit. Knowledge and skills to safely manage multi-casualty incidents and rescue situations; utilize air medical resources; and identify hazardous materials and other specialized incidents. Identify principles of EMS Operations and describe management of routine and specialized incidents. Forty-eight classroom and laboratory hours. Prerequisites: EMT Basic and Current AHA BLS Provider CPR card, EMSP 1261, 1338, 1356, 2306, 2160. Corequisites: EMSP 2261 and EMSP 1355.

**EMSP 2243 – Assessment Based Management.** Two hours credit. A summative experience covering comprehensive, assessment-based patient care management for the paramedic level. Integrate pathophysiological principles and assessment findings to formulate a field impression; and implement a treatment plan at the paramedic level. Sixty-four classroom and laboratory hours. Prerequisites: EMT Basic and Current AHA BLS Provider CPR card, EMSP 2544. Corequisites: EMSP 2462, EMSP 2430, EMSP 2434.

**EMSP 2261 – Clinical – Emergency Medical Technology/ Technician.** Two hours credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. Course may be repeated if topics and learning outcomes vary. One hundred twenty-eight clinical hours. Prerequisites: EMT Basic and Current AHA BLS Provider CPR card, EMSP 1261, 1338, 1356, 2306, 2160. Corequisites: EMSP 2205, and EMSP 1355.

**EMSP 2306 – Emergency Pharmacology.** Three hours credit. A study of drug classifications, actions, therapeutic uses, adverse effects, routes of administration, and calculation of dosages. Categorize the classification of drugs, calculate drug dosages; and identify the therapeutic use, routes of administration, indications, contraindications, and adverse effects. Thirty-two classroom hours and 32 laboratory hours. Prerequisites: EMT Basic and Current Provider CPR card. Corequisites: EMSP 1261, EMSP 1355, EMSP 1338, EMSP 1356 and EMSP 2160.

**EMSP 2430 – Special Populations.** Four hours credit. Knowledge and skills necessary to assess and manage ill or injured patients in diverse populations to include neonatology, pediatrics, geriatrics, and other related topics. Integrate pathophysiological assessment findings to formulate a field impression; implement a treatment plan for diverse patients with special needs, and integrate multiple determinates of such conditions into clinical care. Forty-eight classroom hours and 32 laboratory hours. Prerequisites: EMT Basic and Current AHA BLS Provider CPR card, EMSP 2544. Corequisites: EMSP 2434, 2462 and 2243.

**EMSP 2434 – Medical Emergencies.** Four hours credit. Knowledge and skills in the assessment and management of patients with medical emergencies, including medical overview, neurology, gastroenterology, immunology, pulmonology, urology, hematology, endocrinology, toxicology, and other related topics. Integrate pathophysiological assessment findings to formulate a field impression; implement a treatment plan for the medical patient; and integrate multiple determinates of medical conditions into clinical care. Forty-eight classroom and 48 laboratory hours. Prerequisites: EMT Basic and Current AHA BLS Provider CPR card, EMSP 2544. Corequisites: EMSP 2430, EMSP 2462 and 2243.

**EMSP 2462 – Clinical – Emergency Medical Technology/Technician.** Four hours credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. Course may be repeated if topics and learning outcomes vary. 224 clinical hours. Prerequisites: EMT Basic and Current AHA BLS Provider CPR card, EMSP 2544. Corequisites: EMSP 2430, 2434, 2243 and 2160.

**EMSP 2544 – Cardiology.** Five hours credit. Assessment and management of patients with cardiac emergencies. Integrate pathophysiological principles and assessment findings to formulate an impression; and implement a treatment plan for the cardiac patient. Sixty-four classroom hours and 32 laboratory hours. Prerequisites: EMT Basic and Current AHA BLS Provider CPR card, EMSP 1355, EMSP 2205, and EMSP 2261. Lab fee.

**ENGL 0301 – Composition Fundamentals.** Intensive study of college-level writing focusing on idea generation, essay organization and drafting, essay revision and the utilization of standard English. Review of spelling, grammar, punctuation, and fluency. Must be paired with English 1301. ENGL 0301 does not count toward the fulfillment of requirements for any associate's degree at Angelina College, and is not a transfer credit course. Placement in this course is determined by an appropriate TSI assessment score.

**ENGL 1301 – Composition I.** Three hours credit. Intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis. Three lecture and one lab hour each week. Lab fee.

**ENGL 1302 – Composition II.** Three hours credit. Intensive study of and practice in the strategies and techniques for developing research-based expository and persuasive texts. Emphasis on effective and ethical rhetorical inquiry, including primary and secondary research methods; critical reading of verbal, visual, and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions. Three lecture hours each week. Prerequisite: ENGL 1301.

**ENGL 2311 – Technical & Business Writing.** Three hours credit. Intensive study of and practice in writing for professional settings. Focus on the types of documents necessary to make decisions and take action on the job, such as proposals, reports, instructions, policies and procedures, e-mail messages, letters, and descriptions of products and services. Practice individual and collaborative processes involved in the creation of ethical and efficient documents. Prerequisite: ENGL 1301 or permission of the appropriate academic administrator. Lab fee.

**ENGL 2322 – British Literature I.** Three hours credit. A survey of the development of British literature from the Anglo-Saxon period to the Eighteenth Century. Students will study works of prose, poetry, drama, and fiction in relation to their historical, linguistic, and cultural contexts. Texts will be selected from a diverse group of authors and traditions. Prerequisite: ENGL 1301. (Confirm with the selected four-

year institution to determine if both ENGL 1301 and ENGL 1302 are required for transfer.) Three lecture hours each week.

**ENGL 2323 – British Literature II.** Three hours credit. A survey of the development of British literature from the Romantic period to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions. Prerequisite: ENGL 1301. (Confirm with the selected four-year institution to determine if both ENGL 1301 and ENGL 1302 are required for transfer.) Three lecture hours each week.

**ENGL 2327 – American Literature I (to 1865).** Three hours credit. A survey of American literature from the period of exploration and settlement through the Civil War. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from among a diverse group of authors for what they reflect and reveal about the evolving American experience and character. Prerequisite: ENGL 1301. (Confirm with the selected four-year institution to determine if both ENGL 1301 and ENGL 1302 are required for transfer.) Three lecture hours each week.

**ENGL 2328 – American Literature II (from 1865).** Three hours credit. A survey of American literature from the Civil War to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from among a diverse group of authors for what they reflect and reveal about the evolving American experience and character. Prerequisite: ENGL 1301. (Confirm with the selected four-year institution to determine if both ENGL 1301 and ENGL 1302 are required for transfer.) Three lecture hours each week.

**ENGL 2332 – World Literature I.** Three hours credit. A survey of world literature from the ancient world through the sixteenth century. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions. Prerequisite: ENGL 1301. (Confirm with the selected four-year institution to determine if both ENGL 1301 and ENGL 1302 are required for transfer.) Three lecture hours each week.

**ENGL 2333 – World Literature II.** Three hours credit. A survey of world literature from the seventeenth century to the present. Students will study works of prose, poetry, drama, and fiction in relation to their historical and cultural contexts. Texts will be selected from a diverse group of authors and traditions. Prerequisite: ENGL 1301. (Confirm with the selected four-year institution to determine if both ENGL 1301 and ENGL 1302 are required for transfer.) Three lecture hours each week.

**ENGL 2341 – Forms of Literature.** Three hours credit. The study of one or more literary genres including, but not limited to, poetry, fiction, drama, and film. Topics may vary by semester. Prerequisite: ENGL 1301. (Confirm with the selected four-year institution to determine if both ENGL 1301 and ENGL 1302 are required for transfer.) Three lecture hours each week.

**ENGR 1201 – Introduction to Engineering.** Two hours credit. An introduction to the engineering profession with emphasis on technical communication and team-based engineering design. Prerequisite: MATH 1314 or 1414 (College Algebra) or equivalent academic preparation.

**ENGR 1304 – Engineering Graphics I.** Three hours credit. An introductory course including the use of instruments, computer graphics, geometrical construction, orthographic projections, auxiliaries, sections, dimensioning, axonometric projection, threads, and descriptive geometry applications. Two lecture and four lab hours each week. Lab fee.

**ENGR 1305 – Engineering Graphics II.** Three hours credit. A course involving the principles and application of orthographic projections, including space relation of points, lines, and planes; true length lines in space, intersection and development of space surfaces and curved surfaces; vectors, shades, and shadows. Two lecture and four lab hours each week. Prerequisite: ENGR 1304. Lab fee.

**ENGR 2301 – Engineering Mechanics: Statics.** Three hours credit. Basic theory of engineering mechanics, using calculus, involving the description of forces, moments, and couples acting on stationary engineering structures; equilibrium in two and three dimensions; free-body diagrams; friction; centroids; centers of gravity; and moments of inertia. Prerequisite: PHYS 2425 University Physics I (Lecture & lab) Corequisite or Prerequisite: MATH 2414 Calculus II

**ENGR 2302 – Engineering Mechanics: Dynamics.** Three hours credit. Basic theory of engineering mechanics, using calculus, involving the motion of particles, rigid bodies, and systems of particles; Newton's Laws; work and energy relationships; principles of impulse and momentum; application of kinetics and kinematics to the solution of engineering problems. Prerequisite: ENGR 2301 Engineering Mechanics - Statics

**ENTC 1410 – Fluid Mechanics with Applications.** Four hours credit. Introduces the concepts of fluid power systems and components. Emphasizes fluid properties, measurement of pressure, viscosity and density, and flow. Three lecture hours and two lab hours each week. Lab fee.

**ENTC 2310 – Machine Design.** Three hours credit. Design considerations for machinery. Includes selection of mechanical components and machine construction principles. Students will learn the applications and selection processes for various mechanical elements/components within basic power transmission units. Students will evaluate suitability of mechanical drive components; construct a mechanical system; establish a lubrication plan; establish a maintenance schedule; and evaluate system performance. Two lecture and two lab hours each week. Lab fee.

**FLMC 1304- Lighting for Film or Video.** Three hours credit. Fundamentals of lighting techniques for film or video production with respect to lighting tools, composition and camera motion to support dynamic storytelling. Two lecture and two hours lab each week.

**FLMC 1392 – On-Camera Experience.** Four hours credit. An introductory study of on-camera presentation techniques. Two lecture hours and four lab hours each week.

**FLMC 2433 – Cinematography.** Three hours credit. Employ concepts and theory; discuss marketing and technology trends; analyze scene and property set camera for correct light exposure; explain differences in lighting; evaluate camera lenses; and produce a short video or film. Two lecture hours and four lab hours each week. Prerequisite: FLMC 1304

**GEOG 1301 – Principles of Geography.** Three hours credit. This course introduces students to the processes that drive Earth's physical systems. Students will explore the relationships among these physical systems, with emphasis on weather and climate, water, ecosystems, geologic processes and landform development, and human interactions with the physical environment. Three lecture hours each week.

**GEOG 1303 – World Regional Geography.** Three hours credit. This course is an introduction to the world's major regions seen through their defining physical, social, cultural, political, and economic features. These regions are examined in terms of their physical and human characteristics and their



interactions. The course emphasizes relations among regions on issues such as trade, economic development, conflict, and the role of regions in the globalization process. Three lecture hours each week.

**GEOL 1301 – Earth Sciences for Non-Science Majors I (Lecture).** Three hours credit. Survey of geology, meteorology, oceanography, and astronomy. Three lecture hours each week.

**GEOL 1403 – Physical Geology (Lecture + Lab).** Four hours credit. Introduction to the study of the materials and processes that have modified and shaped the surface and interior of Earth over time. These processes are described by theories based on experimental data and geologic data gathered from field observations. Three lecture and three lab hours each week. Lab fee.

**GEOL 1404 – Historical Geology (Lecture + Lab).** Four hours credit. A comprehensive survey of the history of life and major events in the physical development of Earth as interpreted from rocks and fossils. Three lecture and three lab hours each week. Prerequisites: GEOL 1403 Physical Geology. Lab Fee.

**GERS 1343 – Psychology of Adult Development and Aging.** Three semester hours credit. Study of the cognitive aspects of adult development and aging. Includes common cognitive disorders that affect the individual during the aging process, with emphasis on mental health and optimum development. Students will identify psychological theories of aging; describe cognitive development of older adults; describe the impact of social factors on adult development; assess the individual's psychological response to aging, including a research-based project interviewing an elder; and examine perspectives regarding death and dying. Pre-requisites: SCWK 1321. Three semester hours credit. Three lecture hours per week.

**GERS 1345 – Policies and Programs for Older Adults.** Three hours credit. Students will identify the public policies and programs designed to address issues related to older adults, including the identification of the least restrictive living environment for elder services. Students will identify services and programs available for older adults; identify common themes in public policy related to aging; analyze the impact of public policies and programs; and develop strategies to impact the creation of public policy related to older adults. Prerequisite: SCWK 1321. Three semester hours credit. Three lecture hours per week.

**GISC 1411 – Introduction to Geographic Information Systems (GIS) and Global Positions Systems (GPS).** Four hours credit. Introduction to basic concepts of vector GIS using several industry specific software programs including nomenclature of cartography and geography. The student will explain basic concepts of GIS and GPS including positioning on the earth, mapping the earth in spatial terms, and populating the GIS to access data; create and access data in the GIS using an appropriate software package; and develop and print maps with industry standard legends. Operate industry standard GIS packages on a personal computer; capture positional and attribute information among several coordinate systems; acquire GIS information from databases, existing maps, and the Internet; and annotate output for finished maps, documents and reports. Prerequisite: DFTG 1409. Two lecture and four lab hours each week. Lab fee.

**GOVT 2305 – Federal Government (Federal Constitution and Topics).** Three hours credit. Origin and development of the U.S. constitution, structure and powers of national government including the legislative, executive, and judicial branches, federalism, political participation, the national election process, public policy, civil liberties and civil rights. Three lecture hours each week.

**GOVT 2306 – Texas Government (Texas Constitution and Topics).** Origin and development of the Texas constitution, structure and powers of state and local government, federalism and inter-

governmental relations, political participation, the election process, public policy, and the political culture of Texas. Three lecture hours each week.

**GRPH 1459 – Vector Graphics for Production.** Four hours credit. A study and use of vector graphics for production. Two lecture and four lab hours each week. Lab fee.

**HART 1256 – EPA Recovery Certification Preparation.** Two hours credit. Certification training for HVAC refrigerant recovery, recycle, and reclaim. Instruction will provide a review of EPA guidelines for refrigerant recovery and recycling during the installation, service, and repair of all HVAC and refrigeration systems. Two lecture hours each week.

**HART 1303 – Air Conditioning Control Principles.** Three hours credit. A basic study of HVAC and refrigeration controls; troubleshooting of control components; emphasis on use of wiring diagrams to analyze high and low voltage circuits; a review of Ohm's law as applied to air conditioning controls and circuits. The student will test, repair, and/or replace HVAC-related electrical and control components, wiring and equipment; read, draw, and interpret high and low voltage control circuits. Two lecture and four lab hours each week. Lab fee.

**HART 1310 – HVAC Shop Practices and Tools.** Three hours credit. Tools and instruments used in the HVAC industry. Includes proper application, use and care of these tools, and tubing and piping practices. The student will demonstrate the use of hand tools, power tools and instruments; construct flares, swages and bends using tubing tools; use a torch for brazing and soldering; identify industry safety, and environmental regulations; and perform safety procedures. Two lecture and three lab hours each week. Lab fee.

**HART 1401 – Basic Electricity for HVAC.** Four hours credit. Principles of electricity as required by HVAC, including proper use of test equipment, electrical circuits, and component theory and operation. Student will demonstrate knowledge of basic principles of electricity, electrical current, circuitry, and air conditioning devices; apply Ohm's law to electrical calculations; perform electrical continuity, voltage, and current tests with appropriate meters; and demonstrate electrical safety. Three lecture and three lab hours. Lab fee.

**HART 1407 – Refrigeration Principles.** Four hours credit. An introduction to the refrigeration cycle, heat transfer theory, temperature/pressure relationship, refrigerant handling, refrigeration components and safety. The student will identify refrigeration components; explain operation of the basic refrigeration cycle and heat transfer; demonstrate proper application and/or use of tools, test equipment, and safety procedures. Three hours lecture and three hours lab each week. Lab fee.

**HART 1441 – Residential Air Conditioning.** Four hours credit. A study of components, applications, and installation of mechanical air conditioning systems including operation conditions, troubleshooting, repair, and charging of air conditioning systems. Prerequisite: HART 1401 and HART 1407. Three lecture and three lab hours each week. Lab fee.

**HART 1445 – Gas and Electric Heating.** Four hours credit. A study of the procedures and principles used in servicing heating systems including gas fire furnaces and electric heating systems. The student will identify different types of gas furnaces; identify and describe component operation of gas furnaces; service and troubleshoot gas furnaces; perform safety inspections on gas and electric heating systems; identify unsafe operation of gas furnaces; identify and discuss component operation of electric heating

systems; and service and troubleshoot electric heating systems. Three lecture and three lab hours each week. Lab fee.

**HART 2334 – Advanced Air Conditioning Controls.** Four hours credit. Theory and practical application of electrical control devices, electromechanical controls, and/or pneumatic controls. Prerequisite: HART 1441. Two lecture and three lab hours each week. Lab fee.

**HART 2336 – Troubleshooting.** Four hours credit. An advanced course in the application of troubleshooting principles and use of test instruments to diagnose air conditioning and refrigeration components and system problems including conducting performance tests. The student will test and diagnose components, systems, and accessories; complete applicable documentation. Prerequisites: HART 1401, 1303, 1407, and/or corequisite HART 1445. Two hours lecture and four hours lab each week. Lab fee.

**HART 2441 – Commercial Air Conditioning.** Four hours credit. A study of components, applications, and installation of air conditioning systems with capacities of 25 tons or less. Prerequisite: HART 1441. Three lecture and three lab hours each week. Lab fee.

**HART 2442 – Commercial Refrigeration.** Four hours credit. Theory and practical application in the maintenance of commercial refrigeration; medium, and low temperature applications and ice machines. Prerequisite: HART 1401 and HART 1407. Three lecture and three lab hours each week. Lab fee.

**HIST 1301 – United States History I.** Three hours credit. A survey of the social, political, economic, cultural, and intellectual history of the United States from the pre-Columbian era to the Civil War/Reconstruction period. United States History I includes the study of pre-Columbian, colonial, revolutionary, early national, slavery and sectionalism, and the Civil War/Reconstruction eras. Themes that may be addressed in United States History I include: American settlement and diversity, American culture, religion, civil and human rights, technological change, economic change, immigration and migration, and creation of the federal government. Required of all students seeking an Associate of Arts or Science degree or who plan to transfer to a four-year school. Three lecture hours each week.

**HIST 1302 – United States History II.** Three hours credit. A survey of the social, political, economic, cultural, and intellectual history of the United States from the Civil War/Reconstruction era to the present. United States History II examines industrialization, immigration, world wars, the Great Depression, Cold War and post-Cold War eras. Themes that may be addressed in United States History II include: American culture, religion, civil and human rights, technological change, economic change, immigration and migration, urbanization and suburbanization, the expansion of the federal government, and the study of U.S. foreign policy. Required of all students seeking an Associate of Arts or Science degree or who plan to transfer to a four-year school. Three lecture hours each week.

**HIST 2301 – Texas History.** Three hours credit. A survey of the political, social, economic, cultural, and intellectual history of Texas from the pre-Columbian era to the present. Themes that may be addressed in Texas History include: Spanish colonization and Spanish Texas; Mexican Texas; the Republic of Texas; statehood and secession; oil, industrialization, and urbanization; civil rights; and modern Texas. Three lecture hours each week.

**HIST 2311 – Western Civilization I.** Three hours credit. A survey of the social, political, economic, cultural, religious, and intellectual history of Europe and the Mediterranean world from human origins to the 17th century. Themes that should be addressed in Western Civilization I include the cultural legacies

of Mesopotamia, Egypt, Greece, Rome, Byzantium, Islamic civilizations, and Europe through the Middle Ages, Renaissance, and Reformations. Three lecture hours each week.

**HIST 2312 – Western Civilization II.** Three hours credit. A survey of the social, political, economic, cultural, religious, and intellectual history of Europe and the Mediterranean world from the 17th century to the modern era. Themes that should be addressed in Western Civilization II include absolutism and constitutionalism, growth of nation states, the Enlightenment, revolutions, classical liberalism, industrialization, imperialism, global conflict, the Cold War, and globalism. Three lecture hours each week.

**HITT 1305 – Medical Terminology.** Three hours credit. Study of word origin and structure through the introduction of prefixes, suffixes, root words, plurals, abbreviations and symbols. The study of terminology related to surgical procedures, medical specialties and diagnostic procedures. Forty-eight classroom hours.

**HPRS 1201 – Introduction to Health Professions.** Two hours credit. An overview of roles of various members of the health care system, educational requirements, and issues affecting the delivery of health care. Thirty-two classroom and sixty-four lab hours.

**HRPO 1311 – Human Relations.** Three hours credit. Practical application of the principles and concepts of the behavioral sciences to interpersonal relationships in business and industrial environments. Three lecture hours each week.

**HRPO 2301 – Human Resources Management.** Three hours credit. Behavioral and legal approaches to the management of human resources in organizations. Three lecture hours each week.

**HYDR 1301 – Rigging and Conveying Systems.** Three hours credit. Introduction to directing and moving heavy objects, selecting the appropriate rigging equipment, in conjunction with the suitable hardware and lifting devices with an emphasis on inspection, use, and maintenance of rigging equipment. Two lecture hours and two lab hours each week. Lab fee.

**HYDR 1350 – Hydraulics, Fabrication & Repair.** Three hours credit. Fabrication of hydraulic power units to provide fluid power for an industrial or mobile operation. Includes techniques and methods of constructing conduits and fittings. The student will demonstrate fabrication of power units; interpret blueprints and specifications; demonstrate disassembly, repair, and reassembly of hydraulic components; and analyze failed components. Two lecture hours and two lab hours each week. Lab fee.

**HYDR 1391 – Special Topics in Hydraulics Technology/Technician.** Three hours credit. Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency. The student outcomes/objectives are determined by local occupational need and business and industry trends. Three lecture and lab hours each week.

**HYDR 1409 – Basic Fluid Power I (Hydraulics).** Four hours credit. An introduction to the basic principles of hydraulic pressure, flow, and system components, including system controls, symbols, and circuits. The student will state Pascal's law and its consequences involving pressure; state the continuity equation and explain its application to the flow rate; name the basic hydraulic system components and state the function of each; calculate pressure, force, or actuator size given any two parameters; and

determine proper conductor size given flow and velocity parameters. Three lecture hours and two lab hours each week. Lab fee.

**HYDR 1415 – Basic Fluid Power II (Pneumatics).** Four hours credit. An introduction to the basic principles of pneumatic pressure, flow, and system components, symbols, and circuits. Emphasis on troubleshooting techniques, good maintenance procedures, and safety practices. The student will state Pascal's law and its consequences involving pressure; explain the general gas law and its applications; identify the basic pneumatic system components; state the function of each component; calculate pressure, force, or actuator size given any two parameters; and determine compressor size given flow rate, pressure, and actuator requirements. Three lecture hours and two lab hours each week. Lab fee.

**HYDR 2330 – Fluid Power System Design.** Three hours credit. Advanced operation of control valves and their controls for open and closed loop systems. Topics include filtration requirements for hydraulic systems; operation of hydraulic circuits; design circuits, including hydraulics, pneumatics, electrical/electronic controls, and mechanical interface. The student will identify the fluid power symbols for control valves; the fluid requirements for control valves; and describe the operation of control valves; contrast open and closed loop control; describe symmetrical and nonsymmetrical spools; apply the use of constant torque motors; describe the operation of linear velocity displacement transformer (LVDT) in proportional valves; and describe digital electrohydraulic devices; and design a fluid power system. Prerequisite/corequisite: HYDR 2459. Two lecture and three lab hours each week. Lab fee.

**HYDR 2455 – Hydraulics Proportional & Servo Valves.** Four hours credit. Electronics and instrumentation associated with hydraulic proportional and servo valves. The student will identify servo or proportional valves for specific applications; demonstrate troubleshooting techniques for proportional and servo valves; and systems. Prerequisite/corequisite: HYDR 2459. Three lecture hours and two lab hours each week. Lab fee.

**HYDR 2459 – Advanced Hydraulics.** Four hours credit. A study of cylinder loading, accumulator volume, positive and negative loads and specialty valves. The student will calculate positive and negative loads; calculate side load on cylinder rods; calculate the volume of fluid in an accumulator; and utilize specialty valves. Prerequisite: HYDR 1409 or HYDR 1415. Three lecture hours and two lab hours each week. Lab fee.

**IMED 1416 – Web Page Design.** Four hours credit. Instruction in Web design and related graphic design issues including mark-up languages, websites, and browsers. Two lecture and four lab hours per week. Lab fee.

**IMED 2266 – Practicum (or Field Experience) – Web Page, Digital/Multimedia and Information Resources Design.** Two hours credit. Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. This is work-based instruction that provides basic career exploration and helps students gain practical experience in the discipline, enhance skills, and integrate knowledge. The emphasis is on practical work experience. Indirect supervision is provided by the employer. A practicum may be a paid or unpaid learning experience. Six external hours each week. This course should be taken during the final semester prior to graduation. Prerequisite: To enroll in IMED 2266, students must have a B or better in the following four courses, ARTC 1402 Digital Imaging I, ARTC 2405 Digital Imaging II, ARTC 1413 Digital Publishing, and ARTC 2413 Digital Publishing II.

**IMED 2309 – Internet Commerce.** Three hours credit. An overview of the Internet as a marketing and sales tool with emphasis on developing a prototype for electronic commerce. Three lecture hours and one lab hour each week. Lab Fee.

**IMED 2315 – Web Page Design II.** Three hours credit. A study of mark-up language and advanced layout techniques for creating web pages. Emphasis on identifying the target audience and producing web sites, according to accessibility standards, cultural appearance, and legal issues. Three lecture hours and one lab hour each week. Prerequisite: IMED 1416. Lab Fee.

**IMED 2411 – Portfolio Development.** Four hours credit. Preparation and enhancement of portfolio to meet professional standards, development of presentation skills, and job seeking techniques. This course should be taken the final semester before graduation. Two lecture hours and four lab hours per week. Lab fee.

**INEW 2330 – Comprehensive Software Project: Planning & Design.** Three hours credit. A comprehensive application of skills learned in previous courses in a simulated workplace. Covers the development, testing, and documenting of a complete software and/or hardware solution. This course may be used as a capstone course for a certificate or degree. Three lecture and one lab hour each week. Lab fee. Prerequisite: ITSE 1350. Lab fee.

**INEW 2332 – Comprehensive Software Project: Coding, Testing, and Implementation.** Three hours credit. A comprehensive application of skills learned in previous semesters in a simulated workplace. Includes coding, testing, maintenance, and documentation of a complete software and/or hardware solution. This course may be used as a capstone course for a degree. Three lecture and one lab hour each week. Lab fee. Prerequisite: INEW 2330. Lab fee.

**INRW 0320.** Integration of critical reading and academic writing skills. The course fulfills TSI requirements for reading and/or writing. The INRW cannot be used toward credit for an associate degree and is not intended for transfer to a senior college. Eligibility: As per the current TSI Assessment Placement Chart; Benefit: complete reading and writing in one semester; Attendance required in lecture and lab hours.

**INTC 1301 – Principles of Industrial Measurements.** Three hours credit. A study of the principles and devices for the measurement of control variables such as temperature, pressure, flow, level, and basic control functions. The student will demonstrate the fundamentals of tubing layout and bending; apply the principles of process instruments and devices; and describe the control loop as applied to control and detection of pressure, temperature, level, flow, etc. Three lecture hours each week. Prerequisite Associate of Applied Science in Electromechanical Technology.

**INTC 2359 – Distributed Control Systems.** Three hours credit. Philosophy and application of distributed control systems. Includes hardware, firmware, software, configuration, communications and networking systems required to implement a distributed control strategy. Corequisite: TECM 1301. Two lecture and three lab hours each week. Lab fee.

**ITCC 1414 – CCNA 1: Introduction to Networks.** Four credit hours. This course covers networking architecture, structure, and functions; introduces the principles and structure of IP addressing and the fundamentals of Ethernet concepts, media and operations to provide a foundation for the curriculum. Three lecture and two lab hours per week. Lab fee.

**ITCC 1444 – CCNA 2: Switching, Routing, and Wireless Essentials.** Four credit hours. Describes the architecture, components, and operations of routers and switches in small networks and introduces wireless local area networks (WLAN) and security concepts; provides an in-depth understanding of how routers and switches operate and are implemented in the LAN environment. Prerequisite: ITCC 1414. Three lecture and two lab hours per week. Lab fee.

**ITCC 1414 – CCNA 3: Enterprise Networking, Security, and Automation.** Four credit hours. Describes the architecture, components, operations, and security to scale for large, complex networks, including wide area network (WAN) technologies. Emphasizes network security concepts and introduces network virtualization and automation. Prerequisite: ITCC 1444. Three lecture and two lab hours per week. Lab fee.

**ITNW 1325 – Fundamentals of Networking Technologies.** Three hours credit. Instruction in networking technologies and their implementation. Topics include the OSI reference model, network protocols, transmission media, and networking hardware and software. Three lecture and one lab hour each week. Prerequisites: Satisfy School of Business and Technology guidelines. See School of Business and Technology Dean. Lab fee.

**ITNW 1408 – Implementing and Supporting Client Operating Systems.** Four hours credit. The fundamentals of managing and configuring network clients. Prerequisite: ITNW 1325 or approval of Associate Dean of Instruction. Four lecture hours and one lab hour each week. Lab fee.

**ITNW 1445 – Implementing Network Directory Services.** Four hours credit. In-depth coverage of the skills necessary to install, configure, and administer Network Directory service. Prerequisite: ITNW 1454 or approval of Associate Dean of Instruction. Four lecture hours and one lab hour each week. Lab fee.

**ITNW 1453 – Supporting Network Server Infrastructure.** Four hours credit. Installing, configuring, managing, and supporting a network infrastructure. Prerequisite: ITNW 1454 or approval of Associate Dean of Instruction. Four lecture hours and one lab hour each week. Lab fee.

**ITNW 1454 – Implementing and Supporting Servers.** Four hours credit. Implement, administer, and troubleshoot information systems that incorporate servers in a networked computing environment. Prerequisite: ITNW 1408 or approval of Associate Dean of Instruction. Four lecture hours and one lab hour each week. Lab fee.

**ITNW 2354 – Internet/Intranet Server.** Three hours credit. Advanced concepts in the designing, installing, and administration of an Internet/Intranet server. Prerequisite: ITNW 1453 or approval of Associate Dean of Instruction. Three lecture hours and one lab hour each week. Lab fee.

**ITNW 2411 – Implementing Mail Servers.** Four hours credit. An in-depth study of electronic messaging using mail servers. Prerequisite: ITNW 1445 or approval of Associate Dean. Three lecture and two lab hours each week. Lab fee.

**ITNW 2452 – Administering SQL Server.** Four hours credit. Administering SQL Server is a skills development course in the installation, configuration, administration, and troubleshooting of SQL Servers client/server database management system version. Prerequisite: ITNW 1445 or approval of Associate Dean of Instruction. Three lecture and two lab hours each week. Lab fee.

**ITSC 1301 – Introduction to Computers.** Three hours credit. Overview of computer information systems. Introduces computer hardware, software, procedures, and human resources. Three lecture and one lab hour each week. Lab fee.

**ITSC 1307 – Unix Operating System 1.** Three hours credit. Introduction to the UNIX operating system including multi-user concepts, terminal emulation, use of system editor, basic UNIX commands, and writing script files. Includes introductory systems management concepts. Three lecture and one lab hour each week. Lab fee.

**ITSC 2339 – Personal Computer Help Desk Support.** Three hours credit. Diagnosis and solution of user hardware and software related problems with on-the-job and/or simulated projects. One lecture and five lab hours each week. Prerequisite: Sophomore standing and approval of Associate Dean of Instruction. This is a capstone experience. Lab Fee.

**ITSC 2380 – Cooperative Education, Computer and Information Sciences, General.** Three hours credit. Career-related activities encountered in the student's area of specialization offered through an individualized agreement among the college, employer, and student. Under the supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. A weekly one-hour seminar is held in conjunction with the student's job. Prerequisite: Sophomore standing and approval from the Associate Dean of Instruction. This is a capstone experience. Lab fee.

**ITSE 1302 – Computer Programming.** Three hours credit. Introduction to computer programming including design, development, testing, implementation, and documentation. Three lecture and one lab hour each week. Lab fee.

**ITSE 1307 – Introduction to C++.** Three hours credit. Introduction to computer programming using C++. Emphasis on the fundamentals of object oriented design with development, testing, implementation, and documentation. Includes language syntax, data and file structures, input/output devices and files. Three lecture and one lab hour each week. Lab fee. Prerequisite: ITSC 1301.

**ITSE 1331 – Introduction to Visual Basic Programming.** Three hours credit. Introduction to computer programming using Visual Basic. Emphasizes the fundamentals of structured design, development, testing, implementation, and documentation. Includes language syntax, data and file structures, input/output devices and files. Three lecture and one lab hour each week. Prerequisite: ITSC 1301. Lab fee.

**ITSE 1350 – Systems Analysis and Design.** Three hours credit. Introduction to the planning, design and construction of computer information systems using the systems development life cycle and other appropriate design tools. Three lecture and one lab hour each week. Prerequisite: ITSC 1301. Lab fee.

**ITSE 2317 – JAVA Programming.** Three hours credit. Introduction to object-oriented Java programming including the fundamental syntax and semantics of Java for applications and web applets. Three lecture and one lab hour each week. Prerequisite: ITSC 1301. Lab fee.

**ITSW 1301 – Intro to Word Processing.** Three hours credit. An overview of the production of documents, table, and graphs. Prerequisites: POFT 1429 or advisor approval. Three lecture hours each week plus one hour of lab exercises. Lab fee.



**ITSW 1304 – Introduction to Spreadsheets.** Three hours credit. Instruction in the concepts, procedures, and application of electronic spreadsheets. Three lecture and one lab hour each week. Lab fee.

**ITSW 1307 – Introduction to Database.** Three hours credit. Introduction to database theory and the practical applications of a database. Three lecture and one lab hour each week. Lab fee.

**ITSW 1310 – Introduction to Presentation Graphics Software.** Three hours credit. Instruction in the utilization of presentation software to produce multimedia presentations. Graphics, text, sound, animation and/or video may be used in presentation development. Used as a capstone for the Microcomputer certificate. Three lecture and one lab hour each week. Lab fee.

**ITSY 1342 – Information Technology Security.** Three hours credit. Instruction in security for network computer hardware, software, virtualization, and data, including physical security; backup procedures; relevant tools; encryptions; and protection from viruses. Topics may adapt to changes in industry practices. Three lecture hours and one lab hour each week.

**ITSY 1333 – Mobile Applications Development.** Three hours credit. An overview of different mobile platforms and their development environments. Three lecture hours and one lab hour each week.

**ITSY 2400 – Operating System Security.** Four hours credit. Safeguard computer operating systems by demonstrating server support skills and designing and implementing a security system. Identify security threats and monitor network security implementations. Use best practices to configure operating systems to industry security standards. Four lecture and one lab hour each week. Lab fee. Prerequisite: ITNW 1454 or approval of Associate Dean of Instruction.

**LGLA 1119 – Legal Ethics & Professional Responsibility.** One hour credit. The ethical and legal responsibilities and duties that a member of the legal profession owes to the public, the court, clients, and other professional colleagues. Includes a review of the canons, codes, and rules of professional responsibility. The student will define and properly use terminology related to legal ethics; describe the ethical responsibilities of lawyers and law office personnel; recognize breaches of ethical obligations that may result in malpractice or disciplinary actions; and demonstrate knowledge of the canons of legal ethics governing legal professionals. Prerequisite or concurrent enrollment in LGLA 1307. One lecture hour per week.

**LGLA 1303 – Legal Research.** Three hours credit. Law library techniques and computer-assisted legal research. The student will locate, read and understand primary and secondary legal authority; design and implement effective research strategies; and be familiar with computer-assisted legal research tools and the proper role of these tools. Prerequisite: LGLA 1307. Three lecture hours per week with extensive outside use of legal research resources.

**LGLA 1307 – Introduction to Law and the Legal Profession.** Three hours credit. This course provides an overview of the law and of legal professions. Topics include legal concepts, systems and terminology; ethical obligations and regulations; professional trends and issues with particular emphasis on the paralegal. The student will develop a legal vocabulary; explain fundamental legal concepts and systems; explain the ethical obligations of the legal profession with particular emphasis on the paralegal's role; and discuss topics relating to the paralegal profession. Three lecture hours each week.

**LGLA 1345 – Civil Litigation.** Three hours credit. This course presents fundamental concepts and procedures of civil litigation with emphasis on the paralegal's role. Topics include pretrial, trial, and post-

trial phases of litigation. The student will define and properly use terminology relating to civil litigation; locate, describe, and analyze sources of law relating to the civil litigation and applicable court rules; describe and analyze other sources of law relating to constitutional law; locate, U.S. Constitution and its amendments. Prerequisite or concurrent enrollment in LGLA 1307. Three lecture hours each week.

**LGLA 1351 – Contracts.** Three hours credit. This course presents fundamental concepts of contract law with emphasis on the paralegal's role. Topics include formation, performance, and enforcement of contracts under the common law and the Uniform Commercial Code. The student will define and properly use terminology relating to contract law; locate, describe, and analyze sources of law relating to contract law; describe the role and ethical obligations of the paralegal relating to contract law; and draft documents commonly used in contract law. Prerequisite or concurrent enrollment in LGLA 1307. Three lecture hours each week.

**LGLA 1353 – Wills, Trusts and Probate Administration.** Three hours credit. This course presents fundamental concepts of the law of wills, trusts, and probate administration with emphasis on the paralegal's role. The student will define and properly use terminology relating to wills, trusts, and probate administration; locate, describe, and analyze sources of law relating to wills, trusts, and probate administration; describe the role and ethical obligations of the paralegal relating to wills, trusts, and probate administration; and draft documents commonly used in wills, trusts, and probate administration. Prerequisite or concurrent enrollment in LGLA 1307. Three lecture hours each week.

**LGLA 1355 – Family Law.** Three hours credit. This course presents fundamental concepts of family law with emphasis on the paralegal's role. Topics include formal and informal marriages, divorce, annulment, marital property, and the parent-child relationship. The student will define and properly use terminology relating to family law; locate, describe, and analyze sources of law relating to family law; describe the role and ethical obligations of the paralegal relating to family law; and draft documents commonly used in family law. Prerequisite or concurrent enrollment in LGLA 1307. Three lecture hours each week.

**LGLA 1391 – Special Topics in Paralegal/Legal Assistant.** Three hours credit. Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency. Learning outcomes/objectives are determined by local occupational need and business and industry trends. Prerequisites: Completion of 45 hours in the program including LGLA 1303 and LGLA 1307. Three lecture hours each week.

**LGLA 2166 – Practicum (or Field Experience).** One hour credit. Practical general workplace training supported by an individualized learning plan developed by the employer, college and student. As outlined in the learning plan, the student will apply the theory, concepts, and skills involving specialized tools, materials, equipment, procedures, regulations, laws and interactions within and among political, economic, environmental, social and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, appropriate verbal and written communication skills using the terminology of the occupation and the business/industry. Prerequisites: LGLA 1303, 1307, 1345, 1351, 2303, 2309 and 2313 or permission of the instructor. Minimum six hours per week practicum and lecture one hour per week.

**LGLA 2266 – Practicum (or Field Experience).** Two hours credit. Practical general workplace training supported by an individualized learning plan developed by the employer, college and student. As outlined in the learning plan, the student will apply the theory, concepts, and skills involving specialized tools, materials, equipment, procedures, regulations, laws and interactions within and among political,

economic, environmental, social and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, appropriate verbal and written communication skills using the terminology of the occupation and the business/industry. Prerequisites: LGLA 1303, 1307, 1345, 1351, 2303, 2309 and 2313 or permission of the instructor. Minimum thirteen hours per week practicum and lecture one hour per week.

**LGLA 2303 – Torts and Personal Injury Law.** Three hours credit. This course presents fundamental concepts of tort law with emphasis on the paralegal's role. Topics include intentional torts, negligence, and strict liability. The student will define and properly use terminology relating to tort law; locate, describe, and analyze sources of law relating to tort law; describe the role and ethical obligations of the paralegal in tort law; and draft documents commonly used in tort law. Prerequisite or concurrent enrollment in LGLA 1307. Three lecture hours each week.

**LGLA 2305 – Interviewing and Investigating.** Three hours credit. This course is a study of principles, methods, and investigative techniques utilized to locate, gather, document and manage information. Emphasis on developing interviewing and investigative skills to prepare the paralegal to communicate effectively while recognizing ethical problems. The student will conduct effective interviews with clients and witnesses in preparation for alternative dispute resolution and litigation processes; utilize multiple sources of information; and apply ethical standards in interviewing and investigation. Prerequisite or concurrent enrollment in LGLA 1307. Three lecture hours each week.

**LGLA 2309 – Real Property.** Three hours credit. This course presents fundamental concepts of real property law with emphasis on the paralegal's role. Topics include the nature of real property, rights and duties of ownership, land use, voluntary and involuntary conveyances, and the recording of and searching for real estate documents. The student will define and properly use terminology relating to real property; locate, describe, and analyze sources of law relating to real property; describe the role and ethical obligations of the paralegal relating to real property transactions; and draft documents commonly used in real property transactions. Prerequisite or concurrent enrollment in LGLA 1307. Three lecture hours each week.

**LGLA 2313 – Criminal Law and Procedure.** Three hours credit. Procedures from arrest to final disposition, principles of federal and state law, and the preparation of pleadings and motions as applied to paralegals. The student will define and properly use terminology relating to criminal law; locate and analyze cases and statutes relating to criminal law; evaluate the role and ethical obligations of the paralegal relating to criminal law; and draft documents commonly used in criminal law. Prerequisite or concurrent enrollment in LGLA 1307. Three lecture hours each week.

**LGLA 2331 – Advanced Legal Research and Writing.** Three hours credit. Computerized research techniques and preparation of complex legal documents such as briefs, legal office memoranda, and citation forms. The student will analyze complex legal issues; apply effective research strategies to resolve those issues and report the results in an acceptable written legal format. Prerequisite: LGLA 1307, prerequisite LGLA 1303 or approval of the instructor. Three lecture hours each week.

**LGLA 2366 – Practicum (or Field Experience).** Three hours credit. Developed by the employer, college and student. As outlined in the learning plan, the student will apply the theory, concepts, and skills involving specialized tools, materials, equipment, procedures, regulations, laws and interactions within and among political, economic, environmental, social and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices,

interpersonal and teamwork skills, appropriate verbal and written communication skills using the terminology of the occupation and the business/industry. Prerequisites: LGLA 1303, 1307, 1345, 1351, 2303, 2309 and 2313 or permission of the instructor. Minimum twenty hours per week practicum and one lecture hour each week.

**LGLA 2371 – Advanced Criminal Law and Procedure.** Three hours credit. Advanced concepts of the procedural rules of criminal cases in Texas. This class will be focused primarily on Texas criminal procedural rules, as opposed to federal criminal procedure. The students will learn how a criminal case procedurally goes through the Texas system, including studying criminal investigation (search warrants, arrest warrants, etc.), arrests v. investigatory stops, booking, first appearance, bail procedures, examining trials, grand jury, indictments, pre-trial matters, motions to suppress, criminal discovery, motions in limine, plea bargaining, negotiations and procedures, jury selection, trial proceedings, various rules of evidence that apply to Texas criminal cases, appellate procedures, and the paralegal's role and job opportunities in the criminal justice system. Prerequisite or concurrent enrollment in LGLA 1307. Three lecture hours each week.

**LOTT 1301 – Introduction to Fiber Optics.** Three credit hours. An introductory course in fiber optics and its application, including advantages of fiber, light transmission in fiber, types of fiber, sources, detectors, and connectors. Prerequisite: Proficiency on work keys, reading and mathematics. Two lecture and two lab hours each week. Lab fee.

**MATH 0314 – Pre-College Algebra Corequisite.** This course emphasizes the knowledge and skills necessary to succeed in MATH 1314. A study of relations and functions, inequalities, algebraic expressions and equations (absolute value, polynomial, radical, rational), with a special emphasis on linear and quadratic expressions and equations. This course will not count toward a degree and is not intended for transfer. Three lecture hours each week. Corequisite: MATH 1314.

**MATH 0320 – Introductory Algebra.** The course supports student in developing skills, strategies, and reasoning needed to succeed in mathematics, including communication and appropriate use of technology. Topics include the study of numeracy and the real number system; algebraic concepts, notation, and reasoning; quantitative relationships; mathematical models; and problem solving. This course is designed for students who plan to take MATH 1314 or MATH 1324. This course will not count toward a degree and is not intended for transfer. Corequisite of NCBM 0120 may be required based on TSIA scores and degree plan. Three lecture hours each week. Lab fee.

**MATH 0324 – Pre-Business Math Corequisite.** This course emphasizes the knowledge and skills necessary to succeed in MATH 1324. A study of relations and functions, inequalities, algebraic expressions and equations (absolute value, polynomial, radical, rational), with a special emphasis on linear and quadratic expressions and equations. Three lecture hours each week. Required corequisite: MATH 1324.

**MATH 0325 – Foundations of Mathematical Reasoning.** This course surveys a variety of mathematical topics needed to prepare students for college level statistics or quantitative reasoning for algebra-based courses. Topics include: numeracy with an emphasis on estimation and fluency with large numbers; evaluating expressions and formulas; rates, ratios, and proportions; percentages; solving equations; linear models; data interpretations including graphs and tables; verbal, algebraic and graphical representations of functions; exponential models. This course will not count toward a degree and is not intended for transfer. Corequisite of NCBM 0125 may be required based on TSIA scores and degree plan. Three lecture and one lab hours each week.

**MATH 0330 – Intermediate Algebra.** A study of relations and functions, inequalities, algebraic expressions and equations (absolute value, polynomial, radical, rational), with a special emphasis on linear and quadratic expressions and equations. This course will not count toward a degree and is not intended for transfer. Three lecture hours each week. Lab fee.

**MATH 0342 – Pre-Elementary Statistics.** Three hours credit. This course emphasizes the knowledge and skills necessary to succeed in MATH 1342. Topics include the study of numeracy and the real number system; algebraic concepts, notation, and reasoning; quantitative relationships; mathematical models; and problem solving. Three lecture hours each week. Required corequisite: MATH 1342.

**MATH 1314 – College Algebra.** Three hours credit. In-depth study and applications of polynomial, rational, radical, exponential and logarithmic functions, and systems of equations using matrices. Additional topics such as sequences, series, probability, and conics may be included. Prerequisite: Meet TSI college readiness standard for Mathematics or co-enroll in MATH 0314 or NCBM 0130.

**MATH 1324 – Mathematics for Business & Social Sciences.** Three hours credit. The application of common algebraic functions, including polynomial, exponential, logarithmic, and rational, to problems in business, economics, and the social sciences are addressed. The applications include mathematics of finance, including simple and compound interest and annuities; systems of linear equations; matrices; linear programming; and probability, including expected value. Prerequisite: Meet TSI college-readiness standard for Mathematics or co-enroll in MATH 0324.

**MATH 1325 – Calculus for Business & Social Sciences.** Three hours credit. This course is the basic study of limits and continuity, differentiation, optimization and graphing, and integration of elementary functions, with emphasis on applications in business, economics, and social sciences. This course is not a substitute for MATH 2413, Calculus I. Prerequisite: MATH 1324 Mathematics for Business & Social Sciences or MATH 1314 College Algebra.

**MATH 1332 – Contemporary Mathematics (Math for Liberal Arts Majors I).** Three hours credit. Intended for non-STEM (Science, Technology, Engineering, and Mathematics) majors. Topics include introductory treatments of sets and logic, financial mathematics, probability and statistics with appropriate applications. Number sense, proportional reasoning, estimation, technology, and communication should be embedded throughout the course. Additional topics may be covered. Prerequisite: Meet TSI college-readiness standard for Mathematics or co-enroll in NCBM 0132.

**MATH 1342 – Elementary Statistical Methods.** Three hours credit. Collection, analysis, presentation and interpretation of data, and probability. Analysis includes descriptive statistics, correlation and regression, confidence intervals and hypothesis testing. Use of appropriate technology is recommended. Prerequisite: Meet TSI college readiness standard for Mathematics or co-enroll in MATH 0342. Three lecture hours per week.

**MATH 1350 –Mathematics for Teachers I.** Three hours credit. This course is intended to build or reinforce a foundation in fundamental mathematics concepts and skills. It includes the conceptual development of the following: sets, functions, numeration systems, number theory, and properties of the various number systems with an emphasis on problem solving and critical thinking. Prerequisite: MATH 1314/1414.

**MATH 1351 – Mathematics for Teachers II.** Three hours credit. This course is intended to build or reinforce a foundation in fundamental mathematics concepts and skills. It includes the concepts of geometry, measurement, probability, and statistics with an emphasis on problem solving and critical thinking. Prerequisite: MATH 1350 and MATH 1314/1414.

**MATH 1414 – College Algebra (for Science and Engineering Majors).** Four hours credit. In-depth study and applications of polynomial, rational, radical, exponential and logarithmic functions, and systems of equations using matrices. Additional topics such as sequences, series, probability, and conics will be included. This course is intended to prepare students for MATH 2412 – Precalculus. Four lecture hours each week.

**MATH 2318 – Linear Algebra.** Three hours credit. Introduces and provides models for application of the concepts of vector algebra. Topics include finite dimensional vector spaces and their geometric significance; representing and solving systems of linear equations using multiple methods, including Gaussian elimination and matrix inversion; matrices; determinants; linear transformations; quadratic forms; eigenvalues and eigenvector; and applications in science and engineering. Prerequisite: MATH 2414 (Calculus II).

**MATH 2320 – Differential Equations.** Three hours credit. Ordinary differential equations, including linear equations, systems of equations, equations with variable coefficients, existence and uniqueness of solutions, series solutions, singular points, transform methods, and boundary value problems; application of differential equations to real-world problems. Three lecture hours each week. Prerequisite: MATH 2414 Calculus II.

**MATH 2412 – Pre-Calculus Math.** Four hours credit. In-depth combined study of algebra, trigonometry, and other topics for calculus readiness. Four lecture hours each week. Prerequisite: MATH 1314 College Algebra.

**MATH 2413 – Calculus I.** Four hours credit. Limits and continuity; the Fundamental Theorem of Calculus; definition of the derivative of a function and techniques of differentiation; applications of the derivative to maximizing or minimizing a function; the chain rule, mean value theorem, and rate of change problems; curve sketching; definite and indefinite integration of algebraic, trigonometric, and transcendental functions, with an application to calculation of areas. Prerequisite: MATH 2412 Pre-Calculus Math or equivalent preparation.

**MATH 2414 – Calculus II.** Four hours credit. Differentiation and integration of transcendental functions; parametric equations and polar coordinates; techniques of integration; sequences and series; improper integrals. Prerequisite: MATH 2413 Calculus I

**MATH 2415 – Calculus III.** Four hours credit. Advanced topics in calculus, including vectors and vector-valued functions, partial differentiation, Lagrange multipliers, multiple integrals, and Jacobians; application of the line integral, including Green's Theorem, the Divergence Theorem, and Stokes' Theorem. Prerequisite: MATH 2414 Calculus II

**MCHN 1190 – Special Topics in Machine Shop Assistant.** One hour credit. Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency. Must be taken with MCHN 1441. Two lab hours each week. Lab fee.

**MCHN 1191 – Special Topics in Machine Shop Assistant.** One hour credit. Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. To be repeated once for credit. Must be taken with MCHN 1452 and MCHN 1454. Two lab hours each week. Lab fee.

**MCHN 1343 – Machine Shop Mathematics.** Three hours credit. Designed to prepare the student with technical, applied mathematics skills that will be necessary in future machine shop-related courses. The student will define the use of formulas and identify conversion methods of numbering systems; convert fractions to decimals and back; use formulas in solving measurement problems; and compute correctly by adding, subtracting, multiplying, and dividing whole numbers, decimals, fractions and mixed numbers. Proficiency on work keys, reading and mathematics. Three hours lecture each week. Lab fee.

**MCHN 1426 – Introduction to CAM.** Four hours credit. A study of Computer-Assisted Manufacturing (CAM) systems. Software is used to develop application for manufacturing. Emphasis is on tool geometry, tool selection, and the tool library. The student will demonstrate knowledge of Computer-Assisted Manufacturing systems, create, download, and machine parts using Computer-Assisted Manufacturing software. Prerequisites: DFTG 1325, MCHN 1343, and 1438. Two hours lecture and four hours lab each week. Lab fee.

**MCHN 1438 – Machining I.** Four hours credit. An introduction to machine shop theory, math and terminology, basic bench work, and part layout using a variety of common measuring tools. Application of basic operation of machine tools, such as handsaws, grinders, drill presses, lathes and mills with common hand tools. The student will identify machine parts and their functions; select layout tools and techniques; define machine shop terminology; perform basic machine setups; calculate common shop formulas; perform semi-precision and precision layout; execute grinding techniques; demonstrate basic machine operations; and apply proper measuring tools. Proficiency on work keys, reading and mathematics. Two lecture and four lab hours each week. Lab fee.

**MCHN 1441 – Basic Machine Shop II.** Four hours credit. A continuation of Basic Machine Shop I. The student will identify machine parts and their function; select layout tools and techniques; define machine shop terminology; perform basic machine setups; calculate common shop formulas; perform semi-precision layout; execute grinding techniques; demonstrate basic machine operations; and apply proper measuring tools. Prerequisite: MCHN 1438. Two lecture and four lab hours each week. Lab fee.

**MCHN 1452 – Intermediate Machining I.** Four hours credit. Operation of drills, milling machines, lathes, and power saws. Introduction to precision measuring tools. The student will use shop machine tools and measuring tools; use shop machinery and tools in a safe manner; and use precision measuring instruments to defined tolerances. Prerequisite: MCHN 1441. Two lecture and four lab hours each week. Lab fee.

**MCHN 1454 – Intermediate Machining II.** Four hours credit. This course provides further instruction in the operation of lathes, milling machines, surface grinders to produce more advanced knowledge and projects. OD and ID grinding will also be covered. Development of job process plan to include operation of lathes, milling machines, drill presses, and power saws. Set-up, layout, and tool maintenance is included. Emphasis on shop safety and preventative maintenance. Two lecture and four laboratory hours each week. Prerequisite MCHN 1452 Lab fee.

**MCHN 2431 – Operation of CNC Turning Centers.** Four hours credit. CNC operations with emphasis on turning centers, programming, setup, tool selection and machine operation. Three lecture and three lab hours per week. Lab fee.

**MCHN 2434 – Operation of CNC Machining Centers.** Four hours credit. CNC operation with an emphasis on machining centers. Two lecture and four lab hours each week. Prerequisite MCHN 2431. Lab fee.

**MCHN 2438 – Advanced Computer-Assisted Manufacturing (CAM).** Four hours credit. Use Computer-Aided Manufacturing (CAM) software to create multi-axis part programs; transfer programs to the machine control unit; and machine parts. Two lecture and four lab hours each week. Prerequisite MCHN 1426. Lab fee.

**MCHN 2441 – Advanced Machining Operations I.** Four hours credit. An advanced study of lathe and milling operations. Emphasis is on advanced cutting operations of the lathe and milling machines, including the use of carbide insert tooling, special tooling, bench assembly, and materials metallurgy. The student will identify and apply special tooling for the lathe and milling machines; interpret advanced operation formulas; list machine and work setup procedures; identify and select proper materials for machining of specific materials; calculate feeds and speeds; calculate machine movements; perform advanced lathe and milling machine setup operations; and perform advanced machining operation to specifications. Prerequisite: Associate of Applied Science in Machine Tool Technology Two lecture and four lab hours each week. Lab fee.

**MCHN 2445 – Advanced Machining Operations II.** Four hours credit. Advanced milling, drilling, grinding, and lathe operations to close tolerance dimensions. Emphasis is on job planning and advanced uses of precision measuring instruments. The student will hold close tolerances on mills, lathes, drills, and grinders; and make complicated setup on lathes, mills, grinders, and drills. Prerequisite: MCHN 2441. Two lecture and four lab hours each week. Lab fee.

**MRKG 1311 – Principles of Marketing.** Three hours credit. Introduction to the marketing mix functions and process. Includes identification of consumer and organizational needs and explanation of environmental issues. Three lecture hours each week.

**MRKG 2333 – Principles of Selling.** Three hours credit. Overview of the selling process. Identification of the elements of the communication process between buyers and sellers. Examination of the legal and ethical issues of organizations which affect salespeople. Three lecture hours each week.

**MRKG 2349 – Advertising and Sales Promotion.** Three hours credit. Integrated marketing communications. Includes advertising principles and practices. Emphasizes multi-media of persuasive communication including buyer behavior, budgeting and regulatory constraints. Three lecture hours each week.

**Music, Applied.** All music majors should enroll in private lessons for two hours credit in their principal area (one hour lesson each week) and one hour credit in a secondary area (Piano class or one-half hour lesson each week). If the principal area is not piano, then the secondary area of study should be piano. Non-music majors may take applied lessons as an elective by audition and consent of instructor. All applied students will be required to perform in juries at semester's end. *All applied students must have the required prerequisite and be advised by the appropriate instructor before enrolling.*



**Applied Guitar.** Fundamentals of classic guitar playing with emphasis on development of right-hand and left-hand technique. The instructor will select repertoire from composers such as Sor, Tarrega, Giuliani, Carcassi and others to meet the individual needs of the student. Prerequisite: MUSI 1192 or by audition and consent of instructor. Lab fee.

**Applied Piano.** The development of essential skills of piano playing. Materials will be selected from composers represented in various time periods to meet the needs of the individual student. Prerequisite: MUSI 2182 or by audition and consent of instructor. Lab fee.

**Applied Voice.** Fundamentals of voice, with added instruction in correct posture, breathing, tone production, and placement. Fundamentals of English, Italian, German, and French diction through repertoire selected by the instructor to meet the needs of the individual student. Prerequisite: MUSI 1183 or by audition and consent of instructor. Lab fee.

**Applied Band Instruments.** Individual instruction on trumpet, trombone, French horn, tuba, baritone, saxophone, clarinet and flute. Repertoire to be determined by instructor to meet the individual needs of the student. Prerequisite: previous orchestra or band experiences or by audition and consent of the instructor. Lab fee.

**Principal Instrument/Elective.** Two hours credit.

MUAP 1261, 1262, 2261, 2262 Guitar  
MUAP 1213, 1214, 2213, 2214 Bass Guitar  
MUAP 1269, 1270, 2269, 2270 Piano  
MUAP 1281, 1282, 2281, 2282 Voice  
MUAP 1237, 1238, 2237, 2238 Trumpet  
MUAP 1245, 1246, 2245, 2246 Trombone  
MUAP 1241, 1242, 2241, 2242 Horn  
MUAP 1249, 1250, 2249, 2250 Euphonium/Baritone  
MUAP 1253, 1254, 2253, 2254 Tuba  
MUAP 1233, 1234, 2233, 2234 Saxophone  
MUAP 1229, 1230, 2229, 2230 Clarinet  
MUAP 1217, 1218, 2217, 2218 Flute  
MUAP 1257, 1258, 2257, 2258 Percussion  
MUAP 1201, 1202, 2101, 2102 Strings

**Secondary Instrument/Elective.**

MUAP 1161, 1162, 2161, 2162 Guitar  
MUAP 1113, 1114, 2113, 2114 Bass Guitar  
MUAP 1169, 1170, 2169, 2170 Piano  
MUAP 1181, 1182, 2181, 2182 Voice  
MUAP 1137, 1138, 2137, 2138 Trumpet  
MUAP 1145, 1146, 2145, 2146 Trombone  
MUAP 1141, 1142, 2141, 2142 Horn  
MUAP 1149, 1150, 2149, 2150 Euphonium/Baritone  
MUAP 1153, 1154, 2153, 2154 Tuba  
MUAP 1133, 1134, 2133, 2134 Saxophone  
MUAP 1129, 1130, 2129, 2130 Clarinet  
MUAP 1117, 1118, 2117, 2118 Flute

MUAP 1157, 1158, 2157, 2158 Percussion  
MUAP 1167, 1168, 2167, 2168 Organ  
MUAP 1101, 1102, 2101, 2102 Strings

**MUEN 1121-1122, 2121-2122 – Jazz Band.** One hour credit. The Swinging Roadrunner is an ensemble group open to all college instrumentalists by audition, regardless of their major field. Repertoire consists of music selected from all stylistic periods of jazz. Includes a study of basic improvisation and general jazz history. Students participate in concerts at Angelina College and in the surrounding community. Three lab hours each week. Lab fee.

**MUEN 1123-1124, 2123-2124 – Concert Band.** One hour credit. An ensemble course open to the general student with high school or other previous band experience. The group performs a variety of band literature including marches, overtures, and arrangements of contemporary music. Three laboratory hours each week. Lab fee.

**MUEN 1131-1132, 2131-2132 – Guitar Ensemble.** One hour credit. May be taken four successive semesters for credit. The study of duo, trio, and quartet literature as applied in performance settings. Students will participate in recitals at Angelina College and in the surrounding community. Three lab hours each week. Prerequisite: Successful completion of MUSI 1303 or consent of instructor through audition. Concurrent enrollment: Applied Guitar class. Lab fee.

**MUEN 1141-1142, 2141-2142 – Chorale.** One hour credit. Open to all students. An ensemble course designed to acquaint members with the best in classical and modern choral music. The general development of choral music is surveyed through the study of some major choral works. Choral techniques and group vocal problems are discussed. In order to obtain credit, the student is required to attend all called rehearsals and all public performances. Three lab hours each week. Lab fee.

**MUEN 1151-1152, 2151-2152 – A.C. Singers.** One hour credit. An ensemble course designed for students interested in popular, swing and jazz styles. Three lab hours each week. Open to students by audition. Concurrent Enrollment: PHED 2104 and MUSI 1141. Lab fee.

**MUSB 1305 – Survey of the Music Business.** Three hours credit. An overview of the music industry including songwriting, live performance, the record industry, music merchandising, contracts and licenses, and career opportunities. Includes the role of the producer in session planning, communication, budgeting, business aspects, technical considerations, and music markets. Topics to be covered include publishing, copyright laws, licensing, record company operation, management as well as marketing and publicity. Three lecture hours each week. Prerequisite: MUSC 2347 or consent of instructor.

**MUSC 1327 – Introduction to Audio Engineering I.** Three hours credit. The tools, personnel, and standard workflow of a recording studio. Topics include fundamentals of sound and overview of tracking, editing, and mixing audio. Three lecture hours and one lab hour each week. Lab fee.

**MUSC 2101 – Audio Engineering Practices.** One hour credit. Application of the concepts and techniques presented in Audio Engineering I and II. A companion lab class to be taken concurrently with MUSC 2427. Two lab hours each week. Lab fee.

**MUSC 2286 – Internship – Recording Arts Technology/Technician.** Two hours credit. A work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within

and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. A learning plan is developed by the college and the employer. Prerequisite: Previous or concurrent enrollment in MUSB 1305. Lab fee.

**MUSC 2347 – Audio Engineering III.** Three hours credit. Advanced techniques in recording and manipulation of audio. Includes digital audio editing, recording techniques, and signal processing. Three lecture and one lab hour each week. Prerequisite: MUSC 2427. Lab fee.

**MUSC 2427 – Audio Engineering II.** Audio Engineering II. Four hours credit. Implementation of the recording process, including microphones, audio console, multi-track recorder, and signal processing devices. Three lecture and two lab hours each week. Prerequisite: MUSC 1327. Lab fee.

**MUSI 1116 – Sight Singing and Ear Training I.** One hour credit. One hour credit. Singing tonal music in treble and bass clefs, and aural study of elements of music, such as scales, intervals and chords, and dictation of basic rhythm, melody and diatonic harmony. Required of all music majors in the first semester of the freshman year. Prerequisite or concurrent enrollment: MUSI 1311. Two lab hours each week. Lab fee.

**MUSI 1117 – Sight Singing and Ear Training II.** One hour credit. Singing tonal music in various clefs, continued aural study of the elements of music, and dictation of intermediate rhythm, melody and diatonic harmony. Required of all music majors in the second semester of the freshman year. Prerequisite: MUSI 1116 with a grade of C or better and concurrent of previous enrollment in MUSI 1312. Two lab hours each week. Lab fee.

**MUSI 1181 –Class Piano I.** One hour credit. Beginning class instruction in the fundamentals of keyboard technique. Open to all students but will not count toward a major in Piano. Group instruction format. For music majors or by permission of instructor. Three lab hours each week. Lab fee. For Music Majors or by permission of instructor.

**MUSI 1182 –Class Piano II.** One hour credit. Advanced beginning class instruction in the fundamentals of keyboard technique. Prerequisite: consent of instructor by audition or MUSI 1181 with a grade of C or better. Three hours per week. Lab fee.

**MUSI 1183 – Voice Class.** One hour credit. Class instruction in the fundamentals of singing including breathing, tone production, and diction. Designed for students with little or no previous voice training. Does not apply to a music major degree. The course will fulfill a need for beginning voice students. Three lab hours each week. Lab fee.

**MUSI 1192 – Guitar Class.** One hour credit. Class instruction in fundamental guitar playing, including technique, music-reading, fretboard theory, melodic and harmonic realizations. Three lab hours each week. Lab fee.

**MUSI 1303 – Fundamentals of Music.** Three hours credit. Introduction to the basic elements of music theory, including scales, intervals, keys, triads, elementary ear training, notation, meter and rhythm. Course does not apply to a music major degree. Three lecture hours each week.

**MUSI 1306 – Music Appreciation.** Three hours credit. Understanding music through the study of cultural periods, major composers, and musical elements. Illustrated with audio recordings and live performances. *(Does not apply to a music major degree.)* Three lecture hours each week.

**MUSI 1307 – Introduction to Music Literature.** Three hours credit. A survey of the styles and forms of music as it developed from the middle ages to the present. This course will familiarize the student with cultural context, terminology, genres, and notation. Three lecture hours each week.

**MUSI 1310 – American Jazz Music.** Three hours credit. A general survey of Jazz as an American art form including topics on origin, a discussion of styles, and the major components comprising the genre. For the general student as a Fine Arts elective. Three lecture hours each week.

**MUSI 1311 – Music Theory I.** Three hours credit. The study of analysis and writing of tonal melody and diatonic harmony, including fundamental music concepts, scales, intervals, chords, 7th chords, and early four-part writing. Analysis of small compositional forms. Optional correlated study at the keyboard. Required of all music majors in the first semester of the freshman year. Prerequisite or concurrent enrollment: MUSI 1116. Prerequisite: MUSI 1301 or equivalent preparation as demonstrated by a placement exam. Three lecture hours each week.

**MUSI 1312 – Music Theory II.** Three hours credit. The study of analysis and writing of tonal melody and diatonic harmony, including all diatonic chords and seventh chords in root position and inversions, non-chord tones, and functional harmony. Introduction to more complex topics, such as modulation, may occur. Optional correlated study at the keyboard. Required of all music majors in the second semester of the freshman year. Prerequisite or concurrent enrollment: MUSI 1117. Prerequisite: MUSI 1311 with a grade of C or equivalent preparation as demonstrated by a placement exam. Three lecture hours each week.

**MUSI 2116 – Sight Singing and Ear Training III.** One hour credit. Singing more difficult tonal music in various clefs, aural study including dictation of more complex rhythm, melody, chromatic harmony, and extended tertian structures. Prerequisite: MUSI 1117 with a minimum grade of C and concurrent or previous enrollment in MUSI 2311. Two lab hours each week. Lab fee.

**MUSI 2117 – Sight Singing and Ear Training IV.** One hour credit. Singing advanced tonal music and introduction of modal and post-tonal melodies. Aural study including dictation of advanced rhythm, melody, and harmony. Prerequisite: MUSI 2116 with a minimum grade of C and concurrent or previous enrollment in MUSI 2312. Two lab hours each week. Lab fee.

**MUSI 2181 –Class Piano III.** One hour credit. Intermediate class instruction of keyboard technique. Prerequisite: Consent of the instructor by audition or MUSI 1182 with a grade of C or better. Three lab hours each week. Lab fee.

**MUSI 2182 –Class Piano IV.** One hour credit. Advanced class instruction of keyboard technique. Consent of instructor by audition or MUSI 2181 with a grade of at least “C”. Three laboratory hours each week. Lab fee.

**MUSI 2311 – Music Theory III.** Three hours credit. Advanced harmony voice leading, score analysis and writing of more advanced tonal harmony including chromaticism and extended-tertian structures. Optional correlated study at the keyboard. Required of all music majors in the first semester of the

sophomore year. Prerequisite: MUSI 1312 with a minimum grade of C and concurrent or previous enrollment in MUSI 2116. Three lecture hours each week.

**MUSI 2312 – Theory Music IV.** Three hours credit. Continuation of advanced chromaticism and survey of analytical and compositional procedures in post-tonal music. Optional correlated study at the keyboard. Required of all music majors in the second semester of the sophomore year. Prerequisite: MUSI 2311 with a minimum grade of C and concurrent or previous enrollment in MUSI 2117. Three lecture hours each week.

**NCBE 0130 or NCBE 0230.** Two hours credit. Development of college-level writing focusing on idea generation, drafting, organization, revision and utilization of Standard English. The course must be part of a student's co-enrollment (co-requisite) enrollment. The NCBE cannot be used toward credit for an associate degree and is not intended for transfer to a senior college. Eligibility: As per the current TSI Assessment Placement Chart. Benefit: paired with ENGL 1301 with required course grade of a C or better, credit earned can be used in an associate degree; Attendance required in lecture and lab hours. Two hours lecture per week.

**NCBE 0220 – BASE Non-Course Competency-Based English.** Two hours credit. Development of college-level writing focusing on idea generation, drafting, organization, revision and utilization of Standard English. The course must be part of a student's coenrollment (co-requisite) with an INRW 0320 course. The NCBE cannot be used toward credit for an associate degree and is not intended for transfer to a senior college. Two hours lecture per week.

**NCBM 0120 – Non-Course Competency-Based Introductory Algebra.** The BASE NCBM supports students in developing skills, strategies, and reasoning needed to succeed in mathematics, including communication and appropriate use of technology. Topics include the study of numeracy and the real number system; algebraic concepts, notation, and reasoning; quantitative relationships; mathematical models; and problem solving. This intervention is designed specifically for students assessed at BASE levels 3-4 and must be part of a student's co-enrollment (co-requisite) enrollment in MATH 0320. One lecture hour per week.

**NCBM 0125 – Non-Course Competency-Based Math Foundations.** The BASE NCBM supports students in developing skills, strategies, and reasoning needed to succeed in mathematics, including communication and appropriate use of technology. Topics include the study of numeracy and the real number system; algebraic concepts, notation, and reasoning; quantitative relationships; mathematical models; and problem solving. The NCBM cannot be used as credit toward an associate degree and is not intended for transfer. Corequisite: MATH 0325. One lecture hour per week.

**NCBM 0130 – Non-Course Competency-Based Algebra.** The NCBM supports students in developing skills, strategies, and reasoning needed to succeed in mathematics, including communication and appropriate use of technology. Topics include the study of numeracy and the real number system; algebraic concepts, notation, and reasoning; quantitative relationships; mathematical models; and problem solving. The NCBM cannot be used as credit toward an associate degree and is not intended for transfer. Coerequisite: MATH 1314. One lecture hour per week.

**NCBM 0132 – Pre-Contemporary Mathematics.** One hour credit. The NCBM supports students in developing skills, strategies, and reasoning needed to succeed in mathematics, including communication and appropriate use of technology. Topics include the study of numeracy and the real number system;

algebraic concepts, notation, and reasoning; quantitative relationships; mathematical models; and problem solving. The NCBM cannot be used as credit toward an associate degree and is not intended for transfer. Coerequisite: MATH 1332. One lecture hour per week.

**NCBM 0202 – Non-Algebra Base Course.** Two hours credit. The NCBM supports students in developing skills, strategies, and reasoning needed to succeed in mathematics, including communication and appropriate use of technology. Topics include the study of numeracy and the real number system; algebraic concepts, notation, and reasoning; quantitative relationship; mathematical models; and problem solving. This course is for students who were unsuccessful in the co-requisite courses MATH 0332 and MATH 1332 or MATH 0342 and MATH 1342. The course will consist of modules containing mathematical concepts needed for success in MATH 1332 and MATH 1342. The course cannot be used toward credit for an associate degree and is not intended for transfer to senior college. Upon successful completion of this course, the student will be TSI-Non-Algebra complete and may enroll in MATH 1332 or MATH 1342. Two lecture hours per week.

**NCBM 0204 - Algebra Base Course.** Two hours credit. A study of relations and functions, inequalities, algebraic expressions and equations (absolute value, polynomial, radical, rational), with a special emphasis on linear and quadratic expressions and equations. This course is for students who were unsuccessful in the co-requisite courses MATH 0314 and MATH 1314 or MATH 0324 and MATH 1324. The course will consist of modules containing mathematical concepts needed for success in MATH 1314 and MATH 1324. The course cannot be used toward credit for an associate degree and is not intended for transfer to a senior college. Upon successful completion of this course, the student will be TSI Algebra complete and may enroll in MATH 1314 or MATH 1324. Two lecture hours per week.

**NCBR 0130.** One hour credit. Development of reading and higher order thinking skills necessary for college readiness with a grade of B or better. The NCBR cannot be used toward credit for an associate degree and is not intended for transfer to a four-year college. Eligibility: As per the current TSI Assessment Placement Chart; Benefit: paired with SOCI 1301 or PSYC 2301 with required course grade of a C or better, credit earned can be used in an associate degree; attendance required in lecture and lab hours. One lecture hour per week.

**NCBR 0220 – BASE Non-Course Competency-Based Reading.** Two hours credit. Development of reading and higher order thinking skills necessary for college readiness. The course must be part of a student's coenrollment (co-requisite) with an INRW 0320 course. The NCBR cannot be used toward credit for an associate degree and is not intended for transfer to a four-year college. Two hours lecture per week.

**PHED 1100 – Fundamentals of Fitness.** One hour credit. Instruction and participation in physical and recreational activities. Students will learn wellness and fitness principles and apply them to a healthy lifestyle by engaging in appropriate wellness activities. Students will also learn to assess and evaluate personal fitness level. Internet instruction only. Purchase of e-book required. Not accepted for physical activity credit at Texas A&M (College Station campus). Special fee.

**PHED 1101 – Exercise and Conditioning I.** One hour credit. Instruction and participation in physical and recreational activities. Students will warm-up with stretching and large muscle activities, engage in jogging or walking for aerobic fitness, and finish with stretching and cool down. Emphasis will be on health enhancement. Three class hours each week. Lab fee.

**PHED 1102 – Swimming I.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) This course is designed to teach the basic techniques of swimming and water safety. Students will learn basic concepts of cardiovascular fitness and flexibility. Three class hours each week. Special fee.

**PHED 1103 – Bowling I.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) This course is designed to teach basic concepts of bowling. The student will learn the 4-step approach to delivery, proper release of the ball, release timing, scoring (including calculating average and handicap), and terminology. The student will participate in competition during the course. Three class hours each week. Special fee.

**PHED 1104 – Dance I.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) Participation and instruction in Zumba, Hip-Hop, Folk, Modern, Ballet, Tap and/or other dance activities. Three class hours each week. Lab fee.

**PHED 1105 – Western Dance.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) Students will analyze rhythms of music and basic movements associated with various social dances such as waltz, 2-step, polka, schottische, cotton-eyed Joe, etc. Three class hours each week. Lab fee.

**PHED 1106 – Racquetball I.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) This course is designed to teach the basic skills used in racquetball. Basic skills will include grip, serve, offensive strokes and defensive strokes. Practice drills will be utilized to bring the ability of the class to the level that the game can be played for recreational purposes. Three class hours each week. Special fee.

**PHED 1107 – Tennis I.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) This course is designed to teach basic skills of tennis. Basic skills will include grip, serve, offensive strokes and defensive strokes. Practice drills will be utilized to bring the ability of the class to the level that the game can be played for recreational purposes. Three class hours each week. Special fee.

**PHED 1108 – Weight Training & Conditioning I.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) Weight training is concerned with the development of flexibility and increased physical capacity. Stress is on muscle strength, endurance, power and speed of movement. Three class hours each week. Lab fee.

**PHED 1109 – Basketball I.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) Basic skills in dribbling, shooting, and passing will be taught. Practice drills will be utilized to bring the ability of the class to the level that the game can be played for recreational purposes. Three class hours each week. Lab fee.

**PHED 1110 – Aerobics I.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) This course is designed to utilize various rhythmic aerobic routines including Zumba dance and step aerobics as well as

kick-boxing. The workout will include warm-ups, aerobic exercise bouts, cool-downs and heart rate assessments. Three class hours each week. Lab fee.

**PHED 1111 – Golf I.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) This course is designed to teach the basic skills used in golf to the level that the game could be played for recreational purposes. Three class hours each week. Special fee.

**PHED 1112 – Introduction to Strength & Cardiovascular Fitness.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) Students will develop/maintain a fitness regimen designed to improve and maintain cardiovascular fitness, muscular fitness, and flexibility. Students will maintain a daily activity log. Three class hours each week. Lab fee.

**PHED 1113 – Team Sports I.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) Students will learn basic skills, techniques, and strategies in selected team sports. Specific sport will be determined by location and instructor and will be identified in the schedule of classes. Potential team sports include but are not limited to: soccer, softball, football, field hockey, etc. Three class hours each week. Lab fee.

**PHED 1114 – Low-Impact Muscle Conditioning.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) Students will tone various muscle groups using principles and movement concepts from yoga, Pilates, and tai chi as well as traditional sculpting exercises using exercise tubes, gliders, stability balls, dumbbells, etc. Three class hours each week. Lab fee.

**PHED 1115 – Advanced Basketball/ Baseball/ Softball/ Soccer I.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits. Must have prior administrative approval.) This course is designed for first year, first semester players who are competing on a collegiate level. Lab fee.

**PHED 1116 – Advanced Basketball/ Baseball/ Softball/ Cheer Squad I.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits. Must have prior administrative approval.) This course is designed for first year, second semester players who are competing on a collegiate level. Lab fee.

**PHED 1117 – Advanced Weight Training I.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits. Must have prior administrative approval.) Designed as an in-season weight training class for athletic competitors. Emphasis is placed on maintenance of strength and endurance for students during the season of competition, as well as for injury prevention and flexibility. Three class hours each week. Lab fee.

**PHED 1118 – Advanced Weight Training I.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits. Must have prior administrative approval.) Designed as an in-season weight training class for athletic competitors. Emphasis is placed on maintenance of strength and endurance for students during the season of competition, as well as for injury prevention and flexibility. Three class hours each week. Lab fee.



**PHED 1119 – Volleyball I.** One hour credit. Instruction and participation in physical and recreational activities. Basic offensive and defensive skills in volleyball will be taught. Practice drills will be utilized to bring the ability of the class to the level that the game of volleyball can be played for recreational purposes. Three class hours each week. Lab fee.

**PHED 1120 – Ropes Course I.** One hour credit. Instruction and participation in physical and recreational activities. Students will participate in a variety of experiential educational activities involving personal challenges. Activities will include group dynamics, low ropes elements, and high elements. Students will also learn the basics of belaying and other ropes course support roles. Three class hours each week. Lab fee.

**PHED 1121 – Outdoor Recreation I.** One hour credit. Instruction and participation in physical and recreational activities. Students will learn the rules and strategies of a variety of lifetime activities which may include, but is not limited to: croquet, horseshoes, disc golf, washers, and shuffleboard. Three class hours each week. Lab fee.

**PHED 1122 – Martial Arts I.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) Students will learn basic skills, rules, strategies, safety practices, self-defense, and/or combat tactics in any of the Asian sports considered to be martial arts. Students will be working toward lower level competencies/ranking. Prerequisite: minimum level of fitness required to enroll in this class and/or consent of instructor. Three class hours each week. Lab fee.

**PHED 1123 – Archery I.** One hour credit. Instruction and participation in physical and recreational activities. A beginning class in target archery, this course requires no prior knowledge or experience. All equipment is provided. The emphasis is on target archery shooting technique, safety, and the history of archery. Grading is based on shooting skill, proper form, and knowledge of the sport. Three class hours each week. Lab fee.

**PHED 1124 – Scuba Diving I.** One hour credit. Participation and instruction in advanced aquatic activities. Minimal required swimming skills. This course is designed to provide the student with the knowledge and skills to safely scuba dive for recreational purposes. Upon satisfactory completion of the course, the student will be eligible to earn PADI Open Water Certification. Three hours each week. Special fee pays for all needed equipment and rental fees except mask, fins, and snorkel. Special fee.

**PHED 1125 – Scuba Diving II.** One hour credit. Participation and instruction in advanced aquatic activities. Minimal required swimming skills. This course is designed to provide the student with the knowledge and skills to perform specialty dives toward PADI Advanced Open Water Certification under supervision. Three class hours each week. Special fee pays for all needed equipment and rental fees except mask, fins, and snorkel. Prerequisite: PHED 1124 or consent of the instructor. Special fee.

**PHED 1126 – High Intensity Interval Training I.** One hour credit. Instruction and participation in physical and recreational activities. (Kinesiology majors may have the option of eight credits.) Students will engage in interval exercise alternating short periods of intense anaerobic exercise with less intense recovery periods. Three class hours each week. Special fee.

**PHED 1164 – Introduction to Physical Fitness and Wellness.** One hour credit. This course will provide an overview of the lifestyle necessary for fitness and health. Students will participate in physical activities

and assess their fitness status. Student will be introduced to proper nutrition, weight management, cardiovascular health, flexibility, and strength training. 1 class hour and 1 lab hour each week. Lab fee.

**PHED 1301 – Foundations of Kinesiology.** Three hours credit. The purpose of this course is to provide students with an introduction to human movement that includes the historical development of physical education, exercise science, and sport. This course offers the student both an introduction to the knowledge base, as well as, information on expanding career opportunities. (This course will not satisfy the one hour activity core course requirement.) Three lecture hours each week.

**PHED 1304 – Personal and Community Health.** Three hours credit. This course provides an introduction to the fundamentals, concepts, strategies, applications, and contemporary trends related to understanding personal and community health issues. This course also focuses on empowering various populations with the ability to practice healthy living, promote healthy lifestyles, and enhance individual well-being. (This course will not satisfy the one hour activity core course requirement.) Three lecture hours each week.

**PHED 1306 – First Aid.** Three hours credit. Instruction and practice for emergency care. Designed to enable students to recognize and avoid hazards within their environment, to render intelligent assistance in case of accident or sudden illness, and to develop skills necessary for the immediate and temporary care of the victim. Successful completion of the course may enable the student to receive a certificate from a nationally-recognized agency. (This course will not satisfy the one hour activity core course requirement.) Three lecture hours each week.

**PHED 1308 –Sports Officiating.** Three hours credit. The purpose of the course is to study officiating requirements for sports and games with an emphasis on mechanics, rule interpretation, and enforcement. (This course will not satisfy the one- hour activity core course requirement.) Three lecture hours each week.

**PHED 1321 – Coaching/Sports/Athletics.** Three hours credit. Study of the history, theories, philosophies, rules, and terminology of competitive sports. Includes coaching techniques. Three lecture hours each week. This course will not satisfy the one-hour activity core course requirement. Three lecture hours each week.

**PHED 1331 – Physical Education for Elementary Education Majors.** Three hours credit. An overview of the program of activities in elementary school physical education. Includes the study and practice of activities and principles that promote physical fitness with an emphasis on historical development, philosophical implications, physical fitness, and kinesiology. Recommended by the State Department of Education for classroom teachers. (This course will not satisfy the one hour activity core course requirement.) Three lecture hours each week.

**PHED 1338 – Concepts of Physical Fitness.** Three hours credit. This course is designed to familiarize students with knowledge, understanding, and values of health-related fitness and its influence on the quality of life emphasizing the development and implementation of fitness programs. (This course will not satisfy the one-hour activity core course requirement.) Three class hours each week.

**PHED 1346 – Drug Use and Abuse.** Three hours credit. Study of the use, misuse, and abuse of drugs and other harmful substances in today's society. Physiological, sociological, and psychological factors will be emphasized. (This course will not satisfy the one hour activity core course requirement.) Three lecture hours each week.

**PHED 2101 – Exercise and Conditioning II.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) This course is designed to utilize various aerobic exercise equipment and facilities that will raise the student's cardiovascular fitness level. The workouts will include warm-ups, aerobic exercise bouts, cool-downs and heart rate assessments. Three class hours each week. Prerequisite: PHED 1101. Lab fee.

**PHED 2102 – Swimming II.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) Course is designed to provide the individual with the skills and knowledge of water safety techniques and basic rescue that may be used in the event of an emergency. Upon satisfactory completion of course requirements, the appropriate Red Cross Certification is issued. Three class hours each week. Prerequisite: PHED 1102 or permission of instructor. Special fee.

**PHED 2103 – Bowling II.** One hour credit. Instruction and participation in physical and recreational activities. This course is designed to teach continued improvement of bowling skills including different releases for various shots, how to “spot” bowl using lane arrows, and choosing equipment to improve your game. Students will participate in competition and be introduced to league bowling. Three class hours each week. Prerequisite: PHED 1103 or consent of instructor. Special fee.

**PHED 2104 – Dance II.** One hour credit. Instruction and participation in physical and recreational activities. Instruction in various types of dance that may be incorporated into stage performances. Three class hours each week. Lab fee.

**PHED 2105 – Ballet I.** One hour credit. Instruction and participation in physical and recreational activities. This is an introductory course to ballet. Students will learn basic technique, body placement, movement theory, and terminology. Progressive barre and floor work will be included. Students must provide their own ballet shoes. Prerequisite: successful completion of any freshman-level activity course (11xx). Three class hours/week. Lab fee.

**PHED 2106 – Racquetball II.** One hour credit. Instruction and participation in physical and recreational activities. Advanced skills in racquetball. Course emphasis is on continued development of form, skills, systems of play, and consistency. Three class hours each week. Prerequisite: PHED 1106. Special fee.

**PHED 2107 – Tennis II.** One hour credit. Instruction and participation in physical and recreational activities. Advanced skills in tennis. Course includes the development of form, skills, systems of play and consistency. Three class hours each week. Prerequisite: PHED 1107. Special fee.

**PHED 2108 – Weight Training & Conditioning II.** One hour credit. Instruction and participation in physical and recreational activities. Course is concerned with the development of flexibility and increased physical capacity. Stress is on the improvement of muscle strength, endurance power, and speed of movement. Individualized instruction is utilized. Three class hours each week. Prerequisite: PHED 1108. Lab fee.

**PHED 2109 – Basketball II.** One hour credit. Instruction and participation in physical and recreational activities. Advanced skills in basketball. Course emphasis is on continued development of form, skills, systems of play, and consistency. Three class hours each week. Prerequisite: Consent of instructor. Lab fee.

**PHED 2110 – Aerobics II.** One hour credit. Instruction and participation in physical and recreational activities. This course is designed to utilize various advanced aerobic routines that will maintain a higher cardiovascular fitness level. The workouts will include warm-ups, aerobic exercise bouts, cool-downs and heart rate assessments. Three class hours each week. Prerequisite: PHED 1110 or consent of instructor. Lab fee.

**PHED 2111 – Golf II.** One hour credit. Instruction and participation in physical and recreational activities. Advanced skills in golf. Form, improvement, and consistency of skill are stressed. Three class hours each week. Prerequisite: PHED 1111. Special fee.

**PHED 2112 – Racquet Sports.** One hour credit. Instruction and participation in physical and recreational activities. Students will learn basic rules and strategies of multiple activities that require use of a racquet, such as: tennis, badminton, and/or table tennis (ping pong). Prerequisite: successful completion of any freshman-level activity course (11xx) except Racquetball I (PHED 1106) or Tennis I (PHED 1107). Three class hours each week. Lab fee.

**PHED 2113 – Team Sports II.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) Students will learn basic skills and strategies in selected team sports. Specific sport will be determined by location and instructor and will be identified in the schedule of classes. Potential team sports include but are not limited to: soccer, softball, football, field hockey, etc. This course is considered a second-semester course – not an advanced course. Three class hours/week. Lab fee.

**PHED 2115 – Advanced Basketball/ Baseball/ Softball/ Cheer Squad II.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) Must have prior administrative approval. This course is designed for second year, first semester players who are competing on a collegiate level. Lab fee.

**PHED 2116 – Advanced Basketball/ Baseball/ Softball/ Cheer Squad II.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) Must have prior administrative approval. This course is designed for second year, second semester players who are competing on a collegiate level. Lab fee.

**PHED 2117 – Advanced Weight Training II.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) Must have prior administrative approval. Designed as an advanced course in-season weight training class for athletic competitors. Students will focus on strength and flexibility specific to their roles in competition. Lab fee.

**PHED 2118 – Advanced Weight Training II.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) Must have prior administrative approval. Designed as an advanced course in-season weight training class for athletic competitors. Students will focus on strength and flexibility specific to their roles in competition. Lab fee.

**PHED 2119 – Volleyball II.** One hour credit. Instruction and participation in physical and recreational activities. Advanced skills in volleyball. Course includes the development of form skills, and systems of play. Three class hours each week. Prerequisite: PHED 1100. Lab fee.

**PHED 2120 – Ropes Course II.** One hour credit. Classroom instruction and active participation in physical and recreational activities. Students will be instructed in the technical aspects of ropes/challenge course facilitation including group dynamics processing skills, element set-ups, belaying, participant rescue, and course assessment. Prerequisite: Successful completion of PHED 1120 – Ropes Course I. Three class hours/week. Lab fee.

**PHED 2121 – Outdoor Recreation II.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) Students will learn and practice basic elements and safety principles of a lifetime outdoor sport or activity. Specific activity will be determined by semester and instructor and will be identified in the schedule of classes. Potential activities include, but are not limited to: camping, hiking, fishing, hunting, geocaching, etc. Prerequisite: successful completion of any freshman-level activity course (11xx). Three class hours/week. Lab fee.

**PHED 2122 – Martial Arts II.** One hour credit. Instruction and participation in physical and recreational activities. (Physical Fitness and Sport majors may have the option of eight credits.) Students will learn advanced skills, rules, strategies, safety practices, self-defense, and combat tactics in any of the Asian sports considered to be martial arts. Students will be working toward higher level competencies/ranking. Prerequisite: successful completion of PHED 1122 in the style being taught and/or consent of instructor. Three class hours/week. Lab fee.

**PHED 2123 – Archery II.** One hour credit. Instruction and participation in physical and recreational activities. This course assumes the student has knowledge and experience in target archery and includes advanced shooting technique, bow tuning, craft construction and tournament preparation. Some equipment purchase is necessary with a cost of approximately \$20. Grading is based on shooting skill, proper form, and knowledge of the sport. Three class hours/week. Lab fee.

**PHED 2124 – Scuba Diving III.** One hour credit. Instruction and participation in physical and recreational activities. This course is designed to provide students with instruction and experience in preparation for PADI Rescue Diver and Emergency First Response certification. Intermediate level of swimming skills required. SCUBA I (or O/W certification) and SCUBA II (or Advanced O/W certification) required. Students will apply navigation and search and rescue/recovery skills learned in the SCUBA II course to assess and respond to emergency dive situations. Also, students will learn CPR and First Aid skills that are applicable to emergency dive situations. Three hours each week. Special fee.

**PHED 2126 – High Intensity Interval Training II.** One hour credit. Instruction and participation in physical and recreational activities. (Kinesiology majors may have the option of eight credits.) Students will engage in interval exercise alternating short periods of intense anaerobic exercise with less intense recovery periods. Three class hours each week. Special fee.

**PHED 2225 – Scuba Diving IV.** Two hours credit. Instruction and participation in physical and recreational activities. This course is designed to provide students with instruction and experience in preparation for PADI Rescue Divemaster certification. Intermediate to advanced level of swimming skills required. SCUBA I (or O/W certification), SCUBA II (or Advanced O/W certification), SCUBA III (orEFR & Rescue Diver certifications), and 40 logged dives are required. Three hours each week. Special fee.

**PHED 2356 – Care and Prevention of Athletic Injuries.** Three hours credit. Prevention and care of athletic injuries with emphasis on qualities of a good athletic trainer, avoiding accidents and injuries,

recognizing signs and symptoms of specific sports injuries and conditions, immediate and long-term care of injuries, and administration procedures in athletic training. (This course will not satisfy the one-hour core activity course requirement.) Three lecture hours each week.

**PHRA 1102 – Pharmacy Law.** One hour credit. Overview of federal and state laws governing the practice of pharmacy. The legal and ethical constraints governing pharmacy technician and pharmacist responsibilities in practice settings. Sixteen classroom hours. Corequisites: PHRA 1313, 1305, 1301, 1266, 1309 and BIOL 2404.

**PHRA 1240 – Pharmacy Third Party Payment.** Two hours credit. Overview of third-party payment and its impact on health care. Includes the principles and practices of managed care pharmacy, Medicaid and Medicare, payment plans, reimbursement methods, and formularies.

**PHRA 1243 – Pharmacy Technician Certification Review.** Two hours credit. A review of major topics covered on the national Pharmacy Technician Certification Examination (PTCE). Thirty-two classroom hours. Prerequisites: PHRA 1102, 1301, 1305, 1309, 1313, 1266. Corequisites: PHRA 1345, 1349, 1441, 2366. Lab fee.

**PHRA 1266 – Practicum I – Pharmacy Technician/Assistant.** Two hours credit. Practical, general workplace training supported by an individualized learning plan developed by the employer, college and student. A health practicum is an unpaid learning experience. Two hundred and forty practicum hours. Corequisites: PHRA 1102, 1313, 1305, 1301, 1309, and BIOL 2404. Lab fee.

**PHRA 1301 – Introduction to Pharmacy.** Three hours credit. An overview of the qualifications, operational guidelines, and job duties of a pharmacy technician. Forty-eight classroom hours. Corequisites: PHRA 1102, 1313, 1305, 1266, 1309, and BIOL 2404.

**PHRA 1305 – Drug Classification.** Three hours credit. A study of disease processes, pharmaceutical drugs, abbreviations, classifications, dosages, actions in the body, and routes of administration. Forty-eight class-room hours. Corequisites: PHRA 1102, 1313, 1266, 1301, 1309 and BIOL 2404.

**PHRA 1309 – Pharmaceutical Mathematics I.** Three hours credit. Pharmaceutical mathematics including reading, interpreting and solving calculation problems encountered in the preparation and distribution of drugs. Forty-eight classroom hours. Corequisites: PHRA 1102, 1313, 1305, 1301, 1266 and BIOL 2404. Lab fee.

**PHRA 1313 – Community Pharmacy Practice.** Three hours credit. Introduction to the skills necessary to process, prepare, label, and maintain records of prescriptions in a community pharmacy to include customer service, count and pour techniques, prescription calculations, drug selection and preparation, over-the-counter drugs, inventory management and legal parameters. Sixty-four classroom hours. Corequisites: PHRA 1102, 1305, 1309, 1266, 1301 and BIOL 2404. Lab fee.

**PHRA 1345 – Compounding Sterile Preparations.** Three hours credit. The process of compounding sterile preparations and aseptic technique within legal and regulatory guidelines specified by USP <797> standards. Thirty-two classroom and thirty-two lab hours. Prerequisites: PHRA 1102, 1313, 1305, 1301, 1266, 1309, and BIOL 2404. Corequisites: PHRA 1349, 1441 and 2366. Lab fee.

**PHRA 1349 – Institutional Pharmacy Practice.** Three hours credit. Fundamentals of the diverse roles and practice of pharmacy technicians in an institutional pharmacy setting. In-depth coverage of hospital

pharmacy organization, work flow and personnel, medical and pharmaceutical terminology, safety techniques, data entry, packaging and labeling operations, pharmaceutical compounding, inpatient drug distribution systems, continuous quality improvement, and inventory control. Forty-eight classroom hours. Prerequisites: PHRA 1102, 1313, 1305, 1301, 1266, 1309 and BIOL 2404. Corequisites: PHRA 1345, 1441, and 2366. Lab fee.

**PHRA 1441 – Pharmacy Drug Therapy and Treatment.** Four hours credit. Study of therapeutic agents, their classifications, properties, actions, and effects on the human body and their role in the management of disease. Eighty classroom hours. Lab fee. Prerequisites: PHRA 1102, 1313, 1305, 1301, 1266, 1309, and BIOL 2404. Corequisites: PHRA 1345, 1102, 1349, and 2366.

**PHRA 2366 – Practicum II – Pharmacy Technician.** Three hours credit. Practical, general workplace training supported by an individualized learning plan developed by the employer, college and student. Three hundred and sixty practicum hours. Prerequisites: PHRA 1102, 1305, 1301, 1266, 1309, 1313, and BIOL 2404. Corequisites: PHRA 1345, 1413, 1349, 1441, and 1102.

**PHYS 1105 – Elementary Physics Laboratory.** One hour credit. Laboratory experiences to supplement PHYS 1305. Three lab hours each week. Corequisite: PHYS 1305. Lab fee.

**PHYS 1115 – Physical Science Laboratory.** One hour credit. Laboratory experiences to supplement PHYS 1315. Two lab hours each week. Lab fee. Corequisite: PHYS 1315. Lab fee.

**PHYS 1305 – Elementary Physics (Lecture).** Three hours credit. Conceptual level survey of topics in physics intended for liberal arts and other non-science majors. May or may not include a laboratory. Three lecture hours each week.

**PHYS 1315 – Physical Science I (Lecture).** Three hours credit. Course designed for non-science majors that surveys topics from physics, chemistry, geology, astronomy, and meteorology. May or may not include a laboratory. Three lecture hours each week.

**PHYS 1401 – College Physics I (Lecture + Lab).** Four hours credit. Fundamental principles of physics, using algebra and trigonometry; the principles and applications of classical mechanics and thermodynamics, including harmonic motion, mechanical waves and sound, physical systems, Newton's Laws of Motion, and gravitation and other fundamental forces; with emphasis on problem solving. Laboratory activities will reinforce fundamental principles presented in lecture. Three lecture and three lab hours each week. Prerequisite: MATH 1314 College Algebra and Math 1316 Plane Trigonometry OR MATH 2312 Pre-Calculus Math (MATH 2412 Pre-Calculus may substitute for 2312). Lab fee.

**PHYS 1402 – College Physics II (Lecture + Lab).** Four hours credit. Fundamental principles of physics, using algebra and trigonometry; the principles and applications of electricity and magnetism, including circuits, electrostatics, electromagnetism, waves, sound, light, optics, and modern physics topics; with emphasis on problem solving. Laboratory activities will reinforce fundamental principles presented in lecture. Three lecture and three lab hours each week. Prerequisite: PHYS 1301 College Physics I (lecture) or PHYS 1401 College Physics I (lecture + lab). Lab fee.

**PHYS 2425 – University Physics I (Lecture + Lab).** Four hours credit. Fundamental principles of physics, using calculus, for science, computer science, and engineering majors; the principles and applications of classical mechanics, including harmonic motion, physical systems and thermodynamics; and emphasis on problem solving. Basic laboratory experiments support theoretical principles presented in lecture involving the principles and applications of classical mechanics, including harmonic motion and

physical systems; experimental design, data collection and analysis, and preparation of laboratory reports. Three lecture and three lab hours each week. Prerequisite: MATH 2413 Calculus I. Lab fee.

**PHYS 2426 – University Physics II (Lecture + Lab).** Four hours credit. Principles of physics for science, computer science, and engineering majors, using calculus, involving the principles of electricity and magnetism, including circuits, electromagnetism, waves, sound, light, and optics. Laboratory experiments support theoretical principles presented in lecture involving the principles of electricity and magnetism, including circuits, electromagnetism, waves, sound, light, and optics: experimental design, data collection and analysis, and preparation of laboratory reports. Three lecture and three lab hours each week. Prerequisite: MATH 2414 (Calculus II) and a grade of C or better in PHYS 2425 (University Physics I). Lab fee.

**PMHS 1280 – Cooperative Education I – Psychiatric/Mental Health Services Technician.** Two semester hours credit. Career related activities in the student's area of specialization are offered through an individualized agreement among the college, employer (state, regional and local human services agencies), and student. Under supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. As outlined in the learning plan, the student will apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. Students will complete a research project based on their assigned placement agencies. Prerequisite: SCWK 1321 – Orientation to Social Services; Corequisite CMSW 1191 – Basic Family Assessment. Two semester hours credit. Two hours of lecture each week. 100 clock hours of field experience required.

**PMHS 2280 - Cooperative Education II - Psychiatric/Mental Health Services Technician.** Two semester hours credit. Career related activities in the student's area of specialization are offered through an individualized agreement among the college, employer (state, regional and local human services agencies), and student. Under supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. As outlined in the learning plan, the student will apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. Students will complete a research project reflecting counseling theories practiced at their placement agencies. Prerequisite: SCWK 1321 and PMHS 1280. Corequisite: PSYT 2301 – Psychology of Group Dynamics, or CMSW 1327-Treatment Modalities of Special Populations. Two semester hours credit. Two hours of lecture each week. 100 clock hours of field experience required.

**PMHS 2281 – Cooperative Education III - Psychiatric/Mental Health Services Technician.** Two semester hours credit. Career related activities in the student's area of specialization are offered through an individualized agreement among the college, employer (state, regional and local human services agencies), and student. Under supervision of the college and the employer, the student combines classroom learning with work experience. Includes a lecture component. As outlined in the learning plan, the student will apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate



legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. Students will complete a research project to prepare for entering the workforce in human services. Prerequisite: DAAC 1311, PSYT 2321 and PMHS 2280. Corequisite: PSYT 2301 – Psychology of Group Dynamics, or CMSW 1327-Treatment Modalities of Special Populations. Two semester hours credit. Two hours of lecture each week. 100 clock hours of field experience required.

**POFI 1301 – Computer Applications I.** Three hours credit. Overview of computer office applications including current terminology and technology. Introduction to computer hardware, software applications, and procedures. This course is designed to be repeated multiple times to improve student proficiency. Three lecture and one lab hour each week. Lab fee.

**POFI 2331 – Desktop Publishing.** Three hours credit. In-depth coverage of desktop publishing terminology, text editing, and use of design principles. Emphasis on layout techniques, graphics, multiple page displays, and business applications. Prerequisite: ITSW 1301. Three lecture hours each week plus one hour of lab exercises. Lab fee.

**POFT 1301 – Business English.** Three hours credit. Introduction to a practical application of basic language usage skills with emphasis on fundamentals of writing and editing for business. Three lecture hours each week. Lab fee.

**POFT 1309 – Administrative Office Procedures I.** Three hours credit. Study of current office procedures, duties, and responsibilities applicable to an office environment. Prerequisite: POFT 1429 or advisor approval. Three lecture hours each week.

**POFT 1319 – Records and Information Management I.** Three hours credit. Introduction to basic records information management filing systems, including manual and electronic filing. Three lecture hours each week. Lab fee.

**POFT 1321 – Business Math.** Three hours credit. Fundamentals of business mathematics including analytical and critical thinking skills. Three lecture hours each week.

**POFT 1429 – Beginning Keyboarding.** Four hours credit. Skill development in keyboarding techniques. Emphasis on development of acceptable speed and accuracy levels and formatting basic documents. Four lecture hours each week including lab exercises. Lab fee.

**POFT 2303 – Speed and Accuracy Building.** Three hours credit. Review, correct, and improve keyboarding techniques for the purpose of increasing speed and improving accuracy. This course is designed to be repeated multiple times to improve student proficiency. Three lecture hours each week including lab exercises. Prerequisite: POFT 1429 or advisor approval. Lab fee.

**POFT 2364 – Practicum – Administrative Assistant/ Secretarial Science.** Three hours credit. Practical general workplace training supported by an individualized learning plan developed by the employer, college, and student. The college with the employer develops and documents an individualized plan for the student. The plan relates the workplace training and experiences to the student's general and technical course of study. The guided external experiences may be for pay or no pay. A participatory online seminar is held in conjunction with student's job. Offered only during Spring semester. Prerequisite: An accumulation of 30 hours of course work toward the A.A.S. degree in Office Administration or permission of the instructor. This is a capstone course. 22 field experience hours per week.

**PSYC 1300 – Learning Framework.** Three hours credit. A study of the 1) research and theory in the psychology of learning, cognition, and motivation, 2) factors that impact learning, and 3) application of learning strategies. Theoretical models of strategic learning, cognition, and motivation serve as the conceptual basis for the introduction of college-level student academic strategies. Students use assessment instruments (e.g., learning inventories) to help them identify their own strengths and weaknesses as strategic learners. Students are ultimately expected to integrate and apply the learning skills discussed across their own academic programs and become effective and efficient learners. Students developing these skills should be able to continually draw from the theoretical models they have learned. (Cross listed as EDUC 1300) Three lecture/lab hours. Lab Fee. Cross-listed as EDUC 1300. The student may register for either EDUC or PSYC but may receive credit for only one of the two. Three lecture hours each week.

**PSYC 2301 – General Psychology.** Three hours credit. Survey of major topics psychological topics, theories and approaches to scientific study of behavior and mental processes. Three lecture hours each week.

**PSYC 2308 – Child Psychology.** Three hours credit. This course will address psychological development from conception through middle childhood with references to physical, cognitive, social and personality changes. Students will examine the interplay of biological factors, human interaction, social structures and cultural forces in development. Three lecture hours each week.

**PSYC 2314 – Lifespan Growth and Development.** Three hours credit. Life-Span Growth and Development is a study of social, emotional, cognitive and physical factors and influences of a developing human from conception to death. Three lecture hours each week.

**PSYC 2315 – Psychology of Adjustment.** Three hours credit. Study of the processes involved in adjustment of individuals to their personal and social environments. Three lecture hours each week.

**PSYT 2301 – Psychology of Group Dynamics.** Three hours credit. Exploration of group counseling skills, techniques, stages of group development, confidentiality and ethics; and group leader roles, leadership and facilitation. Students will differentiate between types of groups; describe the basic stages of the group process; participate in development of group leadership skills; cite examples of client documentation and use of record keeping skills; and identify issues of confidentiality. Corequisite: PMHS 2280 or 2281 – Cooperative Education II or III. Prerequisites: PMHS 1280 and DAAC 1311. Three semester hours credit. Three lecture hours per week. Lab included for practice of group leadership skills.

**PSYT 2321 – Crisis Intervention.** Three hours credit. Examination of crisis management and intervention theories in assisting clients in crisis situations. Topics include coping skills to increase emotional or behavioral stability through resolution of crisis and suicide assessment and intervention. Students will apply principles and theories of crisis intervention and demonstrate crisis intervention skills in a practice environment. Prerequisite: SCWK 1321. Three semester credit hours per week. Three lecture hours each week.

**PSYT 2331 – Abnormal Psychology.** Three semester hours credit. Examination and assessment of the symptoms, etiology, and treatment procedures of mental, emotional, and behavioral disorders. Study will focus on clinical disorders, including mood and anxiety disorders. Students will analyze symptomatic

disorders; and design treatment plans and strategies. Prerequisite: SCWK 1321, Basic Counseling Skills and DAAC 1311, Counseling Theories. Three semester hours credit. Three lecture hours each week.

**RADR 1201 – Introduction to Radiography.** Two hours credit. An overview of the historical development of radiography, basic radiation protection, an introduction to medical terminology, ethical and legal issues for health care professionals, and an orientation to the profession and the health care system. Thirty-two classroom hours. Corequisites: RADR 1203. Lab fee.

**RADR 1203 – Patient Care.** Two hours credit. An introduction in patient assessment, infection control procedures, emergency and safety procedures, communication, and patient interaction skills, and basic pharmacology. Thirty-two classroom hours. Corequisite: RADR 1201. Lab fee.

**RADR 1266 – Practicum – Radiologic Technology/ Science – Radiographer.** Two hours credit. Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Two hundred twenty-four clinical hours. Prerequisites: RADR 1201 and 1203. Lab fee. Program acceptance required.

**RADR 1267 – Practicum - Radiologic Technology/ Science Radiographer.** Two hours credit. Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Two hundred twenty-four clinical hours. Prerequisites: RADR 1266, 1411, 1313 and 2309. Lab fee. Program acceptance required.

**RADR 1302 –Radiographic Image Evaluation I.** Three hours credit. Scientific process of radiographic image evaluation. Forty-eight classroom hours and 16 lab hours. Lab fee. Prerequisites: RADR 2266.

**RADR 1313 – Principles of Radiographic Imaging I.** Three hours credit. Radiographic image quality and the effects of exposure variables. Thirty-two classroom and sixteen laboratory hours. Prerequisites: RADR 1201 and 1203. Corequisite: RADR 1411 and RADR 2309. Lab fee. Program acceptance required.

**RADR 1391 – Special Topics in Medical Radiologic Technology/Technician.** Three hours credit. Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency. Forty-eight classroom hours. Prerequisites: RADR 2313, 1302, and 2366. Corequisite: RADR 2335. Lab fee. Program acceptance required.

**RADR 1411 – Basic Radiographic Procedures.** Four hours credit. An introduction to radiographic positioning terminology, manipulation of equipment, positioning and alignment of the anatomical structure and equipment, and evaluation of images for proper demonstration of basic anatomy. Forty-eight classroom and sixty-four lab hours. Prerequisites: RADR 1201 and 1203. Lab fee. Program acceptance required.

**RADR 2266 - Practicum - Radiologic Technology/ Science Radiographer.** Two hours credit. Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. Two hundred twenty-eight clinical hours. Prerequisites: RADR 1267, 2401, 2305 and 2333. Lab fee. Program acceptance required.

**RADR 2305 – Principles of Radiographic Imaging II.** Three hours credit. Radiographic image quality and the effects of exposure variables, and the synthesis of all variables in image production. Thirty-two classroom and 16 laboratory hours. Prerequisites: RADR 1313, 1411, and 2309. Lab fee. Program acceptance required.

**RADR 2309 – Radiographic Imaging Equipment.** Three hours credit. Equipment and physics of x-ray production. Includes basic x-ray circuits. Also examines the relationship of conventional and digital equipment components of the imaging process. Forty-eight classroom hours. Prerequisites: RADR 1201 and 1203. Corequisites: RADR 1411 and RADR 1313. Lab fee. Program acceptance required

**RADR 2313 – Radiation Biology and Protection.** Three hours credit. Effects of radiation exposure on biological systems. Includes typical medical exposure levels, methods for measuring and monitoring radiation, and methods for protecting personnel and patients from excessive exposure. Forty-eight classroom hours. Prerequisites: RADR 1313, 2266, 2305, 2309, 2333, and 2401. Lab fee. Program acceptance required.

**RADR 2333 – Advanced Medical Imaging.** Three hours credit. An exploration of specialized imaging modalities. Forty-eight classroom hours. Prerequisite: RADR 1313, 1411, and 2309. Lab fee. Program acceptance required.

**RADR 2335 – Radiologic Technology Seminar.** Three hours credit. A capstone course focusing on the synthesis of professional knowledge, skills and attitudes in preparation for professional employment and lifelong learning. Forty-eight classroom hours. Prerequisites: RADR 2313, 1302 and 2366. Corequisite: RADR 1391. Lab fee. Program acceptance required.

**RADR 2366 – Practicum – Radiologic Technology/ Science – Radiographer.** Three hours credit. Practical, general workplace training supported by an individualized learning plan developed by the employer, college and student. Three hundred and eighty-four clinical hours. Prerequisite: RADR 2266. Lab fee. Program acceptance required.

**RADR 2367 – Practicum – Radiologic Technology/Science – Radiographer.** Three hours credit. Practical, general workplace training supported by an individualized learning plan developed by the employer, college and student. Three hundred and eighty-four clinical hours. Prerequisite: RADR 2366. Lab fee. Program acceptance required.

**RADR 2401 – Intermediate Radiographic Procedures.** Four hours credit. A continuation of the study of the manipulation of radiographic equipment, positioning and alignment of the anatomic structure and equipment, and evaluation of images for demonstration of anatomy. Forty-eight classroom and sixty-four lab hours. Prerequisite: RADR 1201, 1266, 1313, 1411, and 2309. Lab fee. Program acceptance required.

**RELE 1200 – Contract Forms and Addenda.** Two hours credit. Promulgated Contract Forms, shall include but is not limited to unauthorized practice of law, broker-lawyer committee, current promulgated and approved forms, commission rules governing use forms and case studies involving use of forms.

**RELE 1201 – Principles of Real Estate I.** Two hours credit. A beginning overview of licensing as a real estate broker or salesperson. Includes ethics of practice as a license holder; titles to and conveyance of real estate, legal descriptions, deeds, encumbrances and liens, distinctions between personal and real property, appraisal, finance and regulations, closing procedures, and real estate mathematics. Covers at least three hours of classroom instruction on federal, state and local laws relating to housing

discrimination, housing credit discrimination, and community reinvestment. Fulfills at least 30 to 60 hours of required instruction for salesperson license. Thirty-two contact hours. Required for TREC exam.

**RELE 1211 – Law of Contracts.** Two hours credit. Elements of a contract, offer and acceptance, statute of frauds, specific performance and remedies for breach, unauthorized practice of law, commission rules relating to use of adopted forms and owner disclosure requirements. Forty-eight contact hours. Required for TREC exam.

**RELE 1221 – Real Estate Marketing.** Two hours credit. Real estate professionalism and ethics; characteristics of successful salespersons, time management; psychology of marketing; listing procedures; advertising; negotiating and closing financing; and the Deceptive Trade Practices Consumer Protection Act. Forty-eight contact hours. Recommended for TREC exam.

**RELE 1238 – Principles of Real Estate II.** Two hours credit. A continuing overview of licensing as a real estate broker or salesperson. Includes ethics of practice as a license holder; titles to and conveyance of real estate; legal descriptions, deeds, encumbrances and liens; distinctions between personal and real property; appraisals; finance and regulations; closing procedures; and real estate mathematics. Covers at least three hours of classroom instruction on federal, state, and local laws relating to housing discrimination, housing credit discrimination, and community reinvestment. Fulfills at least 30 to 60 hours of required instruction for salesperson license. Thirty-two contact hours. Required for TREC exam.

**RELE 1303 – Real Estate Appraisal.** Three hours credit. The central purposes and functions of an appraisal, social and economic determinants of value, appraisal case studies, cost, market data and income approaches to value estimates, final correlations, and reporting. Forty-eight contact hours.

**RELE 1309 – Real Estate Law.** Three hours credit. Legal concepts of real estate, land description, real property rights, estates in land, contracts, conveyances, encumbrances, foreclosures, recording procedures, and evidence of title. Forty-eight contact hours.

**RELE 1319 – Real Estate Finance.** Three hours credit. Monetary systems, primary and secondary money markets, sources of mortgage loans, federal government programs, loan applications, processes and procedures, closing costs, alternative financial instruments, equal credit opportunity laws affecting mortgage lending. Community Reinvestment Act and the state housing agency. Forty-eight contact hours.

**RELE 1325 – Real Estate Mathematics.** Three hours credit. Basic arithmetic skills includes mathematical logic, percentages, interest, time, value of money, depreciation, amortization, proration, and estimation of closing statements. Recommended for TREC exam. Forty-eight contact hours.

**RELE 2201 – Law of Agency.** Two hours credit. Law of agency, including principal-agent and master-servant relationships, the authority of an agent, the termination of an agent's authority, the fiduciary and other duties of the agent, employment law, deceptive trade practices, listing or buying representation procedures, and the disclosure of an agency. Thirty-two contact hours. Required for TREC exam.

**RELE 2331 – Real Estate Brokerage.** Three hours credit. A study of law of agency, planning and organization, operational policies and procedures, recruiting, selection and training of personnel, records and control, and real estate firm analysis and expansion criteria. Forty-eight contact hours.

**RNSG 1193 – Special Topics in Registered Nursing/Registered Nurse.** One credit hour. Topics address recently identified current events, skills, knowledges, and/or attitudes and behavior pertinent to

the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiples times to improve student proficiency. Lab fee.

**RNSG 1205 – Nursing Skills.** Two hours credit. Study of the concepts and principles necessary to perform basic nursing skills for the adult patient and demonstrate competence in the performance of nursing practices and procedures. Content include knowledge, judgment, skills, and professional values within a legal/ethical framework. Sixteen hours of lecture and sixty-four hours of lab experiences. Prerequisites: BIOL 2401 and 2402, RNSG 1208, ENGL 1301, PSYC 2301 or 2314. Corequisite: RNSG 1215, 1309, 1262 and BIOL 2420. Lab fee.

**RNSG 1208 – Dosage Calculations for Nursing.** Two hours credit. Read, interpret, and solve dosage calculation problems. Thirty-two classroom hours. 16 lab hours. Prerequisite: TSI complete or MATH 0320.

**RNSG 1215 – Health Assessment.** Two hours credit. Development of skills and techniques required for a comprehensive nursing health assessment within a legal/ethical framework. Sixteen classroom and forty-eight lab hours. Prerequisites: BIOL 2401 and 2402, RNSG 1208, ENGL 1301, PSYC 2301 or 2314. Corequisite: RNSG 1205, 1262, 1309, and BIOL 2420. Lab fee.

**RNSG 1260 – Clinical Nursing-Transitions.** Two hours credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. 144 clinical hours. Prerequisites: BIOL 2401, 2402, and 2420, RNSG 1208, ENGL 1301, PSYC 2314, and a current CPR card. Corequisite: RNSG 1327. Lab fee.

**RNSG 1262 – Clinical Nursing (Fundamentals, Nursing Skills, Physical Assessment).** Two hours credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Placement in first year nursing curriculum during the fall semester is required. One hundred ninety-two clinical hours. Prerequisites: BIOL 2401 and 2402, RNSG 1208, ENGL 1301, PSYC 2301 or 2314 and a current CPR card. Corequisite: RNSG 1205, 1215, 1309, and BIOL 2420. Lab fee.

**RNSG 1293 – Special Topics in Registered Nursing/Registered Nurse.** Two hours credit. Topics address recently identified current events, skills, knowledge, and/or attitudes and behavior pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiples times to improve student proficiency. Lab fee.

**RNSG 1301 – Pharmacology.** Three hours credit. Introduction to the science of pharmacology with emphasis on the actions, interactions, adverse effects, and nursing implications of each drug classification. Content include the roles and responsibilities of the nurse in safe administration of medications within a legal/ethical framework. Forty-eight classroom hours. Prerequisites: completion of all nursing prerequisite courses, RNSG 1205, 1215, 1309, 1262, and BIOL 2420. Corequisites: RNSG 1363 and 1341. Lab and Specialty exam fees.

**RNSG 1309 – Introduction to Nursing.** Three hours credit. Overview of nursing and the role of the professional nurse as a provider of patient-centered care, patient safety advocate, member of the health care team, and member of the profession. Content includes knowledge, judgment, skills, and professional values within a legal/ethical framework. Forty-eight classroom hours. Prerequisites: BIOL 2401 and

2402, RNSG 1208, ENGL 1301, PSYC 2301. Corequisites: RNSG 1205, 1215, 1262, and BIOL 2420. Lab and specialty exam fees.

**RNSG 1327 – Transition from Vocational to Professional Nursing.** Three hours credit. Content includes health promotion, expanded assessment, analysis of data, critical thinking skills and systematic problem solving process, pharmacology, multidisciplinary teamwork, communication, and applicable competencies in knowledge, judgment, skills, and professional values within a legal/ethical framework throughout the life span. Forty-eight classroom hours. Prerequisites: BIOL 2401, 2402 and 2420, RNSG 1208, ENGL 1301, PSYC 2301 or 2314. Corequisite: RNSG 1260. Lab fee.

**RNSG 1341 – Common Concepts of Adult Health.** Three hours credit. Basic integration of the role of the professional nurse as a provider of patient-centered care, patient safety advocate, member of health care team, and member of the profession. Study of the common concepts of caring for adult patients and families with medical-surgical health care needs related to body systems, emphasizing knowledge, judgment, skills, and professional values within a legal/ethical framework. Forty-eight classroom hours. Prerequisites: RNSG 1205, 1215, 1309 and 1262, BIOL 2420. Corequisites: RNSG 1301, 1262, and 1363. Lab fee.

**RNSG 1343 – Complex Concepts of Adult Health.** Three hours credit. Integration of previous knowledge and skills into the continued development of the professional nurse as a provider of patient-centered care, patient safety advocate, member of health care team, and member of a profession in the care of adult patients and families with complex medical-surgical health care needs associated with body systems. Emphasis on complex knowledge, judgment, skills, and professional values within a legal/ethical framework. Forty-eight classroom hours. Prerequisites: RNSG 1341, 1363, and 1301, PSYC 2314. Corequisite: RNSG 2360. Lab and specialty exam fees.

**RNSG 1363 – Clinical Nursing (Common Concepts of Adult Health).** Three hours credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Placement in first year nursing curriculum during the spring semester is required. Two hundred eighty-eight clinical hours. Prerequisite: RNSG 1205, 1215, 1262, 1309, and current CPR card. Corequisite: RNSG 1301, and 1341, PSYC 2314. Lab fee.

**RNSG 1393 – Special Topics in Registered Nursing/Registered Nurse.** Three credit hours. Topics address recently identified current events, skills, knowledge, and/or attitudes and behavior pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency.

**RNSG 1412 – Nursing Care of the Childbearing and Childrearing Families.** Four hours credit. Study of the concepts related to the provision of nursing care for childbearing and childrearing families; application of systematic problem-solving processes and critical thinking skills, including a focus on the childbearing family during the perinatal periods and the childbearing family from birth to adolescence; and competency in knowledge, judgment, skill, and professional values within a legal/ethical framework. Eighty classroom and sixteen lab hours. Prerequisites: RNSG 1262, 1341, 1301, 1363. Corequisites: RNSG 1343 and 2360. Lab fee and specialty exam fees.

**RNSG 2130 – Professional Nursing Review and Licensure Preparation.** (Capstone Course) One hour credit. Review of concepts required for licensure examination and entry into the practice of professional nursing. Includes application of National Council Licensure Examination for Registered Nurses (NCLEX-

RN) test plan, assessment of knowledge deficits, and remediation. Sixteen classroom hours. Prerequisites: RNSG 1343, 1412, 2360. Corequisite: 2213, 2331, and 2363. Lab and specialty exam fees.

**RNSG 2213 – Mental Health Nursing.** Two hours credit. Principles and concepts of mental health, psychopathology, and treatment modalities related to the nursing care of patients and their families. Forty-eight classroom hours. Prerequisites: RNSG 1343, 1412, and 2360. Corequisite: RNSG 2130, 2213, and 2363. Lab and specialty exam fees.

**RNSG 2331 – Advanced Concepts of Adult Health.** Three hours credit. Application of advanced concepts and skills for the development of the professional nurse's roles with adult patients and families involving multiple body systems. Emphasis on advanced knowledge, judgment, skills, and professional values within a legal/ethical framework. Forty-eight classroom hours. Prerequisites: RNSG 1343, 1412, and 2360. Corequisites: RNSG 2130, 2213, and 2363. Lab fee.

**RNSG 2360 – Clinical Nursing.** Three hours credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Placement in second year nursing curriculum during the fall semester is required. Two hundred eighty-eight clinical hours. Prerequisites: RNSG 1341, 1363, 1301, and a current CPR card. Co-requisites: RNSG 1343 and 1412. Lab fee.

**RNSG 2363 – Clinical Nursing (Advanced Concepts of Adult Health/Mental Health Nursing).** Three hours credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Placement in second year nursing curriculum during the spring semester is required. Two hundred eighty-eight clinical hours. Prerequisites: RNSG 1412, 1343, 2360, and a current CPR card. Corequisite: RNSG 2130, 2331, and 2313. Lab fee.

**RSPT 1137 - Basic Dysrhythmia Interpretation.** One hour credit. Study of electrophysiology of the heart and characteristics of cardiac dysrhythmias. Explain the electrophysiology of the heart and describe the characteristics of common cardiac dysrhythmias. Prerequisites: RSPT 2317 2353. Corequisites: RSPT 2305, 2255.

**RSPT 1201 – Introduction to Respiratory Care.** Two hours credit. An introduction to the field of respiratory care. Outline the history of the respiratory care profession; outline the organization and function of hospital departments; describe issues in medical malpractice and ethics; identify the respiratory therapists' role in performing basic vital signs, body mechanics, and cardiopulmonary assessment; and describe infection control techniques.

**RSPT 1227 - Applied Physics / Chemistry for Respiratory Care.** Two hours credit. Review of the theoretical and practical applications of mathematics physics and chemistry with focus on the applicability and clinical utility of the modalities, techniques, procedures, equipment, and diagnostic tests utilized in respiratory care. Describe the basic principles of mechanics, gas laws, fluid dynamics, and thermal dynamics; and relate the laws of physics as well as the chemistry of ABGs used in therapeutic procedures and diagnostic tests to respiratory care. Prerequisite: RSPT 1201. Corequisites: RSPT 1340 and 1410.

**RSPT 1261 – Respiratory Care Clinical III.** Two hours credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct



supervision is provided by the clinical professional. One hundred and ninety-two clinical hours.  
Prerequisites: RSPT 1361, and 1362. Corequisites: RSPT 2353 and 2317. Lab fee.

**RSPT 1266 – Respiratory Care Clinical – Practicum I.** Two hours credit. Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry; and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry 256 contact hours. Corequisites: RSPT 1277, 1340, and 1410. Lab fee.

**RSPT 1267 – Respiratory Care Clinical – Practicum II.** Two hours credit. Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry; and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry 256 contact hours. Corequisites: RSPT 1277, 1340, and 1410. Lab fee.

**RSPT 1340 – Advanced Cardiopulmonary Anatomy and Physiology.** Three hours credit. Provides an advanced presentation of anatomy and physiology of the cardiovascular and pulmonary systems. Explain advanced concepts of cardiopulmonary ventilation/perfusion concepts, to include acid-base balance with classification; and summarize principles of gas transport. 51 contact hours. Corequisites: RSPT 2317, 1410, and 1361.

**RSPT 1361 – Respiratory Care Clinical I.** Three hours credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Two hundred and fifty-six clinical hours.  
Corequisites: RSPT 1227, 1340, and 1410. Lab fee.

**RSPT 1362 – Respiratory Care Clinical II.** Three hours credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Two hundred and fifty-six clinical hours.  
Prerequisite: RSPT 1361. Corequisites: RSPT 2210, 2314 and 1411 Lab fee.

**RSPT 1410 – Respiratory Care Procedures I.** Four hours credit. Essential knowledge of the equipment and techniques used in the treatment of pulmonary disease. Utilize data related to patient assessment; utilize respiratory care equipment; perform therapeutic procedures including medical gas therapy, humidity and aerosol therapy, lung expansion therapy, bronchial hygiene therapy, and pulse oximetry; recommend modification therapy and maintain patient records. Thirty-four classroom and 51 lab hours (Total of 85 contact hours). Corequisites: RSPT 1227, 1340 and 1361. Lab fee.

**RSPT 1411 – Respiratory Care Procedures II.** Four hours credit. Develops essential knowledge and skills of airway care and mechanical ventilation. Set up equipment; describe concepts of mechanical ventilation; perform artificial airway insertion, airway management, manual resuscitation, suctioning, arterial sampling techniques, and blood gas analysis and interpretation; troubleshoot equipment; maintain patient records and communicate relevant information to members of the health care team. Thirty-four

classroom and 51 lab hours. (Total of 85 contact hours) Prerequisites: RSPT 1227, 1340, 1410, and 1361. Corequisites: RSPT 2210, 2314, and 1362. Lab fee.

**RSPT 2210 – Cardiopulmonary Disease.** Two hours credit. Etiology, pathogenesis, pathology, diagnosis, history, prognosis, manifestations, treatment, and detection of cardiopulmonary diseases. Analyze the etiology, pathophysiology, clinical manifestations, and management of cardiopulmonary disorders; and compare cardiopulmonary disorders. Thirty-four classroom hours. Prerequisites: RSPT 1227, 1340, 1410, and 1361. Corequisites: RSPT 2314, 1411 and 1362.

**RSPT 2230 – Respiratory Care Exam Preparation.** Two hours credit. A comprehensive review to optimize respiratory care credentialing exam success. Recall, apply, and analyze concepts and theories in respiratory therapy. Fifty-two classroom hours. Prerequisites: RSPT 1137, 2255, 2305 and 2361, Corequisites RSPT 2131 and 2362

**RSPT 2231 – Respiratory Care Case Simulations.** One hour credit. Theory of clinical simulation examinations. Includes construction types, scoring, and mechanics of taking the computerized simulation examination. Utilize clinical simulations to enhance information gathering and decision making skills. Thirty-four classroom hours. Prerequisites: RSPT 1137, 2255, 2305 and 2361. Corequisites: RSPT 2230, and 2362.

**RSPT 2255 – Critical Care Monitoring.** Two hours credit. Advanced monitoring techniques used to assess a patient in the critical care setting. Describe the principles/techniques involved in critical care monitoring; interpret patient data; and apply data to evaluate cardiopulmonary disorders. Forty-eight classroom hours. Prerequisites: RSPT 2353 and 1261. Corequisites: RSPT 2305 and 2361.

**RSPT 2266 – Practicum IV.** Two hours credit. Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry; and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry 256 contact hours. Prerequisites: RSPT 2353 and 1261. Corequisites: RSPT 2255 and 2325. Lab fee.

**RSPT 2267 – Practicum V.** Two hours credit. Practical, general workplace training supported by an individualized learning plan developed by the employer, college, and student. As outlined in the learning plan, apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry; and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry 256 contact hours. Prerequisites: RSPT 1137, 2255, 2305, and 2361. Corequisites: RSPT 2231 and 2230. Lab fee.

**RSPT 2305 – Pulmonary Diagnostics.** Three hours credit. The theories and techniques involved in pulmonary function testing, blood gas theory and analysis, quality control. Explain pulmonary function testing; interpret pulmonary function test results; describe principles/concepts involved in blood gas analysis; analyze quality control data for pulmonary function and blood gas equipment. Forty-eight

classroom hours. Prerequisites: RSPT 1227, 1340, 1410, and 1361. Corequisites: RSPT 1137, 2255, and 2361.

**RSPT 2314 – Mechanical Ventilation.** Three hours credit. The study of mechanical ventilation with emphasis on ventilator classification, methods, principles, and operational characteristics. Describe procedures for mechanical ventilation as related to spontaneous and artificial ventilation with emphasis on ventilator classification, methods, principles, and operational characteristics; explain indications; complications, and physiologic effects/principles of mechanical ventilation; and apply initiation, management and weaning of ventilator support. Sixty-four classroom hours. Prerequisites: RSPT 2317, 1340, 1410, and 1361. Corequisites: RSPT 2210, 1411, and 1362.

**RSPT 2317 – Respiratory Care Pharmacology.** Three hours credit. A study of drugs that affect cardiopulmonary systems. Emphasis on classification, route of administration, dosages/calculations, and physiological interactions. Explain the mode of action, clinical indications, dosages, hazards and side effects of pulmonary and cardiovascular drugs; calculate drug dosages; and select drugs for optimal therapeutic benefits. Forty-eight classroom hours. Prerequisites RSPT 2210, 2314, 1411 and 1362 Corequisites: RSPT 2353 and 1261.

**RSPT 2325 – Cardiopulmonary Diagnostics.** Three hours credit. A study of physical, radiological, hemodynamic, laboratory, nutritional, and cardiopulmonary diagnostic assessments. Describe the methods, standards, and purpose of performing pulmonary function testing including use of equipment; identify common cardiac dysrhythmias; interpret patient data including physical, radiological, hemodynamic, laboratory, nutritional, and cardiopulmonary diagnostic assessment of the pulmonary patient; and apply data to evaluate cardiopulmonary disorders. 70 contact hours. Prerequisites: RSPT 2317, 2353, and 1261. Corequisites: RSPT 1137, 2255, and 2266.

**RSPT 2353 – Neonatal and pediatric cardiopulmonary Care.** Three hours credit. A study of neonatal/pediatric cardiopulmonary care. Describe fetal development and transition to extrauterine life; assess maternal and fetal history; modify therapy to neonatal pediatric patients; describe the etiology, pathophysiology, clinical manifestations and management of neonatal/pediatric disorders; and analyze, interpret and apply patient data in selective patient care settings. Forty-eight classroom hours. Prerequisites: RSPT 2210, 2314, 1411 and 1362. Corequisite: RSPT 2317 and 1261.

**RSPT 2361 – Respiratory Care Clinical IV.** Three hours credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Two-hundred and fifty-six clinical hours. Prerequisites: RSPT 2353 and 1261. Corequisites: RSPT 1137, 2255 and 2305. Lab fee.

**RSPT 2362 – Respiratory Care Clinical V.** Three hours credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Two-hundred and fifty-six clinical hours. Prerequisites: RSPT 1137, 2255, 2305 and 2361. Corequisites: RSPT 2231, and 2230. Lab fee.

**RTVB 1321 – TV Field Production.** Four hours credit. Pre-production, production, and post-production process involved in field television production. Topics include field camera setup and operation, field audio, television directing, and in-camera or basic continuity editing with an emphasis on underlying principles of video technology. Two hours lecture/two hours lab per week.

**RTVB 1329 Script Writing.** Four hours credit. Writing scripts for film and electronic media. Emphasizes format and style for commercials, public service announcements, promos, news, and documentaries. Three lecture hours each week. Prerequisite: ENGL 1301.

**SCWK 1321 – Orientation to Social Services.** Three credit hours. Introduction to the basic concepts, information, and practices within the field of social services. Topics include a survey of the historical development of social services; populations served by social service workers; and review of current treatment and/or services. Students will describe the historical development of social services; discuss terminology used by social service providers; assess client needs to determine eligibility for social service programs; compare and contrast the populations served including treatments and resources and utilize ethical principles. Prerequisite: None. Three semester credit hours. Three lecture hours per week.

**SCWK 2301- Assessment and Case Management.** Three hours credit. Exploration of procedures to identify and evaluate an individual's and/or family's strengths, weaknesses, problems, and needs in order to develop an effective plan of action. Topics include oral and written communications essential for screening, assessment, and case management to determine the need for prevention, intervention and/or referral and probable case management needs for at-risk populations. Students will describe the steps in screening, assessment, and case management; gather relevant information from client and secondary sources; and apply knowledge of assessment skills of special population clients. Prerequisites: CMSW 1313, Assessment and Service Delivery, DAAC 1311, Counseling Theories, and PSYT 2321, Crisis Intervention. Three semester hours credit. Three lecture hours per week.

**SOCI 1301 – Introduction to Sociology.** Three hours credit. The scientific study of human society, including ways in which groups, social institutions, and individuals affect each other. Causes of social stability and social change are explored through the application of various theoretical perspectives, key concepts, and related research methods of sociology. Analysis of social issues in their institutional context may include topics such as social stratification, gender, race/ethnicity, and deviance. Three lecture hours each week.

**SOCI 1306 – Social Problems.** Three hours credit. Application of sociological principles and theoretical perspectives to major social problems in contemporary society such as inequality, crime and violence, substance abuse, environmental issues, deviance, or family problems. Three lecture hours each week.

**SOCI 2301 – Marriage and the Family.** Three hours credit. Sociological and theoretical analysis of the structures and functions of the family, the varied cultural patterns of the American family, and the relationships that exist among the individuals within the family, as well as the relationships that exist between the family and other institutions in society. Three lecture hours each week.

**SOCW 2361 – Introduction to Social Work** – Three hours credit. Development of the philosophy and practice of social work in the United States. Survey of the fields and techniques of social work. Three lecture hours each week.

**SPAN 1411 – Beginning Spanish I.** Four hours credit. Basic Spanish language skills in listening, speaking, reading, and writing within a cultural framework. Students will acquire the vocabulary and grammatical structures necessary to communicate and comprehend at the beginner level. Three lecture and two lab hours each week. Lab fee.

**SPAN 1412 – Beginning Spanish II.** Four hours credit. Continued development of basic Spanish language skills in listening, speaking, reading, and writing within a cultural framework. Students acquire

the vocabulary and grammatical structures necessary to communicate and comprehend at the high beginner to low intermediate level. Prerequisite: SPAN 1411. Three lecture and two lab hours each week. Lab fee.

**SPAN 2311 –Intermediate Spanish I.** Three hours credit. The consolidation of skills acquired at the introductory level. Further development of proficiency in listening, speaking, reading and writing. Emphasis on comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world. Prerequisites: SPAN 1411 and 1412 or two years of Spanish from an accredited high school. Three lecture hours each week.

**SPAN 2312 – Intermediate Spanish II.** Three hours credit. The consolidation of skills acquired at the introductory level. Further development of proficiency in listening, speaking, reading and writing. Emphasis on comprehension, appreciation, and interpretation of the cultures of the Spanish-speaking world. Prerequisite: SPAN 2311 or equivalent. Three lecture hours each week.

**SPCH 1315 – Public Speaking.** Three hours credit. Application of communication theory and practice to the public speaking context, with emphasis on audience analysis, speaker delivery, ethics of communication, cultural diversity, and speech organizational technique to develop students' speaking abilities, as well as ability to effectively evaluate oral presentations. Three lecture hours each week.

**SPCH 1318 – Interpersonal Communication.** Three hours credit. Application of communication theory to interpersonal relationship development, maintenance, and termination in relationship contexts including friendships romantic partners, families, and relationships with co-workers and supervisors. Three lecture hours each week.

**SPCH 1321 – Business and Professional Communication.** Three hours credit. Study and application of communication within the business and professional context. Special emphasis will be given to communication competencies in presentations, dyads, teams and technologically mediated formats. Three lecture hours each week.

**SRGT 1260 – Clinical-Surgical Technology/ Technologist I.** Two hours credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. One hundred and forty-four clinical hours. Prerequisites: Current CPR card, BIOL 2401, HITT 1305, STSU 0X00 SRGT 1405, 1409, 1441, & 1260. Corequisites: SRGT 2460 and 2130.

**SRGT 1360 – Clinical-Surgical Technology/ Technologist II.** Three hours credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. One hundred and ninety-two clinical hours. Prerequisites: Current CPR card, BIOL 2401 2402, HITT 1305, STSU 0X00, BIOL 2402, SRGT 1405, and SRGT 1409. Corequisites: SRGT 2460 and 2130. Prerequisites: SRGT 1441 and 1260.

**SRGT 1409 – Fundamental of Perioperative Concepts and Techniques.** Four hours credit. In-depth coverage of perioperative concepts such as aseptic/sterile principles and practices, infectious processes, wound healing, and creation and maintenance of the sterile field. Forty-eight classroom and sixty-four laboratory hours (Total 112 hours). Lab fee. Co-requisites: SRGT 1260

**SRGT 1405 – Introduction to Surgical Technology.** Four hours credit. Introduction to surgical technology theory, surgical pharmacology and anesthesia, technological sciences, and patient care

concepts. Forty-eight classroom and 48 laboratory hours. Prerequisites: Current CPR card, BIOL 2401, HITT 1305, STSU 0X00. Corequisites: BIOL 2402, SRGT 1409 and SRGT 1441. Lab fee.

**SRGT 1460 – Clinical-Surgical Technology/ Technologist II.** Four hours credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. The clinical professional provides direct supervision. One hundred and forty-four clinical hours. Corequisites: SRGT 1541 and SRGT 1542.

**SRGT 1541 – Surgical Procedures I.** Five hours credit. Introduction to surgical procedures and related pathologies. Emphasis on surgical procedures related to general, obstetrics/gynecology, genitourinary, otorhinolaryngology and orthopedic surgical specialties incorporating instruments, equipment, and supplies required for perioperative patient care. Forty-eight classroom and 64 laboratory hours. Lab fee. Corequisites: SRGT 1542 and SRGT 1360.

**SRGT 1542 – Surgical Procedures II.** Five hours credit. Introduction to surgical procedures and related pathologies. Emphasis on surgical procedures related to thoracic, peripheral vascular, plastic/reconstructive, ophthalmology, cardiac, and neurological surgical specialties incorporating instruments, equipment, and supplies required for perioperative patient care. Forty-eight classroom and 64 laboratory hours. Lab fee. Corequisites: SRGT 1460 and SRGT 2360.

**SRGT 2130 – Professional Readiness.** One hour credit. Transition into the professional role of the surgical technologist. Includes professional readiness for employment, attaining certification, and maintaining certification status. A capstone experience. Corequisites: SRGT 1360 & 2460, PSYC 2301.

**SRGT 2360 – Clinical-Surgical Technology/Technologist III.** Three hours credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. The clinical professional provides direct supervision. Two hundred and fifty-six clinical hours. Corequisites: SRGT 2130 and SRGT 1460.

**STSU 0300 – Student Success.** Institutional credit. Psychology of learning and success. Examines factors that underlie learning, success, and personal development in higher education. Topics covered include information processing, memory, strategic learning, self-regulation, goal setting, motivation, educational and career planning, and learning styles. Techniques of study such as time management, listening and note taking, text marking, library and research skills, preparing for examinations, and utilizing learning resources are covered. Includes courses in college orientation and developments of students' academic skills that apply to all disciplines. It is a course designed to introduce critical thinking concepts and to provide opportunities for the student to acquire learning strategies for academic success. This course will cluster students into teaching modules according to their TSI requirement deficiencies in all three sections of TSI Assessment (reading, writing and math). Also, can be relevant for survival skills course. Three lecture/lab hours each week. Lab fee.

**TECA 1303 – Families, School, and Community.** Three hours credit. A study of the child, family, community, and schools, including parent education and involvement, family and community lifestyles, child abuse, and current family life issues. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children position statement related to developmentally appropriate practices for children from birth through age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse

populations. The course includes 30 hours of field experiences and three lecture hours each week. Three field experience hours must be conducted weekly for ten assigned weeks. Lab fee.

**TECA 1311 – Educating Young Children.** Three hours credit. An introduction to the education of the young child, including developmentally appropriate practices and programs, theoretical and historical perspectives, ethical and professional responsibilities, and current issues. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children's position statement related to developmentally appropriate practices for children from birth through age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. The course includes 30 hours of field experiences and three lecture hours each week. Three field experience hours must be conducted weekly for ten assigned weeks. Lab fee.

**TECA 1318 – Wellness of the Young Child.** Three hours credit. A study of the factors that impact the well-being of the young child including healthy behavior, food, nutrition, fitness, and safety practices. Focuses on local and national standards and legal implications of relevant policies and regulations. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children's position statement related to developmentally appropriate practices for children from birth to age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. The course includes 30 hours of field experiences and three lecture hours each week. Three field experience hours must be conducted weekly for ten assigned weeks. Lab fee.

**TECA 1354 – Child Growth & Development.** Three hours credit. A study of the physical, emotional, social, language, and cognitive factors impacting growth and development of children through adolescence. Course content must be aligned as applicable with State Board for Educator Certification Pedagogy and Professional Responsibilities standards and coincide with the National Association for the Education of Young Children's position statement related to developmentally appropriate practices for children from birth to age eight. Requires students to participate in field experiences with children from infancy through age 12 in a variety of settings with varied and diverse populations. The course includes 30 hours of field experiences and three lecture hours each week. Three field experience hours must be conducted weekly for ten assigned weeks. Lab fee.

**TECM 1301 – Industrial Mathematics.** Specific mathematical calculations required by business, industry, and health occupations. Solve technical math problems using addition, subtraction, multiplication, and division; convert between whole numbers, fractions, mixed numbers, and decimals; perform calculations involving percents, ratios, and proportions; and convert numbers to different units of measurement. Three lecture hours each week.

**VNSG 1138 – Mental Illness.** One hour credit. Study of human behavior with emphasis on emotional and mental abnormalities and modes of treatment incorporating the nursing process.

**VNSG 1219 – Professional Development.** Two hours credit. Study of the importance of professional growth. Topics include the role of licensed vocational nurse in the multi-disciplinary health care team, professional organizations, and continuing education. Thirty-two classroom hours. Prerequisites: VNSG 1226, 1304, 1361, 1330, 1331, 1362, 1405, 1423, and 1429. Corequisites: VNSG 1238, 1334, 1432, and 1363. Lab and specialty exam fees.

**VNSG 1226 – Gerontology.** Two hours credit. Overview of the normal physical, psychosocial, and cultural aspects of the aging process. Addresses common disease processes of aging. Exploration of perceptions toward care of the older adult. Thirty-two classroom hours. Prerequisites: RNSG 1208. Corequisites: VNSG 1304, 1405, 1423, and 1361.

**VNSG 1230 – Maternal-Neonatal Nursing.** Two hours credit. A study of the biological, psychological, and sociological concepts applicable to basic needs of the family including childbearing and neonatal care. Utilization of the nursing process in the assessment and management of the childbearing family. Topics include physiological changes related to pregnancy, fetal development, and nursing care of the family during labor and delivery and the puerperium.

**VNSG 1234 – Pediatrics.** Two hours credit. Study of the care of the pediatric patient and family during health and disease. Emphasis on growth and developmental needs utilizing the nursing process.

**VNSG 1238 – Mental Illness.** Two hours credit. Study of human behavior with emphasis on emotional and mental abnormalities and modes of treatment incorporating the nursing process. Thirty-two classroom hours. Prerequisites: VNSG 1226, 1304, 1330, 1331, 1361, 1362 1405, 1423, and 1429. Corequisites: VNSG 1219, 1334, 1432, and 1363. Lab and specialty exam fees.

**VNSG 1304 – Foundations of Nursing.** Three hours credit. Introduction to the nursing profession including history, standards of practice, legal and ethical issues, and role of the vocational nurse. Topics include mental health, therapeutic communication, cultural and spiritual diversity, nursing process, and holistic awareness. Forty-eight classroom hours. Corequisites: VNSG 1226, 1361, 1405, 1423, and 1304. Prerequisites: RNSG 1208. Lab and specialty exam fees.

**VNSG 1330 – Maternal/Newborn Nursing.** Three hours credit. A study of the biological, psychological, and sociological concepts applicable to basic needs of the family relating to childbearing and neonatal care. Utilization of the nursing process in the assessment and management of the child bearing family. Topics include physiological changes related to pregnancy, fetal development, and nursing care of the family during labor and delivery and the puerperium. Forty-eight classroom hours. Prerequisites: VNSG 1226, 1304, 1361, 1405 and 1423. Corequisites: VNSG 1133, 1136, 1331, 1362, and 1429. Lab and specialty exam fees.

**VNSG 1331 – Pharmacology.** Three hours credit. Fundamentals of medications and their diagnostic, therapeutic and curative effects. Includes nursing interventions utilizing the nursing process. Forty-eight classroom hours. Prerequisites: VNSG 1238, 1304, 1361, 1405, and 1423. Corequisites: VNSG 1330, 1331, 1362, and 1429. Lab and specialty exam fees.

**VNSG 1334 – Pediatric Nursing.** Three hours credit. Study of the care of the pediatric patient and family during health and disease. Emphasis on growth and development needs. Forty-eight classroom hours. Prerequisites: VNSG 1331, 1429, 1330, and 1362. Corequisites: VNSG 1219, 1238, 1432, and 1363. Lab and specialty exam fees.

**VNSG 1360 – Clinical Nursing.** Three hours credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Placement in summer session, following first year nursing curriculum – Lufkin campus only. 288 clinical hours. Prerequisites: RNSG 1205, 1215, 1309, 1262, 1301, 1341, 1363 and current CPR card. Corequisite: VNSG 1570.



**VNSG 1361 – Clinical Nursing.** Three hours credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. 288 clinical hours. Prerequisite: A current CPR card. Corequisites: VNSG 1226, 1304, 1304, 1226, and 1423.

**VNSG 1362 – Clinical Nursing.** Three hours credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Placement in second semester. 288 clinical hours. Prerequisites: VNSG 1304, 1405, 1423, 1361 and a current CPR card. Corequisites: VNSG 1331, 1429, and 1330.

**VNSG 1363 – Clinical Nursing.** Three hours credit. A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Placement in third semester. 288 clinical hours. Prerequisites: VNSG 1331, 1330, 1429, and 1362. Corequisites: VNSG 1219, 1238, 1334, and 1432.

**VNSG 1405 – Health Science.** Four hours credit. An introduction to the general principles of anatomy and physiology, nutrition, and microbiology that are necessary for understanding body processes and basic principles underlying health promotion and therapeutic interventions. Sixty-four classroom hours. Prerequisites: RNSG 1208. Corequisites: VNSG 1226, 1361, 1423, and 1304. Lab and specialty exam fees.

**VNSG 1423 – Basic Nursing Skills.** Four hours credit. Mastery of basic nursing skills and competencies for a variety of health care settings. Using the nursing process as the foundation for all nursing interventions. Eighty classroom hours. Prerequisites: RNSG 1208. Corequisites: VNSG 1304, 1361, and 1405. Lab fee.

**VNSG 1429 – Medical-Surgical Nursing I.** Four hours credit. Application of the nursing process to the care of adult patients experiencing medical-surgical conditions in the health-illness continuum in a variety of health care settings. Sixty-four classroom hours. Prerequisites: VNSG 1226, 1304, 1423, 1361, and 1405. Corequisites: VNSG 1330, 1331, and 1362.

**VNSG 1432 – Medical-Surgical Nursing II.** Four hours credit. Continuation of Medical-Surgical Nursing I with application of the nursing process to the care of adult patients experiencing medical-surgical conditions along the health-illness continuum in a variety of health care settings. Sixty-four classroom hours. Prerequisites: VNSG 1226, 1330, 1331, 1362, and 1429. Corequisites: VNSG 1219, 1238, 1304, 1361, 1405, 1432, and 1363. Lab and specialty exam fees.

**VNSG 1570 – Exit to Vocational Nursing Practice.** Five hours credit. Delineates the professional role, accountability, and responsibilities of the vocational nurse. Explores the bio-psycho-social-spiritual aspects of clients throughout the life cycle. Emphasizes the vocational nurse's role in maternal/child nursing. Correlates principles of mental health, nutrition, pharmacology, and health teaching in the care of a variety of clients. Focuses on the nursing process in the plan of care of clients throughout the life cycle. Eighty classroom and sixteen lab hours. Placement in summer semester first year – Lufkin campus only. Prerequisites: RNSG 1205, 1215, 1309, 1262, 1301, 1341, 1363, and a current CPR card. Corequisites: VNSG 1360.

**WLDG 1313 – Introduction to Blueprint Reading for Welders.** Three hours credit. A study of industrial blueprints. Emphasis placed on terminology, symbols, graphic description, and welding processes. Includes systems of measurement and industry standards, also includes interpretation of plans

and drawings used by industry to facilitate field application and production. Define terms and abbreviations; interpret views, lines, dimensions, detail drawings and welding symbols; identify structural shapes; demonstrate the proper use of measuring devices; calculate dimensions; and develop bill of materials. Three lecture hours each week.

**WLDG 1337 – Introduction to Welding Metallurgy.** Three hours credit. A study of ferrous and non-ferrous metals from the ore to the finished product. Emphasis is on metal alloys, heat-treating, hard surfacing, welding techniques, forging, foundry processes, and mechanical properties of metals including hardness, machinability, and ductility. The student will describe technical terms used in the various phases of metallurgy, from early history to classification of steel; will discuss ferrous and non-ferrous metals and how they are processed and used in industry; and describe mechanical and physical properties, surface treatments, and heat treatments of metals. Prerequisite: Work Keys test sections for Applied Math Level 4 and Reading for Information Level 4. Three lecture hours each week. Lab fee.

**WLDG 1391 – Special Topics in Welder/Welding Technologist.** Three hours credit. Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency. The student outcomes/objectives are determined by local occupational need and business and industry trends. Prerequisite: Work Keys test sections for Applied Math Level 4 and Reading for Information Level 4. Must have completed 32 credit hours of welding. Three lecture hours each week.

**WLDG 1428 – Intro to Shielded Metal Arc Welding (SMAW).** Four hours credit. An introduction to shielded metal arc welding (SMAW) process. Emphasis is on power sources, electrode selection, oxy-fuel cutting, and various joint designs. Instruction provided in SMAW fillet welds in various positions. The student will select electrodes and amperage settings for various thicknesses of materials and welding positions; define principles of arc welding; and interpret electrode classifications. The student will perform SMAW operations in various positions using selected electrodes and different joint designs. Two lecture and four lab hours each week. Work Keys test sections for Applied Math Level 4 and Reading for Information Level 4. Pre or corequisite: WLDG 1421. Lab fee.

**WLDG 1435 – Intro to Pipe Welding.** Four hours credit. An introduction to welding of pipe using the shielded metal arc welding process, including electrode selection, equipment setup, and safe shop practices. Emphasis is on weld positions 1G and 2 G using various electrodes. The student will describe equipment and required pipe preparation and perform 1G and 2G welds using various electrodes. Two lecture and four lab hours each week. Work Keys test sections for Applied Math Level 4 and Reading for Information Level 4. Pre or corequisite: WLDG 2443. Lab fee.

**WLDG 1457 – Intermediate Shielded Metal Arc Welding (SMAW).** Four hours credit. A study of the production of various fillets and groove welds. Preparation of specimens for testing in all test positions. The student will identify principles of arc welding; describe arc welding operations of fillet and groove joints; explain heat treatments of low alloy steels; and explain weld size and profiles. The student will prepare test plates; perform fillet welds in the overhead position; perform air carbon arc weld removal; perform bevel groove welds with backing plates in various positions; and demonstrate use of tools and equipment. Two lecture and four lab hours each week. Work Keys test sections for Applied Math Level 4 and Reading for Information Level 4. Pre or corequisite: WLDG 1428. Lab fee.

**WLDG 2288 – Internship Welder/Welding Technology.** Two hours credit. A work-based learning experience that enables the student to apply specialized occupational theory, skills and concepts. A

learning plan is developed by the college and the employer. As outlined in the learning plan, apply the theory, concepts, and skills involved in specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social and legal systems associated with the occupation and the business/industry; and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry. Eight hours of practical experience each week. Prerequisite: Student must have completed 36 hours of welding courses.

**WLDG 2355 – Advanced Welding Metallurgy.** Three hours credit. A study of metallurgy as it applies to welding, including structure, identification, and testing of metals; temperature changes and their effect on welded metals; properties of metals, and factors affecting weldability of ferrous and non-ferrous metals. The student will identify the structure and properties of metals and describe changes that occur when welds are made. The student will perform various metallurgy tests of ferrous and non-ferrous metals. Prerequisite: WLDG 1337. Work Keys test sections for Applied Math Level 4 and Reading for Information Level 4. Three lecture hours each week.

**WLDG 2406 – Intermediate Pipe Welding.** Four hours credit. A comprehensive course on the welding of pipe using the shielded metal arc welding (SMAW) process. Position of welds will be 1G, 2G, 5G, and 6G using various electrodes. Topics covered include electrode selection, equipment setup, and safe shop practices. The student will describe equipment and required pipe preparation. The student will perform 1G, 2G, 5 G, and 6G welds using various electrodes. Two lecture and four lab hours each week. Work Keys test sections for Applied Math Level 4 and Reading for Information Level 4. Pre or corequisite: WLDG 1435. Lab fee.

**WLDG 2413 – Welding Using Multiple Processes.** Four hours credit. Instruction using layout tools and blueprint reading with demonstration and guided practices with some of the following welding processes: oxy-fuel gas cutting and welding, gas metal arc welding, flux-cored arc welding, gas tungsten arc welding, or any other approved welding process. The student will identify proper safety equipment and tools and identify and select the proper welding process for a given application. The student will demonstrate the ability to analyze situations and make decisions using skills as taught concerning safety and electrode selections; and select the most economic and practical welding process for the given tasks. Two lecture and four lab hours each week. Work Keys test sections for Applied Math Level 4 and Reading for Information Level 4. Pre or corequisite: WLDG 2453. Lab fee.

**WLDG 2443 – Advanced Shielded Metal Arc Welding (SMAW).** Four hours credit. Advanced topics based on accepted welding codes. Training provided with various electrodes in shielded metal arc welding processes with open V-groove joints in all positions. The student will describe effects of preheating and post weld heating; explain precautions used when welding various metals and alloys; distinguish between qualification and certification procedures; and discuss problems of welding discontinuities. The student will perform open groove welds with mild steel and low alloy electrodes. Two lecture and four lab hours each week. Work Keys test sections for Applied Math Level 4 and Reading for Information Level 4. Pre or corequisite: WLDG 1457. Lab fee.

**WLDG 2432 – Welding Automation.** Four hours credit. Overview of automated welding and cutting applications. Special emphasis on safe use and operation of equipment. Set up, program, operate, and troubleshoot various automated welding and/or cutting equipment. Two lecture and four lab hours each week. Prerequisite: 16 hours of welding courses. Lab fee.

**WLDG 2451 – Advanced Gas Tungsten Arc Welding (GTAW).** Four hours credit. Advanced topics in GTAW welding, including welding in various positions and directions. Demonstrate proficiency in various welding positions; describe safety rules and equipment used; and describe the effects of welding parameters in GTAW; weld various joint designs; diagnose welding problems; and perform visual inspection. Two lecture and four lab hours each week. Pre- or corequisite: WLDG 2453. Lab fee.

**WLDG 2453 – Advanced Pipe Welding.** Four hours credit. Advanced topics involving welding of pipe using the shielded metal arc welding process. Topics include electrode selection, equipment setup, and safe shop practices. Emphasis is on weld positions 5G and 6G using various electrodes. The student will describe equipment and required pipe preparation and perform 5G and 6G welds using various electrodes. Two lecture and four lab hours each week. Work Keys test sections for Applied Math Level 4 and Reading for Information Level 4. Pre or corequisite: WLDG 2406. Lab fee.

# Employee Directory

## Executive Council

Dr. Michael J. Simon (2015) B.S., Central Michigan University M.A., Northern Michigan University Ed.D., Texas Tech University	President
Dr. Cynthia Casparis (2016) B.M.E., West Texas A&M University M.Ed., Texas Tech University Ed.D., Texas Tech University	Vice President of Academic Affairs
Chris Sullivan (2016) B.S., Miami University J.D., University of Akron School of Law M.B.A., The Ohio State University	Vice President of Business Affairs
Timothy Ditoro (2011) B.A., David Lipscomb University M.A., University of Alabama M.A., The University of Texas at Austin Ed.D., Texas A&M University	Vice President of Workforce & Continuing Education
Dana Smithhart (2016) A.S., Angelina College B.S., Stephen F. Austin State University	Executive Director of Institutional Advancement & Student Affairs
Krista Brown (2019) B.S., University of Texas at Dallas	Executive Director of Marketing & Strategic Enrollment

## Academic Administrators

Dr. Stacy Pfluger (2008) B.S., Angelo State University M.S., University of Notre Dame Ed.D., Texas Tech University	Assistant Vice President of Academic Affairs
Winifred Adams (1998) B.S.N., Texas Christian University M.Ed., Stephen F. Austin State University M.S.N., Grand Canyon University	Associate Dean for School of Health Careers
Dr. Timothy Ditoro (2011) B.A., David Lipscomb University M.A., University of Alabama M.A., The University of Texas at Austin Ed.D., Texas A&M University	Dean of Business & Technology
Dr. Gary Friery (2014) B.A.T., Sam Houston State University M.Ed., Sam Houston State University Ed.D., Texas A&M University	Dean of the School of Business and Technology
Ms. Angela Johnson (2018) B.S., Stephen F. Austin State University M.S., Stephen F. Austin State University	Interim Associate Dean for the School of Science and Mathematics

Angelina College prohibits discrimination, including harassment, on the basis of sex, gender, race, color, religion, national origin, disability, age, or any other basis prohibited by law.

Gary Liebst (2018)

B.M.Ed., East Texas State University

M.M., East Carolina University

Assistant Dean for Visual and Performing Arts

Diana Throckmorton (1992)

B.A., Stephen F. Austin State University

M.A., Stephen F. Austin State University

Dean of the School of Arts and Education

## **Nonteaching Professional Staff**

Annie Allen	Director, Access and Inclusion
Jennifer Baldauf	Director, Academic Success
Laura Bush	Director, Adult Basic Education
Remona Boodoo-Frye	Student Success Coach
Michelle Brazeil	Accountant, Student Billing
Jason Burrous	Training Manager, Polic Academy
Larry Cain	Director, Small Business Development Center
Esther Campbell	Manager, Workforce and Continuing Education
Steven D. Capps	Senior Director, Physical Plant
Crystal Carter	Financial Aid Specialist
Doug Conn	Police Chief/Police Academy Coordinator
Sandra Cox	Director, Enrollment Services/Registrar
Angela Cranford	Student Success Coach – Graduation & Reverse Transfer
Wayne DuBose	Information Technology Specialist
Christopher Fanning	Lead Librarian
William Fisk	Software Specialist
Susan Martinez	Coordinator, AC Polk County Center
Glenn Goforth	Director, Financial Aid
Melissa Goins	Controller, Business Office
Randy Holland	Training Manager, Police Academy
Janice Huffman	Director, Grants and Sponsored Programs
Contessa James	Financial Aid Veterans Advisor
Shanda Keely	Coordinator, Workforce & Continuing Education Programs
Dale Kirkland	Coordinator, Housekeeping and Custodians
Jordan LaCaille	Coordinator, Student Life and Orientation
Steven Lumbley	Coordinator, Maintenance
Deborah Mareno	Coordinator, Athletic Office
Thomas McKinney	Director, Learning Resources
Irma Montoya	Financial Aid Specialist
Darin Murphy	Assistant Controller
Katherine Nellessen	Lab Coordinator, Science & Mathematics
Jennifer Ragsdale	Assistant Director, Information Technology
Michael Sandlin	Coordinator, Grounds and Transportation
Kerwin Smith	Coordinator, Environmental Projects
Kenneth Street	Senior Director, Information Technology
Jorge Valdes	Student Success Coach
Sarah Wagnone	Grants Accountant
April Wallace	Assistant Registrar
Karen Ward	Student Success Coach
Tifini Whiddon	Director, Human Resources
Conssandra Williams	Student Success Coach
Judith Wright	Senior Director, Distance Education and Testing

## Instructors

Jan Anderson-Paxson, Instructor (2002)Art/Communications/ School of Arts and Education B.S., University of Kansas M.A., Stephen F. Austin State University M.A., Stephen F. Austin State University M.F.A., Stephen F. Austin State University	Photography
Alicia Andreatta, Instructor (2016) School of Arts and Education B.A., McMurry University M.A., Baylor University	Government
Shelby Armstrong, Lead Instructor (2009) School of Arts and Education B.A., Texas Tech University M.A., Texas Tech University	English
Johnsuan Barnes, Head Women's Softball Coach (2019) School of Arts & Education B.Ed. University of Saint Mary M.S., University of Central Missouri	Physical Education
Dr. Andrea Barrett, Lead Instructor (2013) School of Science and Mathematics B.S., Sam Houston State University Ph.D., Texas A & M University	Chemistry/Biology
Charlet Blades, Instructor (2006) School of Health Careers V.N., Houston County School of Vocational Nursing A.D.N., Excelsior College B.S.N., Excelsior College M.S.N., Excelsior College	Nursing
Dr. C. Edward Carey, Lead Instructor (2016) School of Arts and Education B.S., Texas A&M University M.S., Texas A&M University Ed.D., University of North Carolina at Chapel Hill	Education/Student Success
Chandra Cheshire, Instructor (2015) School of Business and Technology A.A.S., Angelina College B.S., Stephen F. Austin State University M.Ed., Grand Canyon University	Child and Family Development
L. Duane Choate, Instructor (2019) School of Arts & Education B.B.A., Texas A&M University M.A., Sam Houston State University	Government and History
Austin Clark, Instructor (2018) School of Science & Mathematics B.S. Stephen F. Austin State University M.S. Texas A&M University	Mathematics
Kristi Clark, Instructor (2000) School of Arts & Education B.S.W., Stephen F. Austin State University M.S.W., Stephen F. Austin State University	Sociology

Byron Coleman, Instructor/Women's Basketball Coach (2005) School of Arts and Education B.A., Stephen F. Austin State University M.A., New Mexico Highlands University	Physical Education and Health Science
Sabrina C. Collins, Lead Instructor (1999) School of Arts and Education B.A., East Texas Baptist University M.A., Stephen F. Austin State University	Speech
Beckie A. Compton, Instructor/Show Choir Director (1998) School of Arts and Education B.M., Stephen F. Austin State University M.M., Stephen F. Austin State University	Music
Autumn Conner, Instructor (2002) School of Health Careers A.A.S., Angelina College B.S.R.S., Midwestern State University M.S.R.S., Midwestern State University	Radiologic Technology and Diagnostic Medical Sonography
Howard Cox, Department Chair (2001) School of Arts and Education B.A., Stephen F. Austin State University M.A., Abilene Christian University	Language Arts and Education
Mary Craft, Instructor (2019) School of Science & Mathematics B.S., Stephen F. Austin State University M.S., Stephen F. Austin State University	Mathematics
Alysa Cummins, Instructor (2002) School of Health Careers B.S.N., Stephen F. Austin State University M.S.N., Texas Christian University	Nursing
Donta Davis, Instructor (2019) School of Health Careers Certificate in Surgical Technology, Angelina College A.A.S., Trinity Valley College	Surgical Technology
Casey Davis, Instructor/Program Director (2008) School of Health Careers A.A.S., Angelina College B.S.R.S., Midwestern State University M.Ed., Lamar University	Sonography
Steven Donahoe, Instructor (2004) School of Health Careers A.A.S., Angelina College B.A.A.S., Stephen F. Austin State University	Radiologic Technology
Patricia A. Donaldson, Lead Instructor (2007) School of Arts and Education B.S., University of North Texas M.S., Texas Woman's University	Physical Education
Paul Draper, Instructor (2004) School of Science and Mathematics B.S., North Texas University M.S., North Texas University	Mathematics



Amy Dubose, Instructor (2013) School of Health Careers A.A.S./A.D.N., Angelina College	Nursing
Norma Durfee School of Science & Mathematics A.S., Angelina College B.S., Sam Houston State University M.S., Texas A&M University	Biology
Troy Dale Edwards, Jr., Lead Instructor (2009) School of Business and Technology A.A.S., Angelina College B.A.A.S., Stephen F. Austin State University M.S., University of Texas at Tyler	Welding
Agnes Estraza, Instructor (2007) School of Health Careers B.S.N., University of the Philippines M.S., Regis University	Nursing
Antonia Fleming, Instructor (2017) School of Health Careers A.S., Angelina College B.S., Stephen F. Austin State University M.S., Chamberlain University	Nursing
Kevin Fritze, Lead Instructor (2011) School of Business and Technology B.S., Sam Houston State University M.S., Sam Houston State University	Criminal Justice
Bridgett Geist, Instructor (2006) School of Health Careers A.A.S., Angelina College B.A., Texas A & M University M.S.R.S., Midwestern State University	Radiologic Technology
Richard Geist, Instructor (2011) School of Science and Mathematics B.S., Stephen F. Austin State University M.S., Stephen F. Austin State University	Mathematics
Annette Gillum, Lead Instructor (2014) School of Arts and Education B.A., Stephen F. Austin State University M.A., Middlebury College Ph.D., University of Houston	Spanish
Larry D. Greer, Lead Instructor (1998) School of Arts and Education B.M., Stephen F. Austin State University M.M., Stephen F. Austin State University	Music
Aaron Grimes, Instructor (2016) School of Arts and Education A.A.S., Angelina College B.A., Stephen F. Austin State University M.A., Stephen F. Austin State University	English

Stephen Hammonds, Instructor (2016) School of Business and Technology B.S., Stephen F. Austin State University	HVACR
Janice Hartsfield, Instructor (2002) School of Health Careers A.A.S., Angelina College B.A.A.S., Lamar University	Emergency Medical Services
Jessica Heppard, Instructor (2018) School of Science and Mathematics M.S., Univeristy of Mississippi	Biology
David Henson, Instructor/ Program Director (2011) School of Health Careers A.A.S., Tyler Jr. College B. S., Letourneau University	Respiratory Care
Angie W. Hill, Program Director/Instructor (1991) School of Health Careers A.A.S., Angelina College B.S.R.S., Midwestern State University M.Ed., Stephen F. Austin State University	Radiologic Technology
Vergie Hines, Instructor (2016) School of Health Careers L.V.N., Angelina College A.D.N., Excelsior University B.S.N., Grand Canyon University M.S.N., Grand Canyon University	Nursing
Kathleen Hughes School of Science & Mathematics B.S., Texas A&M University M.S., Texas A&M University	Phyiscs
Rachel Hunt, Instructor (2011) School of Arts and Education B.S., Stephen F. Austin State University M.Ed., Stephen F. Austin State University	Education/Student Success/Reading
Rebecca L. Innerarity, Instructor (1999/2008) School of Business and Technology A.S., Angelina College B.B.A., Stephen F. Austin State University M.B.A., Stephen F. Austin State University	Business
Benetha Jackson, Lead Instructor (2000) School of Arts and Education A.A., Angelina College B.A., Stephen F. Austin State University M.A., Stephen F. Austin State University	Psychology
Kathlyn Jackson, Instructor (2016) School of Health Careers A.A.S., San Jacinto College B.S.N., Stephen F. Austin State University M.S.N., Stephen F. Austin State University	Nursing

Debra Jenke, Department Chair (2000) School of Arts and Education A.A.S., Angelina College B.A.T., Sam Houston State University M.A., Sam Houston State University	Social and Behavioral Sciences
Angela Johnson, Lead Instructor (2012) School of Science and Mathematics B.S., Stephen F. Austin State University M.S., Stephen F. Austin State University	Biology
Sandra Johnson, Lead Instructor (2007) School of Arts and Education B.S.W., Stephen F. Austin State University M.S.W., Stephen F. Austin State University	Sociology
Zac Kircher, Assistant Men's Basketball Coach (2018) School of Arts & Education B.S., University of Houston M.S., Midwestern State University	Physical Education
Amanda Koerth, Instructor (2019) School of Health Careers A.A.S., Angelina College	Sonography
Howard Krohn, Head Athletic Trainer (2017) School of Arts and Education B.S., Grand Canyon University M.S., California University of Pennsylvania P.E.S., National Academy of Sports Management	Physical Education
Tonya LaForge, Instructor (2009) School of Health Careers A.D.N., Angelina College B.S.N., Stephen F. Austin State University C.S.T., Vernon College M.S.N. University of Texas at Tyler	Nursing
Jason Lankford, Instructor (2003) School of Science and Mathematics B.S., Stephen F. Austin State University M.S., Stephen F. Austin State University	Biology
John Lee, Instructor (2004) School of Health Careers A.A.S., Angelina College B.S., Midwestern State University B.S.R.S., Midwestern State University	Radiologic Technology
Jeff Livin, Instructor/Head Baseball Coach (1995) School of Arts and Education B.B.A., Southwestern University M.A., Southwest Texas State University	Physical Education
Saundra May, Instructor (1978) School of Business and Technology A.A.S., Angelina College B.A.A.S., Stephen F. Austin State University M.B.A., Stephen F. Austin State University	Computer Information Systems

Julie Mays, Instructor (2002) School of Science and Mathematics B.S., Stephen F. Austin State University M.S., Stephen F. Austin State University	Mathematics
Jacquelyn McClain, Instructor (2013) School of Health Careers A.D.N., Angelina College B.S.N., University of Phoenix	Nursing
Dallas McClelland, Lead Instructor (2004) School of Business and Technology A.A.S., Angelina College B.A.A.S., Stephen F. Austin State University	Drafting and Design Technology
Kathleen McClinton, Instructor (2019) School of Science & Mathematics A.A., Eastern New Mexico University B.S., Eastern New Mexico University M.S.T., University of West Florida Ph.D., University of South Alabama	Biology
Nancy McClurg, Instructor (2007) School of Health Careers V.N., Angelina College A.D.N., Angelina College B.S.N., Stephen F. Austin State University M.S.N., University of Texas at Tyler	Nursing
Randy McKelvey, Assistant Basketball Coach/Instructor (2017) School of Arts and Education B.S., Stephen F. Austin State University M.S., Southern New Hampshire University	Physical Education
Anna McReynolds, Retention Specialist/Nursing Skills School of Health Careers A.A.S., Angelina College B.S.N., Stephen F. Austin State University	Nursing
Kimberly Meshell, Instructor (2010) School of Health Careers A.A.S., Angelina College	Health Careers
James Mills, Lead Instructor (2011) School of Business and Technology A.A.S., Angelina College B.A.A.S., Stephen F. Austin State University M.S., Stephen F. Austin State University	Diesel Technology
Vicky Milstead, Lead Instructor (2000) School of Business and Technology B.S., Stephen F. Austin State University M.Ed., Stephen F. Austin State University	Child and Family Development
Molli Morgan, Assistant Softball Coach School of Arts and Education B.S., Ottawa University	Physical Education
Amy Morrison, Instructor (2010) School of Arts and Education B.S., Texas College at Tyler M.S., University of Texas At Tyler	Speech

Peggy Mortensen, Instructor (2017) School of Health Careers B.S., Misericordia University M.S., University of Pennsylvania	Nursing
Amber Murphy, Instructor (2010) School of Health Careers B.S.N., Stephen F. Austin State University M.S.N., University of Texas at Tyler	Nursing
Ronnie Naramore, Instructor (2002) School of Arts and Education B.S., Stephen F. Austin State University M.A., Stephen F. Austin State University	Psychology
Paula Nellessen, Instructor (2017) School of Science & Mathematics B.S., University of Southwestern Louisiana M.S., University of Idaho Ph.D., University of Idaho	Biology
Charles Oliver School of Business and Technology B.S., Coastal Bend College B.B.A., Embry Riddle Aeronautical University M.B.A., Embry Riddle Aeronautical University M.A., Angelo State University	Business
Kary Raine, Lead Instructor (2004) School of Arts and Education B.F.A., Stephen F. Austin State University M.A., Stephen F. Austin State University	Theatre
Alexandria Ranc, Instructor (2016) School of Arts and Education B.S., Stephen F. Austin State University M.A., Stephen F. Austin State University	Speech
Donald Randal, Lead Instructor (2019) School of Business & Technology A.A.S., Angelina College	Machine Tool Technology
Andrew Reed, Instructor (2015) School of Arts and Education B.F.A. Sam Houston University M.F.A., Texas Tech University	Theater
George R. Reed, Instructor (1999) School of Science and Mathematics B.S., Stephen F. Austin State University M.Ed., Stephen F. Austin State University	Mathematics
Reginald Reynolds, Lead Instructor (2004) School of Arts and Education B.S., Lamar University M.F.A., Stephen F. Austin State University	Art/Graphic Arts
Petronila Rogers, Instructor (2005) School of Arts and Education A.S., Angelina College B.A., Stephen F. Austin State University M.A., Stephen F. Austin State University	English

Jeremy Sanches, Instructor (2014) School of Business and Technology A.A.S., Angelina College	Electrical
Elizabeth Scott, Instructor (2014) School of Science and Mathematics B.S., Stephen F. Austin State University M.S., Stephen F. Austin State University	Mathematics
Henrietta Sells, Instructor (2017) School of Health Careers A.D.N., Angelina College B.S.N., University of Phoenix M.S.N., University of Phoenix	Nursing
Dawn Shapaka, Lead Instructor (2013) School of Business and Technology B.S., University of Texas at Austin J.D., Texas Tech University	Paralegal
Rachel Slaughter, Instructor (2016) School of Health Careers A.D.N., Angelina College B.S., Baylor University B.S.N., Western Governors University M.S.N., Western Governors University	Nursing
Michael Smith, Lead Instructor (2011) School of Arts and Education B.A., Stephen F. Austin State University M.A., Stephen F. Austin State University M.Ed., Stephen F. Austin State University	Government & History
Kevin Stagg, Instructor (2014) School of Arts and Education B.A., Louisiana College M.A., Stephen F. Austin State University M.B.A., Westwood College	English
Gary Stallard, Instructor (2006) School of Arts and Education B.A., Stephen F. Austin State University	Developmental English
Elisabeth Stapleton, Lead Instructor/Student Publications Coordinator (2002) School of Arts and Education B.S., University of Texas M.A., Stephen F. Austin State University	Communications
Dr. W. Kirk Stephenson, Instructor (2008) School of Science and Mathematics B.S., University of Texas at Austin Ph.D., University of Houston	Chemistry
Ronald Steveson, Lead Instructor (2018) School of Business and Technology A.A.S., Angelina College	Fluid Power Technology

Nataki Stewart, Head Soccer Coach (2020) A.A., San Jacinto College B.B.A., University of St. Thomas M.B.A., University of St. Thomas	Physical Education
David Turbeville, Lead Instructor (2004) School of Business and Technology A.A.S., Texas Southmost College B.S., Texas A&I University	Electronics
Jin Ulmer, Instructor (2013) School of Business and Technology B.B.A., University of Chinese Culture, Taipei M.B.A., Stephen F. Austin State University	Accounting
Stefanie Vaughn, Instructor/ Program Director (2016) School of Health Careers A.A.S. Tyler Junior College	Surgical Technology
Nick Wade, Head Men's Basketball Coach (2018) School of Arts & Education B.S., Austin College M.S., Sam Houston State University	Physical Education
Patricia Wars, Lead Instructor (2003) School of Business and Technology B.A., Stephen F. Austin State University M.Ed., Stephen F. Austin State University	Human Services
Lori Wijntjes, Instructor (2009) School of Arts and Education B.A., Stephen F. Austin State University M.A., Stephen F. Austin State University	English
Bobbie Williams, Instructor (2012) School of Health Careers A.D.N., Tyler Junior College B.B.M., Letourneau University M.B.A., Letourneau University M.S.N., University of Phoenix	Nursing
Jonathan Walker, Instructor (2019) School of Health Careers A.A.S., Angelina College B.S., Columbia Southern University	Emergency Medical Services
Renee Williams, Instructor (2016) School of Arts and Education B.A., Stephen F. Austin State University M.A., Stephen F. Austin State University	English
Olivia Wilson, Instructor (2012) School of Arts and Education B.S., Sam Houston State University M.P.A., Stephen F. Austin State University	Government
Mark Yarnall Jr., Lead Instructor (2015) School of Business and Technology Allentown Business School A.S.E. Master Certified Automotive Technician Certified Emissions Repair Technician	Automotive Technology

Gene Yates, Instructor (2001)  
School of Arts and Education  
B.S., University of Houston  
M.Ed., Sam Houston State University

History and Government

Elaine Young, Instructor/Program Director (2002)  
School of Health Careers  
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Pharmacy Technology



## REFERENCES

Southern Association of Colleges and Schools Commission on Colleges. (2018). *Resource Manual for the Principles of Accreditation: Foundations for Quality Enhancement* (3<sup>rd</sup> Ed.). Decatur, GA, Author.