

EL CENTRO

1999-2000

COLLEGE CATALOG

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ACCOUNTING

Offered at all seven campuses

(Associate Degree)

Degree Plan Number X40899

This degree is designed to prepare students for various career opportunities in accounting. Students may specialize in the areas of financial, managerial, cost, tax, and/or small business accounting. Emphasis is placed on internal accounting procedures and generally accepted accounting principles. This program is intended to provide a foundation on which the graduate can build an accounting career through expanded experience and/or further education.

This curriculum pattern/degree plan will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at [\[http://www.dcccd.edu/admiss/dp.htm\]](http://www.dcccd.edu/admiss/dp.htm) or from an academic advisor beginning June 1, 1999.

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

ACCOUNTING ASSISTANT

Offered at all seven campuses

(Certificate)

(Students pursuing this certificate program are waived from TASP requirements.)

Degree Plan Number X53879

The program is designed to provide the student with an expanded knowledge of basic accounting and business principles while emphasizing the development of communication and human relations skills necessary for advancement in accounting or other business-related careers. The courses required for this certificate are applicable to the Associate of Applied Science Degree in Accounting.

This curriculum pattern/degree plan will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at [\[http://www.dcccd.edu/admiss/dp.htm\]](http://www.dcccd.edu/admiss/dp.htm) or from an academic advisor beginning June 1, 1999.

ACCOUNTING CLERK

Offered at all seven campuses

(Certificate)

(Students pursuing this certificate program are waived from TASP requirements.)

Degree Plan Number X53889

This program is designed to provide the student with the skills necessary to obtain entry-level employment in accounting. Emphasis is on the development of basic accounting, spreadsheet, word processing, and ten-key skills. The courses required for the certificate are applicable to the Accounting Assistant Certificate and the Associate of Applied Science Degree in Accounting.

This curriculum pattern/degree plan will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at **[\[http://www.dcccd.edu/admiss/dp.htm\]](http://www.dcccd.edu/admiss/dp.htm)** or from an academic advisor beginning June 1, 1999.

ASSOCIATE DEGREE NURSING

El Centro and Brookhaven only

(Associate Degree, Tech Prep Enhanced Skills Certificate)

Degree Plan Number 540439

The Associate Degree Nursing Program is a two-year, 72 credit hour program, leading to the Associate of Applied Science Degree. The program prepares graduates to be eligible to write the NCLEX-RN Examination to become licensed as a Registered Nurse (R.N.) in Texas. The program is accredited by the Board of Nurse Examiners for the State of Texas, (333 Guadalupe, Suite 3-460, Austin, Texas 78701: Telephone number 512-305-7400) and the National League for Nursing Accrediting Commission (350 Hudson St., New York, New York 10014: Telephone number 404-679-4501).

The program combines classroom and skills laboratory experience with hospital clinical experience.

The program offered at Brookhaven is under the administration and accreditation of the El Centro College Associate Degree Nursing Program. Students apply for admission and attend classes at Brookhaven but receive their degrees from El Centro.

Contact the Assessment Center at El Centro College for the pre-entrance assessment and, Health Occupations Admissions to receive an information packet.

ADMISSION TO THE PROGRAM

Applicants are rank ordered for admission based on the G.P.A. earned on four prerequisite courses.

Applicants must:

1. Fulfill all requirements for admission to both the college and the Associate Degree Nursing Program.
2. Complete the designated assessment testing process and any required remediation.
3. Complete the four prerequisite courses in English, Biology, Psychology and Mathematics with a cumulative grade point average of 2.5 or better.
4. Submit a completed admission application packet to the nursing admission office at El Centro or Brookhaven on or before the enrollment period deadline. Information sessions are available to further discuss the application process to the program.

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding the transferability of DCCCD courses.

CREDIT
HOURS

PREREQUISITES TO PROGRAM ADMISSION

BIOL 1470	Introduction to Human Anatomy and Physiology* OR	
BIOL 2401	Anatomy and Physiology I	4
ENGL 1301	Composition I	3
MATH 1314	College Algebra**	3
PSYC 2301	Introduction to Psychology	3
		13

SEMESTER I

NURS 1870	Introduction to Process and Practice of Nursing	8
BIOL 1472	Introduction to Human Anatomy and Physiology OR	
BIOL 2402	Anatomy and Physiology II	4
PSYC 2314	Developmental Psychology	3
		15

SEMESTER II

NURS 1971	Family Nursing	9
BIOL 2420	General Microbiology	4
SPCH 1311	Introduction to Speech Communication	3
		16

SEMESTER III

NURS 2870	Nursing of Adults with Commonly Occurring Health Problems	8
NURS 2375	Mental Health Nursing	3
+Elective	Humanities/Fine Arts	3
		14

SEMESTER IV

NURS 2972	Advanced Medical-Surgical Nursing/Synthesis	9
NURS 2270	Transition to Professional Nursing	2
++Elective		3
		14

Minimum Hours Required 72

+Humanities/Fine Arts Elective--must be selected from the following:

ARTS 1301	Art Appreciation	3
DRAM 1310	Introduction to Theatre	3
ENGL	(2000-level Literature Course)	3
HUMA 1301	Introduction to the Humanities	3
MUSI 1306	Music Appreciation	3
PHIL 1301	Introduction to Philosophy	3
	Foreign Language or American Sign Language	4

++Elective may be selected from the following:

NURS 1370	Basic Pharmacology	3
NURS 1371	Introduction to Pathophysiology	3
	Any other course above the 1000 level.	

*Biology 1408 recommended prior to Biology 1470 if no previous high school biology.

**MATH 1414 may be substituted.

A "C" grade is required in all courses. Support courses must be completed before or during the semester indicated.

This is a Tech Prep program. Students interested in pursuing the Tech Prep Enhanced Skills Certificate need consult with their advisor.

TECH PREP ENHANCED SKILLS CERTIFICATE

This Enhanced Skills Certificate is attached to the Nursing Associate Degree and provides the student advanced skills required by the industry to specialize in Perioperative Nursing.

ASSOCIATE DEGREE NURSING-- PERIOPERATIVE NURSE INTERNSHIP

El Centro only

(Students pursuing this certificate program are required to meet all TASP requirements.)

Degree Plan Number 537289

The two-semester program is designed for registered nurses or graduate nursing pending NCLEX-RN examination. The perioperative approach to patient care is employed. Principles of surgical asepsis, patient care, use of surgical supplies and equipment, and ethical/legal aspects are presented. The emphasis of the program is on the scrub and circulating roles in perioperative nursing. Nurses enrolled in this program must hold a current license from the Board of Nurses Examiners for the State of Texas, or be a graduate of a nursing program eligible for the next NCLEX-RN examination.

CREDIT HOURS

SEMESTER I

SGTC 1671	Perioperative Nurse Internship I6
		6

SEMESTER II

SGTC 1672	Perioperative Nurse Internship II6
		6

Minimum Hours Required 12

ASSOCIATE DEGREE NURSING -- LVN OPTION

El Centro only

(Associate Degree)

Degree Plan Number 542729

A Licensed Vocational Nurse in Texas may qualify to complete the Associate Degree Nursing program at an accelerated pace. Students must meet all entrance requirements for the Associate Degree Nursing Program, and complete twenty-seven hours of prerequisite courses to enter this articulation option. Upon completion of the "bridging" course, which focuses on the change in role from LVN to RN, the student is granted equivalency credit for the first two semesters of the Associate Degree Nursing Program. The student will then complete the second year of the curriculum. Graduates of this program will receive an Associate of Applied Science Degree, and they will be eligible to write the NCLEX-RN Examination to become licensed as a Registered Nurse (RN) in Texas.

ADMISSION TO THE PROGRAM:

Applications are rank ordered for admission based on the G.P.A. earned on four prerequisite courses.

Applicants must:

1. Fulfill any requirements for admission to both the college and the Associate Degree Nursing Program.
2. Complete the designated assessment testing process and any required remediation.
3. Complete the four prerequisite courses in English, Biology, Psychology and Mathematics with a grade point average of 2.5 or better. Complete the remaining prerequisite courses with a grade of "C" or better.
4. Submit a completed admission application packet to the nursing admission office at El Centro on or before the enrollment period deadline. Information sessions are available to further discuss the application process to the program.
5. Successfully complete a check-off procedure to validate proficiency in basic nursing skills and math.

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

CREDIT
HOURS

PREREQUISITES TO PROGRAM ADMISSION

BIOL 1470	Introduction to Human Anatomy and Physiology* OR	
BIOL 2401	Anatomy and Physiology I	4
BIOL 1472	Introduction to Human Anatomy and Physiology OR	
BIOL 2402	Anatomy and Physiology II	4
BIOL 2420	General Microbiology	4
ENGL 1301	Composition I	3
MATH 1314	College Algebra***	3
PSYC 2301	Introduction to Psychology	3
PSYC 2314	Developmental Psychology	3
SPCH 1311	Introduction to Speech Communication	3
		27

SEMESTER I

NURS 1570	Transition from Vocational to Professional Nursing**	5
		5

SEMESTER II

NURS 2870	Nursing of Adults with Commonly Occurring Health Problems	8
NURS 2375	Mental Health Nursing	3
+Elective	Humanities/Fine Arts	3
		14

SEMESTER III

NURS 2972	Advanced Medical-Surgical Nursing/Synthesis	9
NURS 2270	Transition to Professional Nursing ...	2
++Elective	3
		14

Minimum Hours Required 72

*Biology 1408 recommended prior to Biology 1470 if no previous high school biology.

**Upon successful completion of Nursing 1570, 12 hours of equivalency credit for Nursing 1870 and Nursing 1971 is awarded in addition to the 5 credit hours earned for Nursing 1570.

***MATH 1414 may be substituted.

+Humanities/Fine Arts Elective--must be selected from the following:

ARTS 1301	Art Appreciation	3
DRAM 1310	Introduction to Theatre	3
ENGL	(2000 Level Literature Course)	3
HUMA 1301	Introduction to the Humanities	3
MUSI 1306	Music Appreciation	3
PHIL 1301	Introduction to Philosophy	3
	Foreign Language or American Sign Language	4

++Elective may be selected from the following:

NURS 1370	Basic Pharmacology	3
NURS 1371	Introduction to Pathophysiology	3
	Any other course above the 1000 level.	

A "C" grade is required in all courses. Support courses must be completed before or during the semester indicated.

BUSINESS ADMINISTRATION

Offered at all seven campuses

(Associate Degree)

Degree Plan Number X43659

The Business Administration associate degree is designed for students seeking a broad program of study in all phases of business practices. This degree focuses not only at the core of management (principles of management, organizational behavior, and personnel administration) but also encompasses the critical areas of business operations (principles of marketing, accounting, and business law).

This curriculum pattern/degree plan will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at [\[http://www.dcccd.edu/admiss/dp.htm\]](http://www.dcccd.edu/admiss/dp.htm) or from an academic advisor beginning June 1, 1999.

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

COMPUTER INFORMATION SYSTEMS -- BUSINESS COMPUTER ASSISTANT

El Centro only

(Certificate)

(Students pursuing this certificate program are waived from TASP requirements.)

Degree Plan Number 552659

This one-year certificate program is designed to develop skills and knowledge related to the use of personal computers for business. The graduate will be qualified to be a trainee in any number of categories: personal computer operator/software package user, data entry specialist, or information processing assistant. A touch typing speed of 20 words per minute is suggested for most CISC courses with a lab component. Students are advised to develop this proficiency.

	CREDIT HOURS
SEMESTER I	
CISC 1470 Introduction to Computer Concepts and Applications	4
CISC 1471 Problem Solving with the Computer ..	4
CISC 1473 Systems Management/Operations I ¹ ..	4
BUSI 1301 Introduction to Business OR	
MGMT 1370 Principles of Management.....	3
ENGL 1301 Composition I	3
	18
SEMESTER II	
CISC 1372 Data Communications and Operating Systems	3
CISC 1474 Text Processing Applications	4
CISC 2476 Spreadsheet Applications	4
CISC 2478 PC Operating Systems and Utilities.....	4
CISC 7271 Cooperative Work Experience ²	2
SPCH 1311 Introduction to Speech Communication	3
	20
Minimum Hours Required	38

¹ CISC 2484, AS/400 Concepts level I, may be substituted for CISC 1473.

² CISC 7371 or 7471 may be substituted for CISC 7271.

COMPUTER INFORMATION SYSTEMS -- BUSINESS COMPUTER INFORMATION SYSTEMS

Offered at all seven campuses

(Associate Degree)

Degree Plan Number X42279

This option is designed to develop entry-level skills and knowledge in computer information systems. The option includes several business courses found in university degree programs as well as CISC courses which will prepare students for CISC course work at a university. A touch typing speed of 20 words per minute is suggested for most CISC courses with a lab component. Students are advised to develop this proficiency.

	CREDIT HOURS
SEMESTER I	
CISC 1470 Introduction to Computer Concepts and Applications	4
CISC 1471 Problem Solving with the Computer ..	4
BUSI 1301 Introduction to Business OR	
MGMT 1370 Principles of Management.....	3
ENGL 1301 Composition I	3
MATH 1324 Mathematics for Business and Economics I	3
	17
SEMESTER II	
CISC 1372 Data Communications and Operating Systems	3
CISC 1476 Programming I	4
ACCT 2301 Principles of Accounting I OR	3
ACCT 2401 Principles of Accounting I.....	(4)
MATH 1325 Mathematics for Business and Economics II	3
SPCH 1311 Introduction to Speech Communication	3
	16-17
SEMESTER III	
CISC 1477 Programming II OR	
CISC 1480 UNIX Operating System I.....	4
ACCT 2302 Principles of Accounting II OR	3
ACCT 2402 Principles of Accounting II.....	(4)
ECON 2301 Principles of Economics I	3
+Elective	3-4
Elective Humanities/Fine Arts	3
	16-18

SEMESTER IV

CISC 2474 C Programming OR	
CISC 2475 Microcomputer Assembly Language OR	
CISC 2490 UNIX Operating Systems II.....	4
CISC 2479 Systems Analysis and Design	4
ECON 2302 Principles of Economics II	3
Elective Social/Behavioral Science	3
	14

Minimum Hours Required63

+Elective--Any CISC course including but not limited to CISC 7271, CISC 7371 or CISC 7471

NOTE: Students may obtain credit toward a degree for only one of each of the pairs of courses listed below:

CISC 1373 or COSC 1310
CISC 2473 or COSC 2325

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

COMPUTER INFORMATION SYSTEMS -- BUSINESS SOFTWARE PROGRAMMER/DEVELOPER

Offered at all seven campuses

(Associate Degree)

Degree Plan Number X42669

This option is intended for the preparation of entry-level computer programmers who will work in an applications setting to support the information processing function. It is designed as a two-year career program to prepare students for direct entry into the work environment. It is intended to provide a sufficient foundation so the graduate with experience and continued learning may advance in career paths appropriate to their own particular interests and abilities. Touch typing speed of 20 words per minute is suggested for most CISC courses with a lab component. Students are advised to develop this proficiency.

	CREDIT HOURS
SEMESTER I	
CISC 1470 Introduction to Computer Concepts and Applications	4
CISC 1471 Problem Solving with the Computer ..	4
BUSI 1301 Introduction to Business OR	
MGMT 1370 Principles of Management	3
ENGL 1301 Composition I	3
MATH 1332 College Mathematics I ¹	3
	17
SEMESTER II	
CISC 1372 Data Communications and Operating Systems	3
CISC 1476 Programming I	4
CISC 2470 Control Language and Operating Environments OR	
CISC 2478 PC Operating Systems and Utilities OR	
CISC 1480 UNIX Operating Systems	4
PSYC 2302 Applied Psychology ²	3
SPCH 1311 Introduction to Speech Communication	3
	17
SEMESTER III	
CISC 2375 User Documentation and Training	3
CISC 2481 Database Applications	4
CISC XXXX CISC Programming Course ³	3-4
ACCT 2301 Principles of Accounting I OR	3
ACCT 2401 Principles of Accounting I	(4)
Elective Humanities/Fine Arts	3
	16-18

SEMESTER IV

CISC 2479 Systems Analysis and Design	4
CISC XXXX CISC Programming Course ⁴	3-4
CISC XXXX Any CISC Programming OR Application Development Course	3-4
+Elective	3-4
	13-16

Minimum Hours Required 63

+Elective--Any CISC or COSC course including but not limited to CISC 7271, CISC 7371, CISC 7471

NOTE: Students may obtain credit toward a degree for only one of each of the pairs of courses listed below:

CISC 1373 or COSC 1310
CISC 2473 or COSC 2325

¹ MATH 1324 may be substituted for MATH 1332.

² PSYC 2301 may be substituted for PSYC 2302.

³ First in a two-course programming language series or CISC 1477 or CISC 2490.

⁴ Second in a two-course programming language series or any CISC programming course if CISC 1477 or CISC 2490 is completed

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

COMPUTER INFORMATION SYSTEMS -- MIDRANGE COMPUTER CENTER SPECIALIST

El Centro only

(Associate Degree)

Degree Plan Number 542839

This option is intended to prepare students to function in programmer/analyst/operator positions within a midrange computer center. It may also serve as a career path for those completing the Midrange Computer Technician certificate program, as all courses within that curriculum can be applied to the first year of this curriculum. A touch typing speed of 20 words per minute is suggested for most CISC courses with a lab component. Students are advised to develop this proficiency.

	CREDIT HOURS
SEMESTER I	
CISC 1470 Introduction to Computer Concepts and Applications	4
CISC 1471 Problem Solving with the Computer ..	4
CISC 1473 Systems Management/Operations I ¹ ..	4
BUSI 1301 Introduction to Business OR	
MGMT 1370 Principles of Management.....	3
ENGL 1301 Composition I	3
	18
SEMESTER II	
CISC 1372 Data Communications and Operating Systems	3
CISC 1475 Systems Management /Operations II ²	4
CISC 2470 Control Language and Operating Environments	4
MATH 1332 College Mathematics I ⁴	3
SPCH 1311 Introduction to Speech Communication	3
	17
SEMESTER III	
CISC 1474 Text Processing Applications	4
CISC 1476 Programming I OR	
CISC 1478 RPG Programming.....	4
CISC 2478 PC Operating Systems and Utilities ..	4
ACCT 1371 Elementary Accounting ⁵	3
Elective Humanities/Fine Arts	3
	18

SEMESTER IV

CISC 2480 PC Hardware	4
CISC 1477 Programming II OR	
CISC 2492 RPG Interactive Subfile Processing.....	4
CISC 7271 Cooperative Work Experience ³	2
PSYC 2302 Applied Psychology ⁶	3
+Elective	3-4
	16

Minimum Hours Required69

+Elective--Any CISC or COSC course including but not limited to CISC 7271, CISC 7371, or CISC 7471

NOTE: Students may obtain credit toward a degree for only one of each of the pairs of courses listed below:

CISC 1373 or COSC 1310
CISC 2473 or COSC 2325

¹ CISC 2484, AS/400 Concepts Level I, may be substituted for CISC 1473.

² CISC 2484, AS/400 Concepts Level II, may be substituted for CISC 1475.

³ CISC 7371 or 7471 may be substituted for CISC 7271.

⁴ MATH 1324 may be substituted for MATH 1332.

⁵ ACCT 2301 or ACCT 2401 may be substituted for ACCT 1371.

⁶ PSYC 2301 may be substituted for PSYC 2302.

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

COMPUTER INFORMATION SYSTEMS -- MIDRANGE COMPUTER TECHNICIAN

El Centro only

(Certificate)

(Students pursuing this certificate program are waived from TASP requirements.)

Degree Plan Number 552299

This one-year certificate is designed to develop skills and knowledge to meet the demands of computer operations in any midrange environment. The graduate will be qualified to be a trainee in entry-level midrange computing positions. A touch typing speed of 20 words per minute is suggested for most CISC courses with a lab component. Students are advised to develop this proficiency.

	CREDIT HOURS
SEMESTER I	
CISC 1470	Introduction to Computer Concepts and Applications4
CISC 1471	Problem Solving with the Computer ..4
CISC 1473	Systems Management/Operations I ¹ .4
BUSI 1301	Introduction to Business OR
MGMT 1370	Principles of Management3
ENGL 1301	Composition I3
	18
SEMESTER II	
CISC 1372	Data Communications and Operating Systems 3
CISC 1475	Systems Management/Operations II ² 4
CISC 2470	Control Language and Operating Environments 4
CISC 2478	PC Operating Systems and Utilities ... 4
CISC 7271	Cooperative Work Experience ³ 2
SPCH 1311	Introduction to Speech Communication 3
	20
Minimum Hours Required38	

¹ CISC 2484, AS/400 Concepts Level I, may be substituted for CISC 1473.

² CISC 2484, AS/400 Concepts Level II, may be substituted for CISC 1475.

³ CISC 7371 or 7471 may be substituted for CISC 7271.

COMPUTER INFORMATION SYSTEMS -- PERSONAL COMPUTER SUPPORT

Eastfield, El Centro, Mountain View, and Richland only

(Associate Degree)

Degree Plan Number X42799

This program includes education/training to qualify students to provide support for personal computer users; to trouble-shoot software and hardware problems, implementing corrections where possible; to evaluate new software and hardware, matching company standards to product specifics; to install hardware and software, including equipment assembly and diagnostics; and to assist in the development of training courses and providing training for users.

A touch typing speed of 20 words per minute is suggested for most CISC courses with a lab component. Students are advised to develop this proficiency.

	CREDIT HOURS
SEMESTER I	
CISC 1470 Introduction to Computer Concepts and Applications	4
CISC 1471 Problem Solving with the Computer ..	4
BUSI 1301 Introduction to Business OR	
MGMT 1370 Principles of Management	3
ENGL 1301 Composition I	3
MATH 1332 College Mathematics I ¹	3
	17
SEMESTER II	
CISC 1372 Data Communications and Operating Systems	3
CISC 1474 Text Processing Applications	4
CISC 2476 Spreadsheet Applications	4
ACCT 1371 Elementary Accounting ²	3
SPCH 1311 Introduction to Speech Communication	3
	17
SEMESTER III	
CISC 2370 Fundamentals of Networking	3
CISC 2478 PC Operating Systems and Utilities ..	4
CISC 2480 PC Hardware	4
PSYC 2302 Applied Psychology ³	3
Elective Humanities/Fine Arts	3
	17

SEMESTER IV

CISC 2375 User Documentation and Training ...	3
CISC 2481 Database Applications	4
CISC 7371 Cooperative Work Experience OR	3
CISC 7471 Cooperative Work Experience	(4)
+Elective	3-4
	13-15

Minimum Hours Required64

+Elective - Any CISC course.

NOTE: Students may obtain credit toward a degree for only one of each pair of courses below:

CISC 1373 or COSC 1310
CISC 2473 or COSC 2325

¹ MATH 1324 may be substituted for MATH 1332

² ACCT 2301 or ACCT 2401 may be substituted for ACCT 1371

³ PSYC 2301 may be substituted for PSYC 2302.

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

CRIMINAL JUSTICE

Cedar Valley, Eastfield, El Centro and Mountain View only

(Associate Degree, Tech Prep Enhanced Skills Certificate)

Degree Plan Number X42449

The curriculum is designed for those with Criminal Justice backgrounds as well as for recent high school graduates interested in preparing for employment in the fields of law enforcement, corrections, probations and paroles or private security.

This curriculum pattern/degree plan will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at [<http://www.dcccd.edu/admiss/dp.htm>] or from an academic advisor beginning June 1, 1999.

TECH PREP ENHANCED SKILLS CERTIFICATES

These Enhanced Skills Certificates are attached to the Criminal Justice Associate Degree and provide the student advanced skills required by the industry to specialize in Human Services or Law Enforcement.

HUMAN SERVICES

Cedar Valley, Eastfield, El Centro and Mountain View only

(Students pursuing this certificate program are required to meet all TASP requirements.)

Degree Plan Number X37389

This curriculum pattern/degree plan will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at [<http://www.dcccd.edu/admiss/dp.htm>] or from an academic advisor beginning June 1, 1999.

LAW ENFORCEMENT

Cedar Valley, Eastfield, El Centro and Mountain View only

(Students pursuing this certificate program are required to meet all TASP requirements.)

Degree Plan Number X37399

This curriculum pattern/degree plan will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at [<http://www.dcccd.edu/admiss/dp.htm>] or from an academic advisor beginning June 1, 1999.

This is a Tech Prep program. Students interested in pursuing the Tech Prep Enhanced Skills certificate need to consult with their advisor.

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

CRIMINAL JUSTICE

Cedar Valley, Eastfield, El Centro and Mountain View only

(Certificate)

(Students pursuing this certificate program are required to meet all TASP requirements.)

Degree Plan Number X53939

This certificate is attached to the Criminal Justice Associate Degree and provides the student the skills and academic requirements necessary to qualify for a law enforcement agency with a minimum 45 semester-hour requirement.

This curriculum pattern/degree plan will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at [\[http://www.dcccd.edu/admiss/dp.htm\]](http://www.dcccd.edu/admiss/dp.htm) or from an academic advisor beginning June 1, 1999.

CRIMINAL JUSTICE

Cedar Valley, Eastfield, El Centro and Mountain View only

(Certificate)

(Students pursuing this certificate program are waived from TASP requirements.)

Degree Plan Number X53949

This certificate is attached to the Criminal Justice Associate Degree and provides the student the skills and academic requirements necessary to qualify for a law enforcement agency with a minimum 30 semester-hour requirement.

This curriculum pattern/degree plan will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at [\[http://www.dcccd.edu/admiss/dp.htm\]](http://www.dcccd.edu/admiss/dp.htm) or from an academic advisor beginning June 1, 1999.

DIAGNOSTIC MEDICAL SONOGRAPHY

El Centro only

(Associate Degree)

Degree Plan Number 543899

The Diagnostic Medical Sonography program prepares the student to function as a medical sonographer.

The diagnostic medical sonographer performs sonography examinations using high frequency sound waves to visualize soft tissue structures, including the gall bladder, kidneys, pregnant uterus and other organs as requested by the physician.

This program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP, 35 East Wacker Drive, Suite 1970, Chicago, Illinois 60601-2208: Telephone number 312-553-9355) and (JRC-DMS, 7108-C South Alton Way, Englewood, CO 80112-3533: Telephone number 303-741-3533) in cooperation with the Joint Review Committee on Education in Diagnostic Medical Sonography.

Admission requirements include an information session, satisfactory scores on pre-entrance assessment testing, rank ordering by grade point, interviews and recommendation letters, and completion of all requirements for admission as a full-time student to the college. Contact the Assessment Center at El Centro College to sign up for the assessment tests and, Health Occupations Admissions to receive an information packet.

CREDIT
HOURS

CORE CURRICULUM

PROGRAM PREREQUISITES

BIOL 1470	Introduction to Human Anatomy and Physiology	OR	
BIOL 2401	Anatomy and Physiology I		4
MATH 1314	College Algebra	OR	3
MATH 1414	College Algebra		(4)
ENGL 1301	Composition I		3
			10

SEMESTER I

(FALL 1ST YEAR)

BIOL 1472	Introduction to Human Anatomy and Physiology	OR	
BIOL 2402	Anatomy and Physiology II		4
HOCC 1270	Basic Skills I		2
HOCC 1272	Introduction to the Health Care Environment		2
HOCC 1274	Wellness		2
PSYC 2301	Introduction to Psychology		3
			13

SEMESTER II

HOCC 1271	Basic Skills II	2
HOCC 1273	Introduction to Human Diseases	2
HOCC 1370	Health Careers Pharmacology	3
Elective	Humanities	3
SPCH 1311	Introduction to Speech Communications	3
		13

SEMESTER III

(FALL)

SONO 2377	Sonographic Cross-Sectional Anatomy	3
SONO 2378	Advanced Acoustical Physics	3
SONO 2375	Practicum I	3
SONO 2475	Sonography I	4
		13

SEMESTER IV

(SPRING)

SONO 2173	Ultrasound Instrumentation	1
SONO 2476	Sonography II	4
SONO 2376	Practicum II	3
SONO 2275	Pathophysiology	2
		10

SEMESTER V

(SUMMER)

SONO 2171	Sonography III	1
SONO 2276	Practicum III	2
		3

SEMESTER VI

(SUMMER)

SONO 2277	Practicum IV	2
SONO 2174	Sonography IV	1
		3

SEMESTER VII

(FALL)

SONO 2477	Practicum V	4
SONO 2379	Sonography V	3
		7

Minimum Hours Required 72

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

DIAGNOSTIC MEDICAL SONOGRAPHY

El Centro only

(Certificate)

(Students pursuing this certificate program are waived from TASP requirements.)

Degree Plan Number 553909

The Diagnostic Medical Sonography Certificate Option is for students having at least a previous Associate Degree in a designated allied health field or a B.S. degree with a major in a science discipline. Potential students will be considered on an individual basis to determine if they have an adequate background in anatomy and physiology, math and physics. Upon completion, a certificate will be awarded.

The diagnostic medical sonographer performs sonography examinations using high-frequency sound waves to visualize soft tissue structures including the gall bladder, kidneys, pregnant uterus, and other organs as requested by the physician.

This program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP, 35 East Wacker Drive, Suite 1970, Chicago, Illinois 60601-2208: Telephone number 312-553-9355) in cooperation with the Joint Review Committee on Education in Diagnostic Medical Sonography (JRC-DMS, 7108-C South Alton Way, Englewood, CO 80112-3533: Telephone number 303-741-3533).

Admission requirements include an information session, satisfactory scores on pre-entrance assessment testing, rank ordering by grade point, interviews and recommendation letters, and completion of all requirements for admission as a full-time student to the college. Contact the Assessment Center at El Centro College to sign up for the assessment tests and, Health Occupations Admissions to receive an information packet.

CREDIT
HOURS

PREREQUISITES:

Certificate applicants must have two of the three common learning courses prior to acceptance into the program. These courses include:

MATH 1314	College Algebra*	3
ENGL 1301	Composition I	3
SPCH 1311	Introduction to Speech Communication	3

SEMESTER III (FALL)

SONO 2377	Sonographic Cross-Sectional Anatomy	3
SONO 2378	Advanced Acoustical Physics	3
SONO 2375	Practicum I	3
SONO 2475	Sonography I	4
		13

SEMESTER IV (SPRING)

SONO 2173	Ultrasound Instrumentation	1
SONO 2476	Sonography II	4
SONO 2376	Practicum II	3
SONO 2275	Pathophysiology	2
		10

SEMESTER V (SUMMER)

SONO 2171	Sonography III	1
SONO 2276	Practicum III	2
		3

SEMESTER VI (SUMMER)

SONO 2277	Practicum IV	2
SONO 2174	Sonography IV	1
		3

SEMESTER VII (FALL)

SONO 2477	Practicum V	4
SONO 2379	Sonography V	3
		7

Minimum Hours Required36

*MATH 1414 may be substituted.

ECHOCARDIOLOGY TECHNOLOGY

El Centro only

(Associate Degree)

Degree Plan Number 544279

The Echocardiology Technology program is a two-year program that prepares students to function as an Echocardiographer. The first year of the program consists of general education and health occupations core courses. The second year of the program provides intensive didactic and clinical training in the medical specialty of Echocardiology.

The Echocardiology technologist performs cardiovascular examinations to produce a picture of a heart and great vessels using high-frequency sound waves. These examinations are used to diagnose congenital heart disease, valvular disease, pericardial disease, cardiomyopathy, and other cardiovascular disorders. Types of examinations include 2D and 3D Echo, M-mode and color flow Doppler, as well as Transesophageal and Stress Studies. The Echocardiographer may work in hospitals, clinics and physicians offices.

Admission requirements include an information session, satisfactory scores on pre-entrance assessment testing, completion of program prerequisite courses with a cumulative grade point of 2.5 or higher, completion of all requirements for admissions as a full-time student to the college. Applicants are rank-ordered for admission based on grade point earned on prerequisite courses, interviews and recommendation letters. Contact the Assessment Center at El Centro College to sign up for the assessment tests and, Health Occupations Admissions to receive an information packet.

	CREDIT HOURS
CORE CURRICULUM	

PROGRAM PREREQUISITES

BIOL 1470	Introduction to Human Anatomy and Physiology	OR	
BIOL 2401	Anatomy and Physiology I		4
MATH 1314	College Algebra	OR	3
MATH 1414	College Algebra		(4)
ENGL 1301	Composition I		3
			10

SEMESTER I (FALL FIRST YEAR)

BIOL 1472	Introduction to Human Anatomy and Physiology	OR	
BIOL 2402	Anatomy and Physiology II		4
HOCC 1270	Basic Skills I		2
HOCC 1272	Introduction to the Health Care Environment		2
HOCC 1274	Wellness		2
PSYC 2302	Applied Psychology	OR	
PSYC 2301	Introduction to Psychology		3
			13

SEMESTER II

HOCC 1271	Basic Skills II		2
HOCC 1273	Introduction to Human Diseases		2
HOCC 1370	Health Careers Pharmacology		3
Elective	Humanities		3
SPCH 1311	Introduction to Speech Communications		3
			13

SEMESTER III (SUMMER – 10 weeks)

ECHO 1370	Echocardiology Lab Fundamentals		3
ECHO 1270	Introduction to the Echocardiology Lab		2
			5

SEMESTER IV

ECHO 2470	Echocardiology I		4
ECHO 2670	Echocardiology Clinical I		6
			10

SEMESTER V

ECHO 2471	Echocardiology II		4
ECHO 2671	Echocardiology Clinical II		6
			10

Minimum Hours Requested61

ECHOCARDIOLOGY TECHNOLOGY

El Centro only

(Certificate)

Degree Plan Number 544289

The Echocardiology Technology Certificate Option is for a student having at least a previous Associate Degree in a designated allied health field or a B.S. degree with a major in a science discipline. Potential students will be considered on an individual basis to determine if they have an adequate background in anatomy and physiology and math and physics. A background in basic ECGs and pharmacology is also required. Upon completion, a certificate will be awarded.

The Echocardiology technologist performs cardiovascular examinations to produce a picture of a heart and great vessels using high-frequency sound waves. These examinations are used to diagnose congenital heart disease, valvular disease, pericardial disease, cardiomyopathy, and other cardiovascular disorders. Types of examinations include 2D and 3D Echo, M-mode and color flow Doppler, as well as Transesophageal and Stress Studies. The Echocardiographer may work in hospitals, clinics and physicians offices.

Admission requirements include an information session, satisfactory scores on pre-entrance assessment testing, completion of program prerequisite courses with a cumulative grade point of 2.5 or higher, completion of all requirements for admissions as a full-time student to the college. Applicants are rank-ordered for admission based on grade point earned on prerequisite courses, interviews and recommendation letters. Contact the Assessment Center at El Centro College to sign up for the assessment tests and, Health Occupations Admissions to receive an information packet.

	CREDIT HOURS
PROGRAM PREREQUISITES	
MATH 1314 College Algebra OR	3
MATH 1414 College Algebra	(4)
ENGL 1301 Composition I	3
SPCH 1311 Introduction to Speech Communications	3
	9

SEMESTER I

(SUMMER – 10 weeks)

ECHO 1370	Echocardiology Lab Fundamentals	3
ECHO 1270	Introduction to the Echocardiology Lab	2
		5

SEMESTER II

(FALL)

ECHO 2470	Echocardiology I	4
ECHO 2670	Echocardiology Clinical I	6
		10

SEMESTER III

(SPRING)

ECHO 2471	Echocardiology II	4
ECHO 2671	Echocardiology Clinical II	6
		10

Minimum Hours Requested 34

EDUCATIONAL PERSONNEL

El Centro and Richland only

(Associate Degree)

Degree Plan Number X42889

This program is designed to prepare educational personnel in a wide range of competencies needed for effective roles in public and nonpublic schools. A student can take courses required for the one year Educational Assistant Certificate and continue in the program to receive the two-year Associate in Applied Sciences Degree.

Educational personnel are employed under job titles such as teacher aide, assistant teacher, library assistant, P.E. aide, study hall teacher, tutor, tutoring coordinator, youth worker, special education aides, etc. Individuals working with handicapped children have found this program to be especially beneficial.

The program offered at El Centro College is under the administration of Richland College. Students apply for admission and attend classes at El Centro but receive their degrees from Richland.

Ask about special articulation agreements that utilize this program as the first two years of area University Teacher Education Programs.

	CREDIT HOURS
SEMESTER I	
EDUC 1370	Language Skills for Educational Personnel 3
EDUC 1371	Introduction to Educational Processes I 3
SPCH 1311	Introduction to Speech Communication 3
Elective	Any Non-EDUC Course 3
HIST 1301	History of the United States OR
+Elective	Social/Behavioral Science 3
	15

SEMESTER II	
EDUC 1375	Principles and Practices of Multi-Cultural Communications 3
EDUC 2370	Computer Instruction for Educators 3
ENGL 1301	Composition I 3
HIST 1302	History of the United States 3
Elective 3
	15

SEMESTER III	
EDUC 2373	The Exceptional Child 3
EDUC 7271	Cooperative Work Experience* OR .. 2
EDUC 7371	Cooperative Work Experience* OR (3)
EDUC 7471	Cooperative Work Experience (4)
ENGL 1302	Composition II 3
GOVT 2301	American Government OR
Elective 3
++Elective	Humanities/Fine Arts 3
	14-16

SEMESTER IV	
EDUC 7272	Cooperative Work Experience* OR .. 2
EDUC 7372	Cooperative Work Experience* OR (3)
EDUC 7472	Cooperative Work Experience (4)
GOVT 2302	American Government OR
Elective 3
MATH 1314	College Algebra OR 3
MATH 1414	College Algebra OR (4)
MATH 1335	Fundamental Concepts of Mathematics for Elementary Teachers 3
+++Elective 4-6
	12-16

Minimum Hours Required 60

Electives--should be selected in consultation with the Educational Personnel Program Coordinator.

+Elective--must be selected from the following:

PSYC	2301	Introduction to Psychology 3
PSYC	2314	Developmental Psychology 3
SOCI	1301	Introduction to Sociology 3
SOCI	1306	Social Problems 3
SOCI	2319	Race, Ethnicity and Community 3

++Elective--must be selected from the following:

ARTS	1301	Art Appreciation 3
DRAM	1310	Introduction to the Theatre 3
HUMA	1301	Introduction to the Humanities 3
MUSI	1306	Music Appreciation 3
PHIL	1301	Introduction to Philosophy 3

+++Elective--must be selected from the following:

BIOL	1408	Biological Science 4
BIOL	1409	Biological Science 4
CHEM	1405	Introductory Chemistry I 4
CHEM	1407	Introductory Chemistry II 4
OFCT	1375	Beginning Keyboarding 3
OFCT	1376	Intermediate Keyboarding 3
PHYS	1311	Descriptive Astronomy 3
PHYS	1312	General Astronomy 3

*If less than 4 hours of Cooperative Work Experience are taken, student must take additional electives to meet the minimum hours required.

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

EDUCATIONAL PERSONNEL -- BILINGUAL/ESL OPTION

El Centro and Richland only

(Associate Degree)

Degree Plan Number X42899

The Bilingual/ESL Option in the Educational Personnel Program is designed to prepare the student to assist in the instructional development of children who have a limited English proficiency.

The Associate in Applied Sciences Degree is awarded for successful completion of at least 64 credit hours as outlined.

Ask about special articulation agreements that utilize this program as the first two years of area University Teacher Education Programs.

	CREDIT HOURS
SEMESTER I	
EDUC 1371 Introduction to Educational Processes I	3
EDUC 1375 Principles and Practices of Multicultural Communications	3
ENGL 1301 Composition I	3
HIST 1301 History of the United States	3
SPAN 1411 Beginning Spanish	4
	16
SEMESTER II	
EDUC 1370 Language Skills for Educational Personnel	3
ENGL 1302 Composition II	3
HIST 1302 History of the United States	3
MATH 1335 Fundamental Concepts of Mathematics for Elementary Teachers OR	
MATH 1314 College Algebra OR	3
MATH 1414 College Algebra	(4)
SPAN 1412 Beginning Spanish	4
	16-17
SEMESTER III	
EDUC 1377 Bilingual Education: Philosophy, Techniques, Materials	3
EDUC 2370 Computer Instruction for Educators	3
PSYC 2301 Introduction to Psychology	3
SPCH 1311 Introduction to Speech Communication	3
+Elective Humanities/Fine Arts	3
Elective Any Non-EDUC Course	3
	18

SEMESTER IV

EDUC 2371 Techniques for Teaching English to Non-Native Speakers	3
EDUC 2373 Exceptional Child	3
EDUC 7271 Cooperative Work Experience OR	(2)
EDUC 7371 Cooperative Work Experience OR	(3)
EDUC 7471 Cooperative Work Experience	4
GOVT 2301 American Government	3
++Elective	3-4
	14-17

Minimum Hours Required..... 64

+Elective--must be selected from the following:

ARTS	1301	Art Appreciation	3
HUMA	1301	Introduction to the Humanities	3
MUSI	1306	Music Appreciation	3

++Elective--must be selected from the following:

BUSI	1301	Introduction to Business	3
BIOL	1406	General Biology OR	
BIOL	1408	Biological Science	4
OFCT	1375	Beginning Keyboarding	3
PHYS	1415	Physical Science	4

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

EDUCATIONAL PERSONNEL -- EDUCATIONAL ASSISTANT

El Centro and Richland only

(Certificate)

(Students pursuing this certificate program are waived from TASP requirements.)

Degree Plan Number X52909

This Educational Assistant certificate program provides the student with the basic knowledge and skills to work effectively in public schools as an educational aide or teacher assistant. All courses taken in this certificate program will apply to the Associate Degree program in Educational Personnel as well as to the Bilingual/ESL Option.

	CREDIT HOURS
SEMESTER I	
EDUC 1371 Introduction to Educational Processes I	3
EDUC XXXX Any EDUC Course	3
SPCH 1311 Introduction to Speech Communication OR	
MATH 1314 College Algebra OR	3
MATH 1414 College Algebra OR	(4)
MATH 1335 Fundamental Concepts of Mathematics for Elementary Teachers	(3)
+Technical Electives	6
	15-16
SEMESTER II	
EDUC 1370 Language Skills for Educational Personnel	3
EDUC 1375 Principles and Practices of Multicultural Communications	3
EDUC 2373 The Exceptional Child	3
ENGL 1301 Composition I	3
+Technical Elective	3
	15
Minimum Hours Required	30

+Technical Electives--must be selected from the following:

COMM 1370	Applied Communications	3
EDUC 1372	Introduction to Educational Processes II	3
EDUC 1373	Introduction to Media	3
EDUC 2370	Computer Instruction for Educators	3
EDUC 2170	Diversified Studies	1
EDUC 2270	Diversified Studies	2
EDUC 2372	Diversified Studies	3
EDUC 7271	Cooperative Work Experience	2
EDUC 7371	Cooperative Work Experience	3
EDUC 7471	Cooperative Work Experience	4
EDUC 7272	Cooperative Work Experience	2
EDUC 7372	Cooperative Work Experience	3
EDUC 7472	Cooperative Work Experience	4
ENGL 1301	Composition I	3
EITP 1470	Beginning Sign Language	4
EITP 1471	Intermediate Sign Language	4
ENGL 1302	Composition II	3
ENGL	(2000 Level Literature Course)	3
HDEV 1370	Educational and Career Planning	3
MATH 1335	Fundamental Concepts of Mathematics for Elementary Teachers OR Mathematics Elective	3
OFCT 1375	Beginning Keyboarding	3
OFCT 1376	Intermediate Keyboarding	3
PHED 1304	Fundamentals of Health	3
PHED 1301	Introduction to Physical Education	3
PHED 1306	Advanced First Aid and Emergency Care	3
PSYC 2301	Introduction to Psychology	3
PSYC 2314	Developmental Psychology	3
SOCI 1301	Introduction to Sociology	3
SOCI 1306	Social Problems	3
SOCI 2301	Marriage and Family	3
SOCI 2319	Race, Ethnicity and Community	3
SPCH 1315	Fundamentals of Public Speaking	3
SPCH 1342	Voice and Articulation	3

Art or music as appropriate and approved by EDUC instructor. Other courses occupationally appropriate and approved by the EDUC instructor.

FASHION DESIGN

El Centro only

(Associate Degree)

The Fashion design freshman student is provided a core curriculum of study related to the fashion industry. The basic fashion core, along with the general education courses, enables the student to enter a specialized track of either Apparel Design or Pattern Design in the second year of studies. Upon completion an Associate of Applied Arts Degree is awarded.

This curriculum pattern/degree plan will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at [<http://www.dcccd.edu/admiss/dp.htm>] or from an academic advisor beginning June 1, 1999.

FASHION DESIGN--APPAREL DESIGN

El Centro only

(Associate Degree)

Degree Plan Number 543979

The apparel designer converts the design idea into an industrial paper pattern used in the mass production of clothing. New style trends each season demand individual creative thinking to develop saleable designs. Upon successful completion of the program, the student enters a women's wear or children's wear manufacturing company as an assistant in the design department.

This curriculum pattern/degree plan will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at [<http://www.dcccd.edu/admiss/dp.htm>] or from an academic advisor beginning June 1, 1999.

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

FASHION DESIGN--PATTERN DESIGN

El Centro only

(Associate Degree)

Degree Plan Number 543989

The pattern designer converts the fashion sketch or original garment into an industrial paper pattern used in the mass production of clothing. Drafting is the skill of developing a flat pattern with measurements. Draping is the skill of developing a pattern by placing cloth over a dress form. Upon completion of the program, the student enters a women's wear or children's wear manufacturing company as an assistant in the pattern department.

This curriculum pattern/degree plan will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at [<http://www.dcccd.edu/admiss/dp.htm>] or from an academic advisor beginning June 1, 1999.

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

FOOD AND HOSPITALITY SERVICE

El Centro only

(Associate Degree)

Degree Plan Number 542609

The Food and Hospitality Service Program trains students to assume responsible positions in the Food Hospitality industry. Courses are designed to cover the various operational functions of restaurants, clubs, cafeterias, coffee shops and other types of hospitality service.

	CREDIT HOURS
SEMESTER I	
FHSV 1370 Principles of Food and Beverage Administration* OR	
FHSV 1372 Organization and Management* OR	
FHSV 1374 Principles of Hotel Administration	3
FHSV 1376 Food Service Equipment	3
FHSV 1377 Basic Food Preparation	3
FHSV 1379 Food Service Sanitation and Safety	3
ENGL 1301 Composition I	3
MATH 1371 Business Mathematics	3
	18

SEMESTER II	
FHSV 1371 Dining Room Service Management	3
FHSV 1375 Supervision for Hospitality Services	3
FHSV 1378 Advanced Food Preparation	3
FHSV 1380 Food Purchasing, Handling and Storage	3
FHSV 1381 Nutrition and Menu Planning	3
SPCH 1311 Introduction to Speech Communication	3
	18

SEMESTER III	
FHSV 2470 Quantity Food Preparation and Service	4
FHSV 2374 Food Marketing** OR	
FHSV 2379 Advanced Nutrition and Dietetics** OR	
FHSV 2380 Child Nutrition OR	
FHSV 2372 Hotel-Motel Sales Development**	3
FHSV 7471 Cooperative Work Experience	4
++Elective Humanities/Fine Arts	3
+++Elective Natural Science	3
	17

SEMESTER IV	
FHSV 1382 Food Service Cost Control	3
FHSV 2471 Advanced Quantity Food Preparation and Service	4
FHSV 7472 Cooperative Work Experience	4
PSYC 2302 Applied Psychology OR	
PSYC 2301 Introduction to Psychology	3
+Elective	3
	17

Minimum Hours Required70

*Electives--must be selected from the following:

FHSV 1373	Front Office Procedures	3
FHSV 1383	Elementary Bakery Training	3
FHSV 1385	Bakery Operations and Management	3
FHSV 2170	Hotel-Restaurant-Institution-Special Topics	1
FHSV 2270	Hotel-Restaurant-Institution-Special Topics	2
FHSV 2370	Hotel-Restaurant-Institution-Special Topics	3
FHSV 2371	Hotel-Restaurant-Institution-Special Topics	3
FHSV 2373	Hotel-Motel Law	3
FHSV 2374	Food Marketing	3
FHSV 2375	Garde-Manger Training	3
FHSV 2376	Saucier Training	3
FHSV 2377	Advanced Pastry Shop Training	3
FHSV 2378	Beverage Operations and Service	3
FHSV 2379	Advanced Nutrition and Dietetics	3
ACCT 2301	Principles of Accounting I OR	3
ACCT 2401	Principles of Accounting I	4
BUSI 2301	Business Law	3
ECON 1303	Economics of Contemporary Social Issues	3
ECON 2301	Principles of Economics I	3

++Electives--must be selected from the following:

ARTS 1301	Art Appreciation	3
ENGL 2322	British Literature	3
ENGL 2327	American Literature	3
HUMA 1301	Introduction to the Humanities	3
MUSI 1306	Music Appreciation	3
PHIL 1301	Introduction to Philosophy	3
DRAM 1310	Introduction to Theatre	3
	Foreign Language or American Sign Language	4

+++Elective--must be selected from Astronomy, Biology, Chemistry, Earth Science, Ecology, Geology, Physical Science or Physics.

*FHSV 1370 is recommended for those interested in Commercial Food Service - such as restaurants.

*FHSV 1372 is recommended for those interested in Institutional Food Service - such as school and hospitals.

*FHSV 1373 or 1374 is recommended for those interested in Hotel/Motel Management.

*FHSV 1385 is recommended for those interested in Bakery Training.

**FHSV 2372 or 2373 is recommended for those interested in Hotel/Motel Management.

**FHSV 2374 or 2378 is suggested for those interested in Restaurant Management.

**FHSV 2379 is suggested for those interested in the areas of hospital dietetics.

**FHSV 2380 is suggested for those interested in the fields of child nutrition.

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

FOOD AND HOSPITALITY SERVICE

El Centro only

(Certificate)

(Students pursuing this certificate program are waived from TASP requirements.)

Degree Plan Number 552619

This certificate program prepares the student to function as a hospitality services worker. All credits earned in this program may be applied toward the Associate Degree in Food and Hospitality Service.

	CREDIT HOURS
SEMESTER I	
FHSV 1370 Principles of Food and Beverage Administration OR	
FHSV 1372 Organization and Management OR	
FHSV 1374 Principles of Hotel Administration ...	3
FHSV 1376 Food Service Equipment	3
FHSV 1377 Basic Food Preparation	3
FHSV 1379 Food Service Sanitation and Safety ...	3
MATH 1371 Business Mathematics	3
	15
SEMESTER II	
FHSV 1375 Supervision for Hospitality Services	3
FHSV 1378 Advanced Food Preparation	3
FHSV 1381 Nutrition and Menu Planning	3
FHSV 1382 Food Service Cost Control	3
FHSV 2374 Food Marketing OR	
FHSV 2379 Advanced Nutrition and Dietetics OR	
FHSV 2380 Child Nutrition and Dietetics OR	
FHSV 2372 Hotel-Motel Sales Development	3
SPCH 1311 Introduction to Speech Communication	3
	18
Minimum Hours Required.....	33

FOOD AND HOSPITALITY SERVICE -- BAKERY/PASTRY

El Centro only

(Certificate)

(Students pursuing this certificate program are required to meet all TASP requirements.)

Degree Plan Number 553619

This certificate program prepares the student to function in a bakeshop or pastry shop. Credits earned may be applied toward an associate degree.

	CREDIT HOURS
SEMESTER I	
FHSV 1379 Food Service Sanitation and Safety.....	3
FHSV 1383 Elementary Bakery Training OR	
FHSV 1384 Breads and Rolls	3
FHSV 2271 Entry Level Cake Decorating	2
MATH 1371 Business Mathematics	3
	11
SEMESTER II	
FHSV 1384 Breads and Rolls OR	
FHSV 1383 Elementary Bakery Training	3
FHSV 1386 Pies, Tarts, Tea Cakes and Cookies	3
FHSV 1385 Bakery Operations and Management	3
FHSV 1375 Supervision for Hospitality Services	3
	12
SEMESTER III	
FHSV 1387 Laminated Doughs, Pate A Choux and Donuts	3
FHSV 2377 Advanced Pastry Shop Training I ...	3
FHSV 7471 Cooperative Work Experience	4
SPCH 1311 Introduction to Speech Communication OR	
ENGL 1301 Composition I	3
	13
SEMESTER IV	
FHSV 2381 Advanced Pastry Shop Training II ...	3
FHSV 7472 Cooperative Work Experience	4
+Elective Food and Hospitality Service.....	2-3
	9-10
Minimum Hours Required	45

+Elective--Food and Hospitality Service elective must be selected from:

FHSV	1377	Basic Food Preparation	3
FHSV	1380	Food Purchasing, Handling, and Storage	3
FHSV	2374	Food Marketing	3
FHSV	2382	Special Topics in Baking/Pastry	3
FHSV	2272	Intermediate Cake Decorating	2

INTERIOR DESIGN

El Centro only

(First Professional Level Certificate in Interior Design)

(Associate Degree-Semesters I through IV)

Degree Plan Number 540339

The Interior Design Department offers both a 2-year Associate Degree in Interior Design and a 3-year Professional Certificate in Interior Design. The Professional Certificate program is accredited by the Foundation for Interior Design Education Research (FIDER). In order to be awarded the Professional Certificate, the candidate must have completed a total of 120 credit hours of college-level course work, including the Interior Design degree plan described below.

An Interior Designer is an individual who identifies, researches, and creatively solves problems relating to the functions and aesthetics of the interior environment, including issues pertaining to life safety. The Interior Designer must possess specialized knowledge in interior construction, equipment, materials, furniture and building codes.

Formal training in Interior Design prepares the individual to begin work as a design assistant and to possibly progress to full professional status and independent practice. In order to be fully licensed as an Interior Designer by the State of Texas, one must have an appropriate combination of formal education and practical experience, and must also pass a formal examination administered by the National Council for Interior Design Qualification (NCIDQ).

	CREDIT HOURS
FALL - SEMESTER I	
INTD 1370 Color Theory and Applications for Interior Designers*	3
INTD 1374 Interior Design Studio I*	3
INTD 1371 Drafting for Interior Designers*	3
ARTS 1303 Survey of Art History OR	
ARTS 1304 Survey of Art History	3
ARTS 1316 Drawing I	3
	15

SPRING - SEMESTER II	
INTD 1375 Interior Design Studio II*	3
INTD 1372 Construction Drawings for Interior Designers*	3
INTD 1376 Perspective Drawing and Design Sketching*	3
INTD 1373 History of Modern Design*	3
ENGL 1301 Composition I	3
	15

SUMMER SESSION I

HUMA 1301 Introduction to the Humanities OR	
PHIL 1301 Introduction to Philosophy OR	
Foreign Language (on approval) OR	
American Sign Language (on approval)	3
MATH 1314 College Algebra OR	3
MATH 1414 College Algebra	(4)
	6

SUMMER SESSION II

PSYC 2301 Introduction to Psychology OR	
PSYC 2302 Applied Psychology	3
SPCH 1311 Introduction to Speech Communication	3
	6

FALL - SEMESTER III

INTD 2371 Interior Design Studio III	3
INTD 2373 Rendering for Interior Design	3
INTD 2374 Textiles for Interior Design	3
INTD 2377 History of the Interior Arts	3
ARCH 1315 Computer Graphics	3
	15

SPRING - SEMESTER IV

INTD 2372 Interior Design Studio IV	3
INTD 2375 Materials for Interior Design	3
INTD 2376 Lighting Design	3
INTD 2378 Comparative Survey of Styles	3
Elective Any Non-INTD Course	3
	15

Minimum Hours Required For Associate Degree72

FALL - SEMESTER V

INTD 3370 Interior Design Studio V	3
INTD 3374 Directed Design Research	3
INTD 3372 Professional Practice for Interior Designers	3
INTD 3373 Restoration and Preservation	3
	12

SPRING - SEMESTER VI

INTD 3470 Interior Design Studio VI	4
INTD 3375 Directed Design Studies	3
INTD 7271 Cooperative Work Experience** OR	2
INTD 7371 Cooperative Work Experience**	(3)
ARCH 2371 Architectural Computer Graphics II	3
	12-13

Degree Plan Total96

Minimum Hours Required for
Professional Certificate 120

Upon completion of the course work required for semesters one through six and an additional twenty-four credit hours of approved course work (as required by F.I.D.E.R.), the student will qualify for the "First Professional Degree Level Certificate" in Interior Design.

*A required prerequisite for INTD 2371.

**Also offered in summer as flex-entry.

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

INTERNET PUBLISHING, TRAINING AND COMMERCE TECHNOLOGY

El Centro only

(Certificate)

(Students pursuing this certificate program are
waived from TASP requirements.)

Degree Plan Number 554049

This El Centro College Internet Publishing, Training and Commerce Program is designed to prepare individuals to perform the duties of Web Site Production Specialists who function as members of a Webmaster Team. The Certificate Option curricula is designed to provide a series of courses teaching students how to integrate text, still graphics, audio and video materials into a digital, media-rich information, training and electronic commerce space. The program is three semesters in length, awarding 37 credit hours upon successful completion.

	CREDIT HOURS
SEMESTER I	
ENGL 1301	Composition I.....3
ARTS 1311	2D Design.....3
WEBT 1270	The Multimedia/Internet Computer: Components and Operating Systems.....2
WEBT 1271	Introduction to Internet Publishing.....2
WEBT 1272	Digital Media Production.....2
	12
SEMESTER II	
WEBT 1273	Instructional Design for Interactive Publishing.....2
WEBT 1274	Writing for Interactive Publishing.....2
WEBT 1275	Digital Graphics and Advanced Visual Design.....2
WEBT 1276	Web Site Production Techniques.....2
WEBT 1277	Authoring Web-Based Training.....2
WEBT 1278	2D Digital Animation for Internet Publishing.....2
	12

SEMESTER III	
SPCH 1311	Introduction to Speech Communication.....3
WEBT 1279	Virtual Reality for Internet Publishing 2
WEBT 1280	Web-Based Marketing and Commerce.....2
WEBT 1281	Managing Large-Scale Interactive Projects.....2
WEBT 1282	Authoring for New Media.....2
WEBT 1283	Portfolio.....2
	13
Minimum Hours Required.....37	

INTERNET PUBLISHING, TRAINING AND COMMERCE TECHNOLOGY

El Centro only

(Advanced Certificate)

(Students pursuing this certificate program are required to meet all TASP requirements.)

Degree Plan Number 554059

The El Centro College Internet Publishing, Training and Commerce Program's Advanced Certificate Option is designed to prepare individuals in advanced management of Web server technology. Skills taught allow the Web Site Production Specialist to configure Web servers to provide secure transactions, private communications and data base access. Site maintenance and management of server security are also implemented.

The Advanced Certificate requires successful completion of the Internet Publishing, Training and Commerce Technology Certificate Option prior to admission. Upon successful completion of a fourth semester, graduates will earn an additional 12 credit hours; earning a grand total of 49 credit hours for the Advanced Certificate Option.

	CREDIT HOURS
SEMESTER I	
ENGL 1301 Composition I	3
ARTS 1311 2D Design	3
WEBT 1270 The Multimedia/Internet Computer: Components and Operating Systems	2
WEBT 1271 Introduction to Internet Publishing	2
WEBT 1272 Digital Media Production	2
	12
SEMESTER II	
WEBT 1273 Instructional Design for Interactive Publishing	2
WEBT 1274 Writing for Interactive Publishing	2
WEBT 1275 Digital Graphics and Advanced Visual Design	2
WEBT 1276 Web Site Production Techniques	2
WEBT 1277 Authoring Web-Based Training	2
WEBT 1278 2D Digital Animation for Internet Publishing	2
	12

SEMESTER III

SPCH 1311 Introduction to Speech Communication	3
WEBT 1279 Virtual Reality for Internet Publishing	2
WEBT 1280 Web-Based Marketing and Commerce	2
WEBT 1281 Managing Large-Scale Interactive Projects	2
WEBT 1282 Authoring for New Media	2
WEBT 1283 Portfolio	2
	13

SEMESTER IV

WEBT 1284 Web Server Management	2
WEBT 1285 Web Site Maintenance	2
WEBT 1286 Web-Based Training System Management	2
WEBT 1370 Internet Scripting Languages	3
WEBT 7371 Cooperative Work Experience	3
	12

Minimum Hours Required 49

INVASIVE CARDIOVASCULAR TECHNOLOGY

El Centro only

(Associate Degree)

Degree Plan Number 543919

The El Centro Invasive Cardiovascular Technology program is a two-year Associate degree program. The intensive didactic and clinical training program prepares the graduate for employment in the medical specialty of invasive cardiovascular technology as an invasive cardiovascular technologist.

Invasive Cardiovascular Technology students study the theory of techniques used in diagnosis, treatment, and follow-up of cardiovascular disease in humans.

Invasive cardiovascular technologists work in cardiac catheterization laboratories. They assist the cardiologist in performing intracardiac pressure and electrical measurements, oximetry determination, angio-cardiography, and measurement/calculation of cardiac function indices. The technologist assists in all phases of the cardiac catheterization including catheter insertion, operation of the electronic instruments, and calculation of the cardiac data used by the physician in confirming diagnosis and designing treatment for the cardiac patient.

Admission requirements include an information session, satisfactory scores on pre-entrance assessment testing, completion of program prerequisite courses with a cumulative grade point of 2.85 or better, and completion of all requirements for admissions as a full-time student to the College. Applicants are rank-ordered for admission based on the grade point earned on prerequisite courses, interviews and letters of recommendation. Contact the Assessment Center at El Centro College to sign up for the assessment tests, and Health Occupational Admissions, to receive an information packet.

This program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP, 35 East Wacker Drive, Suite 1970, Chicago, Illinois 60601-2208; Telephone number 312-553-9355) in cooperation with the Joint Review Committee on Education in Cardiovascular Technology (JRC-CVT, 9111 Old Georgetown Road, Bethesda, Maryland 20814-1699; Telephone number 301-493-2334).

CREDIT
HOURS

CORE CURRICULUM – SEMESTERS I AND II

PROGRAM PREREQUISITES

BIOL 1470	Introduction to Human Anatomy and Physiology	OR	
BIOL 2401	Anatomy and Physiology I		4
MATH 1314	College Algebra	OR	3
MATH 1414	College Algebra		(4)
ENGL 1301	Composition I		3
			10

SEMESTER I

(FALL-FIRST YEAR)

BIOL 1472	Introduction to Human Anatomy and Physiology	OR	
BIOL 2402	Anatomy and Physiology II		4
HOCC 1270	Basic Skills I		2
HOCC 1272	Introduction to the Health Care Environment		2
HOCC 1274	Wellness		2
PSYC 2302	Applied Psychology	OR	
PSYC 2301	Introduction to Psychology		3
			13

SEMESTER II

HOCC 1271	Basic Skills II		2
HOCC 1273	Introduction to Human Diseases		2
HOCC 1370	Health Careers Pharmacology		3
Elective	Humanities		3
SPCH 1311	Introduction to Speech Communications		3
			13

SEMESTER III

SUMMER (9 Weeks)

ICVT 1375	Cath Lab Fundamentals		3
ICVT 1272	Introduction to the Cath Lab		2
			5

SEMESTER IV

(FALL-SECOND YEAR)

ICVT 2470	Cath Lab I		4
ICVT 2670	Cath Lab Clinical I		6
			10

SEMESTER V

(SPRING)

ICVT 2471	Cath Lab II		4
ICVT 2671	Cath Lab Clinical II		6
			10

Minimum Hours Required61

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

NOTE: Pending approval, curriculum changes will affect students admitted Fall 1999.

MANAGEMENT

Offered at all seven campuses

(Associate Degree)

Degree Plan Number X43669

The Management degree is accepted for transfer by many of the area universities and colleges. The degree is designed for working students. Students can earn a business related degree in the shortest amount of on-campus time. This degree provides the foundation courses needed for a bachelor degree in the various business disciplines offered by many universities.

Students learn practical management skills which have immediate applicability in the business world. They also learn theoretical concepts which support these skills. These skills enhance their visibility on the job as professional managers.

A significant and unique benefit of the Management degree is experienced by participating in the Management cooperative work experience classes. These classes allow students to earn 12 of the total required credit hours by applying practical management concepts to their present jobs. During this educational process faculty provide continuous, individualized career and academic guidance to students. Students attend core courses once a week.

The Management degree effectively bridges the gap between management theory and management practice. It is designed to be a benefit to the new manager, the seasoned manager and the aspiring manager.

This curriculum pattern/degree plan will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at [\[http://www.dcccd.edu/admiss/dp.htm\]](http://www.dcccd.edu/admiss/dp.htm) or from an academic advisor beginning June 1, 1999.

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

MANAGEMENT

Offered at all seven campuses

(Certificate)

(Students pursuing this certificate program are waived from TASP requirements.)

Degree Plan Number X53469

The Management program is designed to develop the fundamental skills, knowledge, attitudes and experiences which enable men and women to function in leadership and decision-making positions as managers. Students combine management classes and on-the-job management training with their present employers. All of the courses for this certificate are applicable to the Management associate degree option.

This curriculum pattern/degree plan will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at [\[http://www.dcccd.edu/admiss/dp.htm\]](http://www.dcccd.edu/admiss/dp.htm) or from an academic advisor beginning June 1, 1999.

MEDICAL ASSISTING

El Centro and Mountain View only

(Certificate)

(Students pursuing this certificate program are waived from TASP requirements.)

Degree Plan Number X53869

This 12-month program is designed to prepare individuals to perform the duties of a medical assistant who can function in an acute care clinical setting or physician's office in the areas of: medical office administration, clinical lab procedures, and examining room assisting. The student may elect to complete the program either as a block CEU program or as a credit certificate program. This program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP). Students who complete the entire program are eligible to sit for the Certified Medical Assistant Exam through the American Association of Medical Assistants (AAMA).

	CREDIT HOURS
SEMESTER I	
MEDA 1170 Law and Ethics for Health Professionals.....	1
MEDA 1171 Medical Emergencies.....	1
MEDA 1172 Computer Applications for the Medical Office.....	1
MEDA 1271 Human Diseases.....	2
MEDA 1370 Medical Terminology.....	3
ENGL 1301 Composition I.....	3
	11
SEMESTER II	
MEDA 1270 Medical Office Procedures I.....	2
MEDA 1272 Transcription for the Medical Office.....	2
MEDA 1273 Medical Office Procedures II.....	2
MEDA 1274 Medical Office Externship.....	2
MEDA 1279 Medical Office Coding and Insurance.....	2
SPCH 1311 Introduction to Speech Communications.....	3
	13
SEMESTER III	
MEDA 1275 Clinical Procedures I.....	2
MEDA 1276 Clinical Procedures II.....	2
MEDA 1277 Medical Office Laboratory Procedures.....	2
MEDA 1278 Clinical Office Externship.....	2
MEDA 1280 Pharmacology and Medication Administration.....	2
	10
Minimum Hours Required.....	34

Note: Pending approval curriculum changes will affect students admitted Fall 1999.

MEDICAL LABORATORY TECHNOLOGY

El Centro only

(Associate Degree)

Degree Plan Number 542389

The Medical Laboratory Technology program prepares the student to perform tests and related duties in a medical laboratory. The program is a balanced curriculum of science, liberal arts, and technical courses including didactic and clinical education. The program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS, 8410 West Bryn Mawr, Suite 670, Chicago, Illinois, 60631-3415: Telephone 773-714-8880).

Admission requirements include an information session, satisfactory scores on pre-entrance assessment testing, rank ordering by grade point average earned on the two pre-requisite courses, and completion of all requirements for admission as a full-time student to the college. Contact the Assessment Center at El Centro College to sign up for the assessment tests and, Health Occupations Admissions, to receive an information packet.

Upon completion of the program, the student is awarded an Associate of Applied Science Degree and is qualified to take the Board of Registry for the American Society of Clinical Pathologists (ASCP).

	CREDIT HOURS
PROGRAM PREREQUISITES	
BIOL 1470 Introduction to Human Anatomy and Physiology OR	
BIOL 2401 Anatomy and Physiology I.....	4
ENGL 1301 Composition I.....	3
	7

SEMESTER I (FALL-FIRST YEAR)

BIOL 1472 Introduction to Human Anatomy and Physiology OR	
BIOL 2402 Anatomy and Physiology II.....	4
CHEM 1411 General Chemistry	4
HOCC 1270 Basic Skills I.....	2
HOCC 1272 Introduction to the Health Care Environment	2
HOCC 1273 Introduction to Human Diseases.....	2
HOCC 1274 Wellness	2
	16

SEMESTER II (SPRING FIRST YEAR)

MATH 1314 College Algebra OR	3
MATH 1414 College Algebra	(4)
CHEM 1412 General Chemistry	4
HOCC 1271 Basic Skills II.....	2
SPCH 1311 Introduction to Speech Communications	3
MDLT 1470 Hematology	4
	16

SEMESTER III (MAY TERM FIRST YEAR)

MDLT 1171 Practicum I.....	1
	1

SEMESTER IV (SUMMER SESSION I FIRST YEAR)

BIOL 2420 General Microbiology OR	
CHEM 2423 Organic Chemistry.....	4
	4

SEMESTER V (SUMMER SESSION II FIRST YEAR)

PSYC 2301 Introduction to Psychology.....	3
+Elective Humanities/Fine Arts	3
	6

SEMESTER VI (FALL SECOND YEAR)

MDLT 2570 Clinical Chemistry	5
MDLT 2371 Immunology/Serology.....	3
MDLT 2272 Clinical Practicum II.....	2
	10

SEMESTER VII (SPRING SECOND YEAR)

MDLT 2372 Immunohematology.....	3
MLDT 2473 Clinical Microbiology.....	4
HOCC 1370 Health Careers Pharmacology	3
	10

SEMESTER VIII (SUMMER SESSION SECOND YEAR)

MDLT 2273 Clinical Practicum III	2
	2

Minimum Hours Required72

+Humanities/Fine Arts Elective must be selected from the following:

ARTS 1301 Art Appreciation	3
DRAM 1310 Introduction to the Theatre	3
ENGL (2000 Level Literature Courses)	3
HUMA 1301 Introduction to Humanities	3
MUSI 1306 Music Appreciation	3
PHIL 1301 Introduction to Philosophy	3
Foreign Language or American Sign Language	4

NOTE: MDLT designated courses available daytime only, other courses available at night.

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

NOTE: Pending approval, curriculum changes will affect students admitted Fall 1999.

MEDICAL STAFF SERVICES

El Centro only

(Associate Degree)

Degree Plan Number 544069

The Medical Staff Services program includes a two-year, 64 credit hour curriculum. The program is designed to prepare individuals to perform duties of a Medical Staff Service Coordinator in health care settings, including hospitals, managed care organizations, and credentialing organizations.

A Medical Staff Services Coordinator provides credentialing and monitoring services for physicians and allied health professionals. Confidentiality and legal issues associated with accredited services of health care organizations, peer review and impaired physicians issues are included in the responsibilities of a Medical Staff Services Coordinator.

Upon completion of the program, graduates are eligible to sit for the National Association of Medical Staff Services (NAMSS) Certification Examination.

Admission requirements include attending an information session, satisfactory scores on pre-entrance assessment testing, completion of program prerequisite courses with a cumulative grade point average of 2.5 or better, and completion of all requirements for admission as a student to the college. Applicants are ranked according to grade point average earned on two prerequisite courses. Contact the Assessment Center at El Centro College to sign up for the pre-entrance assessment tests and Health Occupations Admissions to receive an information packet.

	CREDIT HOURS
PREREQUISITES	
CISC 1470 Introduction to Computer Concepts and Applications	4
MATH 1342 Introductory Statistics*	3
	7
SEMESTER I	
BIOL 1470 Introduction to Human Anatomy and Physiology	4
ENGL 1301 Composition I	3
MEDT 1470 Medical Terminology	4
MEDT 1270 Disease Processes I	2
MEDS 1370 Medical Staff Services I	3
MEDT 1271 Introduction to Medical Word Processing	2
	18

SEMESTER II

BIOL 1472	Introduction to Human Anatomy and Physiology	4
SPCH 1311	Introduction to Speech Communications	3
MEDS 1371	Medical Staff Services II	3
MEDT 1472	Disease Processes II	4
MEDS 1270	Legal and Ethical Aspects of Health Care	2
		16

SEMESTER III

OFCT 1380	Business Software Applications I	3
MGMT 1370	Principles of Management	3
PSYC 2301	Introduction to Psychology	3
MEDS 2270	Performance Improvement	2
MGMT 1374	Introduction to Supervision	3
		14

SEMESTER IV

MEDS 2370	Medical Staff Sciences Directed Study	3
Elective	Humanities/Fine Arts	3
MGMT 2373	Organizational Behavior	3
		9

Minimum Hours Required64

*MATH 1414 College Algebra or MATH 1314 College Algebra may be substituted for MATH 1342 Introductory Statistics.

MEDICAL TRANSCRIPTION

El Centro only

(Certificate)

(Students pursuing this certificate program are waived from TASP requirements.)

Degree Plan Number 550659

The nine-month certificate program in Medical Transcription prepares the student to function as a medical typist or medical transcriptionist with a thorough knowledge of medical terminology, advanced typing, word processing skills, and work experience. Proper form, editing abilities, and legal implications are stressed. Entry requirement to this program is a typing skill of 50 words per minute. Job opportunities are available in medical records, pathology and radiology departments of hospitals and clinics; physician's offices; the health insurance industry; public and private health foundations and institutions; medical schools; and research centers. Cooperative work experience is a part of this program.

Admission requirements include an information session, satisfactory scores on assessment tests and a typing test, rank ordering by grade point average, and meeting all requirements for admission as a full-time student. Call Health Occupations Admissions to receive an information packet.

		CREDIT HOURS
SEMESTER I		
MEDT 1470	Medical Terminology	4
MEDT 1370	Fundamentals of Medical Transcription	3
MEDT 1270	Disease Processes I	2
MEDT 1271	Introduction to Medical Word Processing	2
BIOL 1470	Introduction to Human Anatomy and Physiology	4
ENGL 1301	Composition I	3
		18
SEMESTER II		
MEDT 1471	Medical Transcription	4
MEDT 1472	Disease Processes II	4
MEDT 7472	Cooperative Work Experience.....	4
BIOL 1472	Introduction to Human Anatomy and Physiology	4
SPCH 1311	Introduction to Speech Communication	3
		19
Minimum Hours Required		37

A grade of "C" or better is required in all courses for certificate completion.

Note: Pending approval, curriculum changes will affect students admitted Fall 1999.

OFFICE TECHNOLOGY -- ADMINISTRATIVE ASSISTANT

Offered at all seven campuses

(Associate Degree, Tech Prep Enhanced Skills Certificate)

Degree Plan Number X42079

The primary objective of the Administrative Assistant program is to prepare students for positions as assistants to administrators within public or private firms and agencies. Emphasis in this program is on the development of organizational and decision-making skills in addition to basic office skills.

	CREDIT HOURS
SEMESTER I	
OFCT 1372 Office Calculating Machines	3
OFCT 1375 Beginning Keyboarding ¹ OR	
OFCT 1376 Intermediate Keyboarding	3
OFCT 1377 Office Systems and Applications	3
ENGL 1301 Composition I	3
SPCH 1311 Introduction to Speech	
Communication	3
	15
SEMESTER II	
OFCT 1373 Office Procedures ²	3
OFCT 1376 Intermediate Keyboarding ¹ OR	
OFCT 1379 Word Processing I	3
OFCT 1379 Word Processing I OR	
OFCT 1380 Business Software Applications I	3
MATH 1371 Business Math	3
Elective Natural Science ³	3
	15
SEMESTER III	
OFCT 1371 Automated Filing	3
OFCT 1378 Text Processing Transcription ⁴	3
OFCT 2370 Business Communications	3
OFCT 2372 Word Processing II OR	
OFCT 2373 Business Software Applications II	3
++Elective Social/Behavioral Science	3
Elective ⁵	3
	18
SEMESTER IV	
OFCT 1380 Business Software Applications I OR	
OFCT 2373 Business Software Applications II OR	
OFCT 2374 Business Software Applications III	3
OFCT 7371 Cooperative Work Experience OR	3
OFCT 7471 Cooperative Work Experience	(4)
ACCT 1371 Elementary Accounting OR	
ACCT 2301 Principles of Accounting I OR	3
ACCT 2401 Principles of Accounting I	(4)
+++Elective Humanities/Fine Arts	3
Elective Any Non-OFCT Course	3
	15-16
Minimum Hours Required	63

¹ Students may be placed in keyboarding courses based on proficiency level determined by previous training, experience and/or placement tests. If a student places out, any OFCT course may be taken to supplement the minimum hours required.

² For legal emphasis, OFCT 2371 (Legal Secretarial Procedures) may be substituted.

³ One of the following Natural Science courses may be taken:

BIOL	1406	General Biology	4
ECOL	1305	People and Their Environment	3
GEOL	1403	Physical Geology	4
PHYS	1311	Descriptive Astronomy	3
PHYS	1401	Introductory General Physics	4
PHYS	1415	Physical Science	4

⁴ For legal emphasis, OFCT 1374 (Legal Terminology and Transcription) may be substituted.

⁵ Electives--must be taken from the following:

OFCT	1170	Contemporary Topics in Office Technology	1
OFCT	1171	Keyboarding	1
OFCT	1172	Introduction to Word Processing	1
OFCT	1173	Keyboarding and Speed for Accuracy	1
OFCT	1175	Office Machines I	1
OFCT	1270	Contemporary Topics in Office Technology	2
OFCT	1370	Contemporary Topics in Office Technology	3
OFCT	2170	Word Processing Applications	1
OFCT	2171	Specialized Software I	1
OFCT	2172	Specialized Software II	1
OFCT	2270	Advanced Keyboarding Applications	2
OFCT	2373	Business Software Applications II	3
OFCT	2374	Business Software Applications III	3
OFCT	7372	Cooperative Work Experience	3
OFCT	7472	Cooperative Work Experience	4
OFCT	8381	Cooperative Work Experience	3
OFCT	8481	Cooperative Work Experience	4

++Elective -- may be taken from any Government, Human Development, History or Psychology course

+++Elective -- may be taken from any Art, Humanities, Music or Philosophy course.

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

(continued on next page)

TECH PREP ENHANCED SKILLS CERTIFICATE

This Enhanced Skills Certificate is attached to the Office Technology Associate Degree and provides the student advanced skills required by the industry to specialize in Medical Administrative Assistant.

MEDICAL ADMINISTRATIVE ASSISTANT

Offered at all seven campuses

(Students pursuing this certificate program are required to meet all TASP requirements.)

Degree Plan Number X37559

		CREDIT HOURS
SEMESTER I		
OFCT 2375	Medical Office Procedures	3
OFCT 2376	Medical Transcription	3
HIMT 2470	Medical Terminology	4
HIMT 2370	Medical Records	<u>3</u>
		13

Minimum Hours Required 13

This is a Tech Prep program. Students interested in pursuing the Tech Prep Enhanced Skills certificate need to consult with their advisor.

OFFICE TECHNOLOGY -- CERTIFIED PROFESSIONAL SECRETARY ARTICULATION

Offered at all seven campuses

Credit toward an associate degree in Office Technology will be granted upon successful completion of all parts of the Certified Professional Secretary (CPS) Exam. In order to receive credit, the registrar at the college must receive notification from the Institute for Certifying Secretaries that the applicant has passed all sections of the exam. The student must complete 12 credit hours (excluding developmental courses) within the District of which at least two courses must be completed in the area of Office Technology. The student must complete the courses with a grade of "C" or higher.

Select five of the following courses for which credit may be granted:

OFCT 1377	Office Systems and Applications	3
OFCT 1378	Text Processing Transcription	3
OFCT 1379	Word Processing I	3
OFCT 1380	Business Software Applications I	3
OFCT 1373	Office Procedures	3
OFCT 1376	Intermediate Keyboarding	3
OFCT 2370	Business Communications	3

OFFICE TECHNOLOGY -- GENERAL OFFICE CLERK

Offered at all seven campuses

(Certificate)

(Students pursuing this certificate program are waived from TASP requirements.)

Degree Plan Number X52099

This certificate with a clerical emphasis is designed to provide the student with a basic working knowledge of office procedures.

	CREDIT HOURS
SEMESTER I	
OFCT 1372 Office Calculating Machines	3
OFCT 1375 Beginning Keyboarding ¹ OR	
OFCT 1376 Intermediate Keyboarding ¹	3
OFCT 1377 Office Systems and Applications	3
ENGL 1301 Composition I	3
MATH 1371 Business Mathematics ² OR	
SPCH 1311 Introduction to Speech.....	3
	15
SEMESTER II	
OFCT 1373 Office Procedures	3
OFCT 1376 Intermediate Keyboarding OR	
OFCT 1379 Word Processing I ¹	3
OFCT 1378 Text Processing Transcription	3
OFCT 1379 Word Processing I OR	
OFCT 1380 Business Software Applications I.....	3
	12
SEMESTER III	
OFCT 1371 Automated Filing Procedures	3
OFCT 1380 Business Software Applications I OR	
OFCT 2373 Business Software Applications II ...	3
OFCT 2370 Business Communications.....	3
ACCT 1371 Elementary Accounting OR	
ACCT 2301 Principles of Accounting I OR.....	3
ACCT 2401 Principles of Accounting I	(4)
	12

Minimum Hours Required 39

¹ Students may be placed in keyboarding courses based on proficiency level determined by previous training, experience and/or placement tests. If students place out, any OFCT course may be taken to supplement the minimum hours required.

² Students selecting Business Mathematics (MATH 1371) must also select one of the following Natural Science courses:

BIOL	1406	General Biology	4
ECOL	1305	People and Their Environment.....	3
GEOL	1403	Physical Geology	4
PHYS	1311	Descriptive Astronomy	3
PHYS	1401	Introductory General Physics	4
PHYS	1415	Physical Science	4

OFFICE TECHNOLOGY -- RECEPTIONIST

Offered at all seven campuses

(Certificate)

(Students pursuing this certificate program are waived from TASP requirements.)

Degree Plan Number X53549

This program provides skills necessary to meet the public, make appointments, handle the telephone, keyboard documents, and perform data entry functions.

	CREDIT HOURS
SEMESTER I	
OFCT 1372 Office Calculating Machines	3
OFCT 1376 Intermediate Keyboarding ¹ OR	
OFCT 1379 Word Processing I	3
OFCT 1379 Word Processing I OR	
OFCT 1380 Business Software Applications I.....	3
ENGL 1301 Composition I	3
	12

SEMESTER II	
OFCT 1373 Office Procedures	3
OFCT 1380 Business Software Applications I OR	
OFCT 2372 Word Processing II OR	
OFCT 2373 Business Software Applications II.....	3
SPCH 1311 Introduction to Speech	
Communication	3
	9

Minimum Hours Required 21

¹ Prerequisite: OFCT 1375 or demonstrated competency.

OFFICE TECHNOLOGY -- WORD PROCESSING TYPIST

Offered at all seven campuses

(Certificate)

(Students pursuing this certificate program are waived from TASP requirements.)

Degree Plan Number X53559

This certificate provides word processing skills necessary to produce documents from rough draft copy and voice recordings.

	CREDIT HOURS
SEMESTER I	
OFCT 1376 Intermediate Keyboarding ¹ OR	
OFCT 1379 Word Processing I	3
OFCT 1377 Office Systems and Applications	3
OFCT 1379 Word Processing I OR	
OFCT 1380 Business Software Applications I.....	3
ENGL 1301 Composition I	3
	12

SEMESTER II	
OFCT 1378 Text Processing Transcription	3
OFCT 1380 Business Software Applications I OR	
OFCT 2372 Word Processing II OR	
OFCT 2373 Business Software Applications II ...	3
OFCT 2370 Business Communications.....	3
SPCH 1311 Introduction to Speech	
Communication	3
	12

Minimum Hours Required 24

¹ Prerequisite: OFCT 1375 or demonstrated competency.

PARALEGAL

El Centro only

(Associate Degree)

Degree Plan Number 540919

The Legal Assistant Program is an associate degree program designed to prepare the student to function as a technically qualified assistant to the lawyer. Legal assistants (also called paralegals) typically work in law firms, governmental agencies, and corporations. The program does not qualify a graduate to take a Bar exam, represent clients in court, or give legal advice.

*This curriculum pattern/degree plan will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at **[<http://www.dcccd.edu/admiss/dp.htm>]** or from an academic advisor beginning June 1, 1999.*

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

PARAMEDIC

El Centro only

(Certificate – Level I)

Degree Plan Number 554369

The Paramedic Certificate Option is for students already certified as Emergency Medical Technicians. Potential students will be considered on an individual basis to determine if they have an adequate background in anatomy and physiology, math and reading.

	CREDIT HOURS
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PREREQUISITES*

EMPT 1370	Paramedic Anatomy and Physiology	3
EMPT 1572	Emergency Medical Technician	5
		8

SEMESTER I

EMPT 1570	Paramedic Preparatory and Trauma ..	5
EMPT 1571	Paramedic Cardiology	5
EMPT 1170	Paramedic Hospital Internship I	1
		11

SEMESTER II

EMPT 1670	Paramedic Medical Emergencies	6
EMPT 1470	Paramedic Special Patients	4
EMPT 1171	Paramedic Hospital Internship II	1
		11

SEMESTER III

EMPT 2470	Paramedic Completion	4
EMPT 2571	Paramedic Field Internship	5
		9

Minimum Hours Required 39

*Courses for applicants without previous EMT, Anatomy and Physiology coursework/experiences.

RADIOLOGIC SCIENCES

El Centro only

(Associate Degree)

Degree Plan Number 543929

This program prepares the student to become a professional radiologic technologist with a specialty in radiography. The radiographer uses radiation to produce internal images of the human being which are used by the physician to make diagnoses. For the vast majority of diagnostic procedures, the radiographer has total responsibility for the care and well-being of the patient and must be prepared to produce quality images with care and empathy.

The graduate radiographer is eligible to sit for the examination given by the American Registry of Radiologic Technologists and eligible to be a Certified Medical Radiologic Technologist licensed by the Texas Department of Health. Radiographers work in hospitals, physician's offices, and primary care facilities.

Students must be admitted to the program. Admission requirements include an information session, satisfactory scores on pre-entrance assessment testing, completion of four prerequisite courses with a minimum of 2.5 grade point average and completion of all requirements for admission as a full-time student to the College. Applicants are rank-ordered for admission based on grade point average earned for the prerequisite courses. Applicants should contact the Assessment Center at El Centro College to sign up for the assessment tests and Health Occupations Admissions to obtain an information packet.

Completion of the program and successful completion of the ARRT examination provides the graduate with credentials to continue their education in other radiologic specialty disciplines. The program is accredited by the Joint Review Committee in Radiologic Technology (JRCERT, 20 N. Wacker Drive, Suite 900, Chicago, Illinois 60606-2901; Telephone number 312-704-5304).

CREDIT
HOURS

PREREQUISITES:

BIOL 1470	Introduction to Human Anatomy and Physiology OR	
BIOL 2401	Anatomy and Physiology I	4
MATH 1314	College Algebra*	3
SPCH 1311	Introduction to Speech Communications	3
CISC 1470	Introduction to Computer Concepts and Applications	4
		14

SEMESTER I (FALL)

RADS 1273	Introduction to Radiologic Sciences	2
RADS 1375	Patient Care in Radiography	3
BIOL 1472	Introduction to Human Anatomy and Physiology OR	
BIOL 2402	Anatomy and Physiology II	4
ENGL 1301	Composition I	3
PSYC 2301	Introduction to Psychology	3
		15

SEMESTER II (SPRING)

RADS 1170	Radiation Biology and Protection	1
RADS 1274	Clinical Practicum I	2
RADS 1372	Radiographic Positioning and Osteology I	3
RADS 1374	Radiographic Exposure I	3
Elective	Humanities	3
		12

SEMESTER III

SUMMER (10 Weeks)

RADS 1275	Clinical Practicum II	2
RADS 1276	Radiographic Exposure II	2
RADS 1376	Radiographic Positioning and Osteology II	3
		7

SEMESTER IV (FALL)

RADS 2272	Radiographic Equipment and Maintenance	2
RADS 2372	Clinical Practicum III	3
RADS 2373	Radiographic Exposure III	3
RADS 2374	Radiographic Positioning and Osteology III	3
		11

SEMESTER V (SPRING)

RADS 2270	Radiographic Pathology	2
RADS 2472	Clinical Practicum IV	4
Elective		3
		9

SEMESTER VI

SUMMER (10 Weeks)

RADS 2473	Clinical Practicum V	4
		4

Minimum Hours Required72

*MATH 1414 may be substituted.

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

RESPIRATORY CARE PROGRAM

El Centro only

(Associate Degree)

Degree Plan Number 543649

The Respiratory Care Program prepares students to become respiratory therapists and perform complex patient care procedures in specialized patient care units and diagnostic laboratories.

The Associate in Applied Sciences degree is awarded for successful completion of the program, enabling the graduate to apply for the Entry Level Credentialing Examination to become a Certified Respiratory Therapy Technician (CRTT). After CRTT certification is obtained, the graduate may then apply for the Advanced Practitioner Examination to become a Registered Respiratory Therapist (RRT). Passing the Entry Level Examination enables the graduate to obtain licensure as a Respiratory Care Practitioner (RCP) in the State of Texas.

The Respiratory Care Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP, 35 East Wacker Drive, Suite 1970, Chicago, Illinois 60601-2208; Telephone number 312-553-9355) in cooperation with the Committee on Accreditation for Respiratory Care (CoARC, 1701 W. Euless Blvd., Suite 300, Euless, Texas 76040-6823; Telephone number 817-283-2835).

Admission requirements include satisfactory scores on pre-entrance assessment testing, completion of program prerequisite courses with a cumulative grade point average of 2.5 or better, rank ordering by grade point average, and completion of all requirements for admission as a full-time student to the college. Clinical skills testing may be required for advanced placement. Contact the Health Occupations Admissions Office at El Centro College to receive an information packet, and the Assessment Center to sign up for the assessment tests.

	CREDIT HOURS
PREREQUISITES FOR PROGRAM ADMISSION:	
MATH 1314 College Algebra*	3
CHEM 1405 Introductory Chemistry I OR	
CHEM 1411 General Chemistry	4
BIOL 1470 Human Anatomy and Physiology OR	
BIOL 2401 Anatomy and Physiology I	4
ENGL 1301 Composition I	3
	14

SEMESTER I	
RESP 1270	Basic Respiratory Pharmacology 2
RESP 1370	Structure and Function of the Cardiopulmonary System 3
RESP 1470	Technology I 4
BIOL 1472	Human Anatomy and Physiology OR
BIOL 2402	Anatomy and Physiology 4
	13

SEMESTER II	
RESP 1471	Basic Respiratory Pathology 4
RESP 1670	Technology II 6
SPCH 1311	Introduction to Speech Communication 3
	13

SUMMER I (10 Weeks)	
RESP 1671	Technology III 6
	6

SEMESTER III	
RESP 2370	Advanced Pathology/Pharmacology . 3
RESP 2470	Technology IV 4
RESP 2371	Pediatric/Neonatal Respiratory Care . 3
PSYC 2301	Introduction to Psychology 3
	13

SEMESTER IV	
RESP 2670	Technology V 6
RESP 2170	Pediatric/Neonatal Respiratory Laboratory 1
Elective	Any Non-RESP Course 3
+Elective	Humanities/Fine Arts 3
	13

Minimum Hours Required72

+Humanities/Fine Arts elective--must be selected from the following:

ARTS 1301	Art Appreciation	3
DRAM 1310	Introduction to the Theatre	3
ENGL	(2000 Level Literature Courses)	3
HUMA 1301	Introduction to Humanities	3
MUSI 1306	Music Appreciation	3
PHIL 1301	Introduction to Philosophy	3
	Foreign Language or American Sign Language	4

*MATH 1414 may be substituted.

NOTE: Students enrolling in this program who plan to transfer to a four-year institution should consult an advisor or counselor regarding transfer requirements and the transferability of these courses to the four-year institution of their choice.

Note: Pending approval, curriculum changes will affect students admitted Fall 1999.

SURGICAL TECHNOLOGY

El Centro only

(Certificate)

(Students pursuing this certificate program are required to meet all TASP requirements.)

Degree Plan Number 551799

The one-year certificate program in Surgical Technology teaches the student to provide services in the operating room under the supervision of the operating room director. The technologist, as part of the operating team, aids in providing for the safety, cleanliness and efficiency necessary for good patient care in the operating room. The technologist prepares the materials for use at the operating room table and assists in the use of these materials during surgical procedures.

The Surgical Technology program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP, 35 East Wacker Drive, Suite 1970, Chicago, Illinois 60601-2208: Telephone number 312-553-9355) in cooperation with the Accreditation Review Committee for Educational Programs in Surgical Technology (JRC-ST, 8307 Shaffer Parkway, Littleton, CO 80127: Telephone number 303-978-0878).

ADMISSION TO THE PROGRAM:

Admission requirements include:

1. Completion of all requirements for admission as a full-time student to the college.
2. High school diploma or GED.
3. Satisfactory scores on assessment exams.
4. An information session.
5. Must complete prerequisites to program with a 2.5 G.P.A. or better.
6. Must have a G.P.A. of 2.5 or better from previous college courses. Developmental course grades are not included in the G.P.A. calculation.
7. Applicants are rank ordered for admission based on the grade point average earned on three prerequisite courses.

Contact the Assessment Center at El Centro College to sign up for the assessment exam. Call Health Occupational Admissions, (214) 860-2272, to receive an information packet.

CREDIT HOURS

PREREQUISITES TO PROGRAM ADMISSION

ENGL 1301	Composition I	3
BIOL 1470	Introduction to Human Anatomy and Physiology*	4
SPCH 1311	Introduction to Speech Communication	3
		10

SEMESTER I (FALL)

BIOL 1472	Introduction to Anatomy and Physiology**	4
SGTC 1270	Medical Terminology***	2
SGTC 1271	Surgical Pharmacology***	2
SGTC 1870	Surgical Techniques	8
		16

SEMESTER II (SPRING)

SGTC 1070	Surgical Procedures	10
		10

SUMMER SESSION (9 weeks)

SGTC 1670	Clinical Procedures	6
SGTC 1170	Seminar	1
		7

Minimum Hours Required43

*BIOL 1408 is recommended prior to BIOL 1470 if no previous high school biology.

**Support courses may be completed before, but not after, the semester indicated.

***May be taken prior to program admission with Surgical Technology Program Coordinator's approval.

A "C" grade or better is required in all courses.

Note: Pending approval, curriculum changes will affect students admitted Fall 1999.

VOCATIONAL NURSING

El Centro only

(Certificate)

(Students pursuing this certificate program are waived from TASP requirements.)

Degree Plan Number 550449

The Vocational Nursing program is a twelve-month program that prepares students to give direct patient care under the supervision of a registered nurse or a physician. The program is accredited by the Board of Vocational Nurse Examiners for the State of Texas (333 Guadalupe, Suite 3-400, Austin, Texas 78701: Telephone number 512-305-8100) and the National League for Nursing Accrediting Commission (350 Hudson St., New York, New York 10014: Telephone number 404-679-4501). Upon completion of the program, the student is awarded a certificate and may write the Licensing Examination for Vocational Nurses (NCLEX-PN) in order to become a Licensed Vocational Nurse (LVN) in Texas. The program includes classroom and laboratory work on campus as well as clinical experience at various area hospitals.

Admission requirements include an information session, satisfactory scores on pre-entrance assessment testing, and a cumulative grade point average of 2.0 or better on any college course work completed. There are no formal prerequisite courses; however, students are encouraged to complete the general education support courses required in the nursing curriculum prior to application to the program. Applicants are ranked utilizing the following priority criteria: 1) number of credit hours of general education support courses required by the Vocational Nursing curriculum, 2) grade point average on the required general education support courses, and 3) information session attendance date.

	CREDIT HOURS
LEVEL I	
SEMESTER I (FALL)	
BIOL 1470 Introduction to Human Anatomy and Physiology* OR	
BIOL 2401 Anatomy and Physiology I	4
HOCC 1270 Basic Skills I.....	2
VNUR 1271 Nursing I-Essentials of Medication Administration	2
VNUR 1371 Medical Surgical I.....	3
VNUR 1471 Nursing II-Nursing Fundamentals	4
ENGL 1301 Composition I	3
	18

	CREDIT HOURS
LEVEL II	
SEMESTER II (SPRING)	
BIOL 1472 Introduction to the Human Anatomy and Physiology OR	
BIOL 2402 Anatomy and Physiology II	4
VNUR 1570 Medical Surgical II	5
VNUR 1571 Nursing III-Medical Surgical Clinical ..	5
HOCC 1370 Health Careers Pharmacology	3
	17

SEMESTER III (SUMMER I)	
VNUR 1572 Nursing IV-Maternal/Newborn Nursing	5
	5

SEMESTER IV (SUMMER II)	
VNUR 1573 Nursing V-Pediatrics/Transition.....	5
	5

Minimum Hours Required45

*BIOL 1472 may be completed prior to entering the program.
A grade of "C" or better is required in all courses.

ACCOUNTING

ACCT 2401 is a 4 credit hour lecture and laboratory course. ACCT 2301 is a 3 credit hour lecture course. Either course will meet degree requirements.

ACCT 2301 is a 3 credit hour lecture course. ACCT 2401 is a 4 credit hour lecture and laboratory course. Either course will meet degree requirements.

ACCT 2301 Principles Of Accounting I (3)

(This is a common course number. Former course prefix/number ACC 201)

Suggested Prerequisite: None. This course covers the theory and practice of measuring and interpreting financial data for business units. Basic concepts, principles, and procedures are applied to the following topics: operating cycle, accruals and deferrals, financial statements, internal controls, receivables, inventory, fixed assets, and liabilities. (3 Lec.)

ACCT 2302 is a 3 credit hour lecture course. ACCT 2402 is a 4 credit hour lecture and laboratory course. Either course will meet degree requirements.

ACCT 2302 Principles Of Accounting II (3)

(This is a common course number. Former course prefix/number ACC 202)

Suggested Prerequisite: Accounting 2301 or Accounting 2401. This course is a continuation of Accounting 2301 or Accounting 2401. This course covers the theory and practice of measuring and interpreting financial data for business units, with emphasis on corporations and managerial applications. Basic concepts, principles, and procedures are applied to the following topics: preparation and analysis of financial statements, budgeting, cash flow, cost systems, responsibility accounting, and cost-volume-profit analysis. (3 Lec.)

ACCT 2401 Principles Of Accounting I (4)

(This is a common course number. Former course prefix/number ACC 208)

Suggested Prerequisite: None. This course covers the theory and practice of measuring and interpreting financial data for business units. Basic concepts, principles, and procedures are applied to the following topics: operating cycle, accruals and deferrals, financial statements, internal controls, receivables, inventory, fixed assets, and liabilities. Laboratory fee. (3 Lec., 2 Lab.)

ACCT 2402 is a 4 credit hour lecture and laboratory course. ACCT 2302 is a 3 credit hour lecture course. Either course will meet degree requirements.

ACCT 2402 Principles Of Accounting II (4)

(This is a common course number. Former course prefix/number ACC 209)

Suggested Prerequisite: Accounting 2301 or Accounting 2401. This course is a continuation of Accounting 2301 or Accounting 2401. This course covers the theory and practice of measuring and interpreting financial data for business units, with emphasis on corporations and managerial applications. Basic concepts, principles, and procedures are applied to the following topics: preparation and analysis of financial statements, budgeting, cash flow, cost systems, responsibility accounting, and cost-volume-profit analysis. Laboratory fee. (3 Lec., 2 Lab.)

A number of other course descriptions in Accounting will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at [<http://www.dcccd.edu/admiss/cd.htm>] or from an academic advisor beginning June 1, 1999.

ANTHROPOLOGY

ANTH 2351 Cultural Anthropology (3)

(This is a common course number. Former course prefix/number ANT 101)

This course introduces students to the elements and processes that create culture, society and social interaction. Language, cross-cultural communication, fieldwork, and analysis of multi-cultural societies are covered. A special emphasis is given to cross-cultural comparison and analysis of basic social institutions on a global scale in order to provide students with an appreciation and understanding of the underlying unity of diverse cultural expressions. (3 Lec.)

(Coordinating Board Academic Approval Number 4502015342)

ANTH 2380 The Heritage Of Mexico (3)

(Former course prefix/number ANT 110)

This course (cross-listed as History 2380) is taught in two parts each semester. The first part of the course deals with the archeology of Mexico beginning with the first humans to enter the North American continent and culminating with the arrival of the Spanish in 1519 A.D. Emphasis is on archaic cultures, the Maya, the Toltec, and Aztec empires. The second part of the course deals with Mexican history and modern relations between the United States and Mexico. The student may register for either History 2380 or Anthropology 1371 but may receive credit for only one of the two. (3 Lec.)

(Coordinating Board Academic Approval Number 4511015342)

APPAREL DESIGN

All course descriptions in Apparel Design will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at [\[http://www.dcccd.edu/admiss/cd.htm\]](http://www.dcccd.edu/admiss/cd.htm) or from an academic advisor beginning June 1, 1999.

ARCHITECTURE

ARCH 1205 Architectural Aesthetics (3)

(This is a common course number. Former course prefix/number ARC 102)

Visual experiences in the aesthetics of architecture are studied in context with architecture as a contemporary philosophical concept. (3 Lec.)

(Coordinating Board Academic Approval Number 0402015222)

ARCH 1301 History Of Architecture Survey To 1850 (3)

(This is a common course number. Former course prefix/number ARC 233)

The architectural contributions of Ancient, Classical, Medieval, and Renaissance societies are surveyed, along with their relationships to the cultural heritage of the Western World. (3 Lec.)

(Coordinating Board Academic Approval Number 3012015122)

ARCH 1302 History Of Modern Architecture (3)

(This is a common course number. Former course prefix/number ARC 230)

The evolution of 20th. Century design theory is surveyed, from the Industrial Revolution to the present. Special attention is given to significant architects, designers, and personalities and their effect on the modern movement. (3 Lec.)

(Coordinating Board Academic Approval Number 3012015122)

ARCH 1303 Architectural Design I (3)

(This is a common course number. Former course prefix/number ARC 161)

Basic concepts of design are studied including form, scale, proportion, rhythm, unity, accent, texture, and pattern, as applied to two-dimensional and three-dimensional abstract projects. Laboratory fee. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 0402015422)

ARCH 1304 Architectural Design II (3)

(This is a common course number. Former course prefix/number ARC 162)

Prerequisites: For architecture majors only, Architecture 1307 and Architecture 1303. This course is a continuation of Architecture 1303, with emphasis upon architecture theories, perceptions, environmental factors and communication of those elements in design. Laboratory fee. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 0402015422)

ARCH 1307 Architectural Graphics I (3)

(This is a common course number. Former course prefix/number ARC 130)

Basic architectural drafting techniques are studied including orthographic projection and isometric drawing. Linework in pencil and ink are emphasized. Laboratory fee. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 4801025322)

ARCH 1308 Architectural Graphics II (3)

(This is a common course number. Former course prefix/number ARC 133)

Prerequisite: Architecture 1307 or demonstrated competence approved by the division dean. Three-dimensional drawing utilizing perspective and shade/shadow theory is studied in pencil and ink. Laboratory fee. (2 Lec., 4 Lab.)
(Coordinating Board Academic Approval Number 4801025322)

ARCH 1311 Introduction to Architecture (3)

(This is a common course number. Former course prefix/number ARC 101)

This course is an introduction to the elements of architecture; opportunities within the architectural profession are explored. (3 Lec.)
(Coordinating Board Academic Approval Number 0402015922)

ARCH 1315 Architectural Computer Graphics I (3)

(This is a common course number. Former course prefix/number ARC 257)

Basic computer terminology and software applications utilizing the microcomputer in architecture and design are studied. Laboratory fee. (2 Lec., 3 Lab.)
(Coordinating Board Academic Approval Number 4801025222)

ARCH 1403 Fundamental Design Studio I (4)

(This is a common course number. Former course prefix/number ART 165)

Prerequisites: Interior Design program major. Basic concepts of design limited to black and white values are studied including form, scale, space, proportion, rhythm, theme, variety, accent, unity, texture, and pattern as applied to two-dimensional and three-dimensional abstract projects. This course is intended for students enrolled in applied arts programs. Laboratory fee. (2 Lec., 5 Lab.)
(Coordinating Board Academic Approval Number 0402015422)

ARCH 2301 Freehand Drawing I (3)

(This is a common course number. Former course prefix/number ARC 134)

Representational drawing is studied with emphasis upon eye-to-hand coordination utilizing light, shade, line, and tonal quality. Pencil media is utilized. Laboratory fee. (2 Lec., 4 Lab.)
(Coordinating Board Academic Approval Number 4801025122)

ARCH 2302 Freehand Drawing II (3)

(This is a common course number. Former course prefix/number ARC 135)

Prerequisite: Architecture 2301. Representational drawing is continued using a variety of techniques in pen and ink media. Laboratory fee. (2 Lec., 4 Lab.)
(Coordinating Board Academic Approval Number 4801025122)

ARCH 2312 Materials Of Construction (3)

(This is a common course number. Former course prefix/number ARC 151)

The nature and use of materials in construction are explored. Emphasis is placed upon appropriateness and use in design as they relate to design expression and codes. (3 Lec.)
(Coordinating Board Academic Approval Number 1501015122)

ARCH 2370 Freehand Drawing III (3)

(Former course prefix/number ARC 237)

Prerequisite: Architecture 1308 or demonstrated competence approved by the instructor. This course includes an introduction to and the development of rapid graphic skills needed to formulate and communicate design concepts, including the study and practice of visualization and freehand perspective drawing of design elements. (2 Lec., 4 Lab.)
(Coordinating Board Academic Approval Number 4801025122)

ARCH 2371 Architectural Computer Graphics II (3)

(Former course prefix/number ARC 258)

Prerequisite: Architecture 1315 or demonstrated competence approved by the division dean. This course is a continuation of the study of computer aided design (CAD) in architecture. Emphasis will include detailed applications in design and drawing. Laboratory fee. (2 Lec., 3 Lab.)
(Coordinating Board Academic Approval Number 4801025222)

ART

ARTS 1170 Problems In Contemporary Art (1)

(Former course prefix/number ART 199)

Area artists, critics, and art educators speak with students about the work exhibited in the gallery and discuss current art styles and movements. They also discuss specific aspects of being artists in contemporary society. This course may be repeated for credit. (1 Lec.)
(Coordinating Board Academic Approval Number 5007035330)

ARTS 1301 Art Appreciation (3)

(This is a common course number. Former course prefix/number ART 104)

Films, lectures, slides, and discussions focus on the theoretical, cultural, and historical aspects of the visual arts. Emphasis is on the development of visual and aesthetic awareness. (3 Lec.)
(Coordinating Board Academic Approval Number 5007035130)

ARTS 1303 Survey Of Art History (3)

(This is a common course number. Former course prefix/number ART 105)

This course covers the history of western art from prehistoric time through the Gothic period. It explores the cultural, geophysical, and personal influences on art styles. (3 Lec.)

(Coordinating Board Academic Approval Number 5007035230)

ARTS 1304 Survey Of Art History (3)

(This is a common course number. Former course prefix/number ART 106)

This course covers the history of art from the Renaissance through the present. It explores the cultural, geophysical, and personal influences on art styles. (3 Lec.)

(Coordinating Board Academic Approval Number 5007035230)

ARTS 1311 2D Design (3)

(This is a common course number. Former course prefix/number ART 110)

Basic concepts of design with two-dimensional materials are explored. The use of line, color, illusion of space or mass, texture, value, shape, and size in composition is considered. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 5004015330)

ARTS 1312 3D Design (3)

(This is a common course number. Former course prefix/number ART 111)

Basic concepts of design with three-dimensional materials are explored. The use of mass, space, movement, and texture, line, plane, volume, color, and scale is considered. Laboratory fee. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 5004015330)

ARTS 1316 Drawing I (3)

(This is a common course number. Former course prefix/number ART 114)

This beginning course investigates various media, techniques, and subjects. It explores perceptual and descriptive possibilities and considers drawing as a developmental process as well as an end in itself. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 5007055230)

ARTS 1317 Drawing II (3)

(This is a common course number. Former course prefix/number ARTS 115)

Prerequisite: Arts 1316. This course is an expansion of Arts 1316. It stresses the expressive and conceptual aspects of drawing, including advanced composition arrangements, a range of wet and dry media, and the development of an individual approach to theme and content. Laboratory fee. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 5007055230)

ARTS 2316 Painting I (3)

(This is a common course number. Former course prefix/number ART 205)

Prerequisites: Arts 1311, Arts 1312, Arts 1316, and Arts 1317 are recommended for Art Majors. This studio course stresses fundamental concepts of painting with acrylics and oils. Emphasis is on painting from still life, models, and the imagination. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 5007085230)

ARTS 2326 Sculpture I (3)

(This is a common course number. Former course prefix/number ART 208)

Prerequisites: Arts 1311, Arts 1312, Arts 1316, and Arts 1317 are recommended for Art Majors. Various sculptural approaches are explored. Different media and techniques are used. Laboratory fee. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 5007095130)

ARTS 2333 Printmaking I (3)

(This is a common course number. Former course prefix/number ART 220)

Prerequisites: Arts 1311, Arts 1312, Arts 1316, and Arts 1317 are recommended for Art Majors. Basic printmaking processes are introduced. Included are planographic, intaglio, stencil and relief processes. Laboratory fee. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 5007105130)

ARTS 2341 Jewelry Design And Construction (3)

(This is a common course number. Former course prefix/number ART 116)

Prerequisites: Arts 1311, Arts 1312, Arts 1316, and Arts 1317 are recommended for Art Majors. This course explores the uses of metal in design, basic fabrication techniques in metal, bezel setting of stones, and simple casting. Emphasis is on original design. Laboratory fee. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 5007135130)

ARTS 2342 Advanced Jewelry Design And Construction (3)

(This is a common course number. Former course prefix/number ART 117)

Prerequisite: Arts 2341. This course continues Arts 2341. Advanced fabrication, lost wax casting, setting of faceted stones, and forging and shaping of metal, including repousse and chasing are presented. Emphasis is on original design. Laboratory fee. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 5007135130)

ARTS 2346 Ceramics I (3)

(This is a common course number. Former course prefix/number ART 215)

Prerequisites: Arts 1311, Arts 1312, Arts 1316, and Arts 1317 are recommended for Art Majors. This course focuses on the building of pottery forms by coil, slab, and use of the wheel. Glazing and firing are also included. Laboratory fee. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 5007115130)

ARTS 2366 Watercolor I (3)

(This is a common course number. Former course prefix/number ART 217)

Prerequisites: Arts 1311, Arts 1312, Arts 1316, and Arts 1317 are recommended for Art Majors. This course explores studio techniques in water base media. Emphasis is placed on exploration of a variety of modes and techniques as a means to original expression. This course may be repeated for credit. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 5007085330)

BIOLOGY**BIOL 1406 General Biology (4)**

(This is a common course number. Former course prefix/number BIO 101)

This course is the first of a two semester sequence designed for students majoring or minoring in biology and related disciplines. Topics include but are not limited to the scientific method, general and biological chemistry, cell structure and function, cell reproduction, and molecular genetics. Laboratory fee. (3 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 2601015124)

BIOL 1407 General Biology (4)

(This is a common course number. Former course prefix/number BIO 102)

Prerequisite: Biology 1406 General Biology. This course is a continuation of Biology 1406 and is intended for students majoring or minoring in biology and related disciplines. Topics include but are not limited to development, evolution, ecology, population genetics, and a review of the diversity of life. Laboratory fee. (3 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 2601015124)

BIOL 1408 Biological Science (4)

(This is a common course number. Former course prefix/number BIO 115)

This course is designed for all majors except science. Selected topics in biological science are presented to students not majoring in the sciences to promote their understanding of biological concepts and to enable them to use these concepts in their daily lives. Topics include chemistry and biochemistry, the cell, respiration, photosynthesis, cell reproduction, genetics, and reproduction and development. Laboratory fee. (3 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 2601015124)

BIOL 1409 Biological Science (4)

(This is a common course number. Former course prefix/number BIO 116)

This course is designed for all majors except science. Selected topics in biological science are presented to students not majoring in the sciences to promote their understanding of biological concepts and to enable them to use these concepts in their daily lives. Topics include plant and animal systems, diversity of life and population dynamics, taxonomy, evolution, and ecology. Laboratory fee. (3 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 2601015124)

BIOL 1470 Introduction To Human Anatomy And Physiology (4)

(Former course prefix/number BIO 120)

Prerequisite: Prior enrollment in Biology 1408 is recommended for those with no previous high school biology. Major topics include cell structure and function, tissues, organization of the human body, and the following organ systems: skeletal, muscular, nervous, and endocrine. This course is a foundation course for specialization in Associate Degree Nursing and allied health disciplines. Other students interested in the study of structure and function of the human body should consult a counselor. Emphasis is on homeostasis. Laboratory fee. (3 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 2607065124)

BIOL 1472 Introduction To Human Anatomy And Physiology (4)

(Former course prefix/number BIO 121)

Prerequisite: Biology 1470. This course is a continuation of Biology 1470. Major topics include the following organ systems: digestive, circulatory, respiratory, urinary, and reproductive. Emphasis is on homeostasis. Laboratory fee. (3 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 2607065124)

BIOL 1473 Applied Anatomy And Physiology (4)

(Former course prefix/number BIO 123)

This course surveys human anatomy and physiology. The various body systems are studied and examined. This course is suggested for students of the health occupations in accordance with their program requirements. It is open to other students. This course will apply toward meeting the science requirement for non-science majors. No previous science background is presumed. Laboratory fee. (3 Lec., 2 Lab.)

BIOL 2306 Environmental Biology (3)

(This is a common course number. Former course prefix/number BIO 223)

The principles of aquatic and terrestrial communities are presented. Emphasis is on the relationship of these principles to the problems facing people in a modern technological society. Laboratory fee. (3 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 0301025124)

BIOL 2370 Field Biology (3)

(Former course prefix/number BIO 218)

Local plant and animal life are surveyed in relationship to the environment. Aquatic and terrestrial communities are studied with reference to basic ecological principles and techniques. Emphasis is upon classification, identification, and collection of specimens in the field. This course may be repeated for credit. (2 Lec., 4 Lab.) (Coordinating Board Academic Approval Number is to be assigned. This is a unique need course.)

BIOL 2401 Anatomy And Physiology I (4)

(This is a common course number. Former course prefix/number BIO 221)

Prerequisite: Biology 1407 or demonstrated competence approved by the instructor. This course examines cell structure and function, tissues, and the skeletal, muscular, and nervous systems. Emphasis is on structure, function, and the interrelationships of the human systems. Laboratory fee. (3 Lec., 3 Lab.) (Coordinating Board Academic Approval Number 2607065124)

BIOL 2402 Anatomy And Physiology II (4)

(This is a common course number. Former course prefix/number BIO 222)

Prerequisite: Biology 2401 or demonstrated competence approved by the instructor. This is the second course of a two course sequence. Structure and function as related to the human circulatory, respiratory, urinary, digestive, reproductive, and endocrine systems are studied. Emphasis is placed on the interrelationships of these systems. Laboratory fee. (3 Lec., 3 Lab.) (Coordinating Board Academic Approval Number 2607065124)

BIOL 2420 General Microbiology (4)

(This is a common course number. Former course prefix/number BIO 216)

Prerequisite: Biology 1407 or Biology 1472 or demonstrated competence approved by the instructor. Topics include growth, reproduction, nutrition, genetics, and ecology of micro-organisms, as well as aspects of microbial disease, immunology and chemotherapy. Laboratory activities constitute a major part of the course. Laboratory fee. (3 Lec., 4 Lab.) (Coordinating Board Academic Approval Number 2605015124)

BUSINESS**BUSI 1301 Introduction To Business (3)**

(This is a common course number. Former course prefix/number BUS 105)

This course provides an introduction to business operations. Topics include: the business system, legal forms of business, organization and management, business functions (production, marketing, finance, risk management, information systems, accounting) and the environments affecting business (the economy, labor, government regulation, social responsibility, law, international business, and technology). (3 Lec.) (Coordinating Board Academic Approval Number 5201015125)

BUSI 1307 Personal Finance (3)

(This is a common course number. Former course prefix/number BUS 143)

Personal financial issues are explored. Topics include financial planning, insurance, budgeting, credit use, home ownership, savings, investment, and tax problems. (3 Lec.) (Coordinating Board Academic Approval Number 1904015125)

BUSI 2301 Business Law (3)

(This is a common course number. Former course prefix/number BUS 234)

This course presents the legal principles affecting business decisions. The law of contracts, agency, sales, negotiable instruments, and secured transactions are specifically covered. (3 Lec.) (Coordinating Board Academic Approval Number 2201015125)

CHEMISTRY**CHEM 1405 Introductory Chemistry I (4)**

(Former course prefix/number CHM 115)

Prerequisite: Developmental Mathematics 0091 or the equivalent. This course is for non-science majors. Fundamental concepts are presented in lecture and laboratory including the periodic table, atomic structure, chemical bonding, reactions, stoichiometry, states of matter, properties of metals, nonmetals and compounds, acid-base theory, oxidation-reduction, solutions and nuclear chemistry. Descriptive chemistry is emphasized. Laboratory fee. (3 Lec., 3 Lab.) (Coordinating Board Academic Approval Number 4005015139)

CHEM 1407 Introductory Chemistry II (4)

(Former course prefix/number CHM 116)

Prerequisite: Chemistry 1405 or demonstrated competence approved by the instructor. This course is for non-science majors. It surveys organic chemistry and biochemistry. The reactions, syntheses, nomenclature, uses, purposes and properties of the important classes of organic and biochemical compounds are studied. Laboratory fee. (3 Lec., 3 Lab.) (Coordinating Board Academic Approval Number 4005015139)

CHEM 1411 General Chemistry I (4)

(This is a common course number. Former course prefix/number CHM 101)

Prerequisites: Developmental Mathematics 0093 or equivalent and any one of the following: high school chemistry, Chemistry 1405, or the equivalent. This course is for science and science-related majors. Fundamental concepts of chemistry are presented including states and properties of matter, the periodic table, chemical reaction types and energy relationships, chemical bonding, atomic and molecular structure, stoichiometry, gas laws and solutions. Laboratory fee. (3 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 4005015239)

CHEM 1412 General Chemistry II (4)

(This is a common course number. Former course prefix/number CHM 102)

Prerequisite: Chemistry 1411. This course is for science and science-related majors. It is a continuation of Chemistry 1411. Previously learned and new concepts are applied. Topics include reaction kinetics and chemical equilibrium, acids, bases, salts and buffers, thermodynamics, colligative properties of solutions, electrochemistry, transition-metal chemistry, nuclear chemistry, qualitative inorganic analysis and an introduction to organic chemistry. Laboratory fee. (3 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 4005015239)

CHEM 2423 Organic Chemistry I (4)

(This is a common course number. Former course prefix/number CHM 201)

Prerequisite: Chemistry 1412. This course is for science and science-related majors. It introduces the fundamental classes of organic (carbon) compounds and studies aliphatic and aromatic hydrocarbons in detail. It includes occurrence, structure, stereo-chemistry, nomenclature, and reactions and mechanisms of synthesis. Lab includes: synthesis, purification by distillation, recrystallization, extraction and chromatography, and identification by spectroscopic, physical and chemical methods. Laboratory fee. (3 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 4005045239)

CHEM 2425 Organic Chemistry II (4)

(This is a common course number. Former course prefix/number CHM 202)

Prerequisite: Chemistry 2423. This course is for science and science-related majors. It is a continuation of Chemistry 2423. Topics studied include properties and syntheses of aliphatic and aromatic systems of aldehydes, ketones, carboxylic acids, esters, ethers, amines, alcohols and amides. Further topics include polyfunctional and heterocyclic compounds, amino acids, proteins, lipids and carbohydrates. Laboratory includes qualitative organic analysis. Laboratory fee. (3 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 4005045239)

COMMUNICATIONS

COMM 1336 Television Production I (3)

(This is a common course number. Former course prefix/number RTV 210)

Prerequisite: Journalism 1307 or demonstrated competence approved by the instructor. This course introduces the student to station organization, studio operation, and the use of studio equipment. Topics include continuity, camera operation, sound, lighting, and videotape recording. (2 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 1001045226)

COMPUTER INFORMATION SYSTEMS

CISC 1371 Data Entry Applications And Concepts (3)

(Former course prefix/number CIS 111)

Prerequisite: One semester of high school or college-level typing or keyboarding or demonstrated competence approved by the instructor. This course provides hands-on experience using a personal computer for data entry applications. Students will learn to use a data entry utility program to create, change, and modify data sets, as well as enter variable data. Speed and accuracy will be stressed. Laboratory fee. (2 Lec., 4 Lab.)

CISC 1372 Data Communications And Operating Systems (3)

(Former course prefix/number CIS 160)

Prerequisite: Computer Information Systems 1470 or demonstrated competence approved by the instructor. This course provides a survey of operating environments and data communications, including vocabulary, concepts, and uses. Topics include connectivity, operating system functions, data communications hardware, software, networks, and protocols. (3 Lec.)

CISC 1373 BASIC Programming (3)

(Former course prefix/number CIS 172)

Prerequisite: Computer Information Systems 1470 and Computer Information Systems 1471 or demonstrated competence approved by the instructor. This course covers the fundamentals of the BASIC programming language. Topics include structured program development, input/output operations, interactive concepts and techniques, selection and iteration, arrays, functions, string handling, and file processing. Laboratory fee. (2 Lec., 2 Lab.)

CISC 1376 Exploring the Internet (3)

(Former course prefix/number CIS 102)

Prerequisite: Computer Information Systems 1470 or demonstrated competence approved by the instructor. The course provides an introduction to using the Internet. Topics include history, ethical issues, electronic mail, access to remote sites, moving files, researching, using the World Wide Web and initial programming in HTML. Laboratory fee. (2 Lec., 2 Lab.)

CISC 1470 Introduction to Computer Concepts And Applications (4)

(Former course prefix/number CIS 101)

This course introduces the use of computers in business organizations, professional activities and personal life. Topics include terminology, hardware components, systems and application software, systems development of applications, and use of contemporary software application packages (such as word processing, spreadsheet, database, and graphics). Laboratory fee. (3 Lec., 3 Lab.)

CISC 1471 Problem Solving With The Computer (4)

(Former course prefix/number CIS 106)

Prerequisite: Credit or concurrent enrollment in Computer Information Systems 1470 or demonstrated competence approved by the instructor. This course explores the methods of providing computerized solutions to business problems. Analysis and design methods and tools are studied and applied to practical situations involving various business functions. Topics include problem solving skills, logic structures, and programming. Laboratory fee. (3 Lec., 4 Lab.)

CISC 1472 Database Programming I (4)

(Former course prefix/number CIS 109)

Prerequisites: Computer Information Systems 1470 and Computer Information Systems 1471 or demonstrated competence approved by the instructor. This course develops structured programming skills using a database language. Topics include input/output, comparisons, control breaks, array concepts and report forms. Skills in problem analysis, using design tools, coding, testing, and documentation are also developed. Laboratory fee. (3 Lec., 4 Lab.)

CISC 1473 Systems Management/Operations I (4)

(Former course prefix/number CIS 116)

Prerequisite: Credit or concurrent enrollment in Computer Information Systems 1470 and Computer Information Systems 1471 or demonstrated competence approved by the instructor. The interrelationships among computer systems, hardware and software are covered. Topics include tasks associated with systems management and computer operations; peripheral device fundamentals; physical file concepts; using job documentation, standards, operating procedures, control language; and analyzing output and audit logs. Laboratory fee. (3 Lec., 4 Lab.)

CISC 1474 Text Processing Applications (4)

(Former course prefix/number CIS 121)

Prerequisite: Computer Information Systems 1470 or demonstrated competence approved by the instructor. The course covers the use of microcomputers in preparing and editing documents, the mechanics of writing and the composition of various types of communications including letters. Topics include entry and editing, reformatting, search and replace, cut-and-paste, file and print operations, utilities including spelling checkers, outliners, and office productivity tools. Office automation concepts including desk top publishing, facsimile and networking are covered. Students will learn to use commercially available text processors. Laboratory fee. (3 Lec., 4 Lab.)

CISC 1475 Systems Management/Operations II (4)

(Former course prefix/number CIS 126)

Prerequisites: Computer Information Systems 1470, Computer Information Systems 1471, and Computer Information Systems 1473 or demonstrated competence approved by the instructor. Management theories and multi-user operating system concepts are covered. Topics include physical and logical files; system commands and control language programming; interpretation of messages and codes; maintaining system security; introduction to data communications; data base screen and report design aids, query and update methods used on mainframes, midrange, and personal computer systems. Laboratory fee. (3 Lec., 4 Lab.)

CISC 1476 Programming I (4)

(Former course prefix/number CIS 162)

Prerequisites: Computer Information Systems 1470 and Computer Information Systems 1471 or demonstrated competence approved by the instructor. This course develops programming skills. Topics include input/output, comparisons, introductory concepts, and report formats. Skills in problem analysis, using design tools, coding, testing, and documentation are also developed. This course may be repeated for credit when programming language differs. Laboratory fee. (3 Lec., 4 Lab.)

CISC 1477 Programming II (4)

(Former course prefix/number CIS 164)

Prerequisites: Computer Information Systems 1471 and Computer Information Systems 1476 or demonstrated competence approved by the instructor. This course continues the development of programming skills. Topics include advanced concepts, organization, maintenance, and debugging techniques. This course may be repeated for credit when programming language differs. Laboratory fee. (3 Lec., 4 Lab.)

CISC 1478 RPG Programming (4)

(Former course prefix/number CIS 171)

Prerequisite: Computer Information Systems 1470 and Computer Information Systems 1471 or demonstrated competence approved by the instructor. This course introduces programming skills using an RPG language. Topics include basic listings with levels of totals, array processing, exception reporting, sequential and keyed file processing and introduction to interactive processing applications. Laboratory fee. (3 Lec., 4 Lab.)

CISC 2170 Contemporary Topics In Computer Information Systems (1)

(Former course prefix/number CIS 260)

Prerequisite: Will vary based on topics covered and will be annotated in each semester's class schedule. Recent developments and topics of current interest are studied. May be repeated when topics vary. (1 Lec.)

CISC 2370 Fundamentals Of Networking (3)

(Former course prefix/number CIS 200)

Prerequisite: Computer Information Systems 1372 or demonstrated competence approved by the instructor. This course presents the fundamentals of computer networking. Topics include network planning, cost evaluation, design, and implementation. Laboratory fee. (3 Lec., 1 Lab.)

CISC 2372 Contemporary Topics In Computer Information Systems (3)

(Former course prefix/number CIS 262)

Prerequisite: Will vary based on topics covered and will be annotated in each semester's class schedule. Recent developments and topics of current interest are studied. May be repeated when topics vary. (3 Lec.)

CISC 2373 Special Topics In Computer Information Systems (3)

(Former course prefix/number CIS 263)

Prerequisite: Will vary based on topics covered and will be annotated in each semester's class schedule. Current developments in the rapidly changing field of computer information systems are studied. May be repeated when topics vary. Laboratory fee. (2 Lec., 2 Lab.)

CISC 2374 Advanced BASIC Techniques (3)

(Former course prefix/number CIS 272)

Prerequisite: Computer Information Systems 1373 or demonstrated competence approved by the instructor. This course continues the development of programming skills using the BASIC language and its application to typical business problems. Topics include multidimensional arrays, random access files, and graphics. Laboratory fee. (2 Lec., 2 Lab.)

CISC 2375 User Documentation And Training (3)

(Former course prefix/number CIS 275)

Prerequisites: Speech Communication 1311, Computer Information Systems 1470 and Computer Information Systems 1471 or demonstrated competence approved by the instructor. This course covers the practical application of adult learning theory, product documentation, creating user guides and reference manuals, using tutorials, evaluating and using training materials, effective training experiences, concepts of desk top publishing, and presentation graphics. Laboratory fee. (3 Lec., 1 Lab.)

CISC 2470 Control Language and Operating Environments (4)

(Former course prefix/number CIS 205)

Prerequisite: Computer Information Systems 1470 and Computer Information Systems 1471 or demonstrated competence approved by the instructor. This course introduces operating systems concepts, terminology, control language, and utilities. Laboratory fee. (3 Lec., 4 Lab.)

CISC 2472 Database Programming II (4)

(Former course prefix/number CIS 209)

Prerequisites: Computer Information Systems 1472 or demonstrated competence approved by the instructor. This course continues programming skills in a database language. Topics include advanced array concepts, subroutine concepts, advanced screen handling techniques, index techniques, and integrated system development and organization. Laboratory fee. (3 Lec., 4 Lab.)

CISC 2474 C Programming (4)

(Former course prefix/number CIS 212)

Prerequisite: A minimum of 3 credit hours in a programming language or demonstrated competence approved by the instructor. This course covers the fundamentals of the C Programming language. Topics include structured programming and problem solving techniques. Laboratory fee. (3 Lec., 4 Lab.)

CISC 2476 Spreadsheet Applications (4)

(Former course prefix/number CIS 218)

Prerequisites: Computer Information Systems 1470 and Computer Information Systems 1471 or demonstrated competence approved by the instructor. The course covers the theory and uses of electronic spreadsheets using commercially available packages. Topics include formula creation, template design, formatting features, statistical, mathematical and financial functions, file operations, report generation, graphics, and macro programming. Laboratory fee. (3 Lec., 4 Lab.)

CISC 2478 PC Operating Systems And Utilities (4)

(Former course prefix/number CIS 221)

Prerequisites: Computer Information Systems 1470 and Computer Information Systems 1471 or demonstrated competence approved by the instructor. This course covers operating system concepts and includes data and memory management, the use of batch files, and "path techniques" to facilitate efficient use of secondary storage. Back-up techniques, operating system commands, and operating system enhancer programs and utilities will be analyzed. Laboratory fee. (3 Lec., 3 Lab.)

CISC 2479 Systems Analysis And Design (4)

(Former course prefix/number CIS 225)

Prerequisite: Minimum of six hours of programming language courses or demonstrated competence approved by the instructor. This course introduces and develops skills to analyze existing business systems, to design new systems using structured methodology, and to prepare documentation. Emphasis is on a case study involving all facets of systems analysis and design. Laboratory fee. (3 Lec., 4 Lab.)

CISC 2480 PC Hardware (4)

(Former course prefix/number CIS 226)

Prerequisite: Credit or concurrent enrollment in Computer Information Systems 2478 or demonstrated competence approved by the instructor. This course presents a functional systems-level review of PC hardware and the organization of components and devices into architectural configurations. Students will learn how to prepare and evaluate system specifications, trouble-shoot minor hardware problems, configure and install hardware, manage memory, modify and use diagnostic software. Laboratory fee. (3 Lec., 3 Lab.)

CISC 2481 Database Applications (4)

(Former course prefix/number CIS 228)

Prerequisites: Computer Information Systems 1471 or demonstrated competence approved by the instructor. This course covers database management concepts using commercially available software. Topics include terminology, organizing data and designing files, report and menu generation, indexing, selection/queries, browsing, file operations, and program development. Laboratory fee. (3 Lec., 4 Lab.)

CISC 2484 Special Topics In Computer Information Systems (4)

(Former course prefix/number CIS 265)

Prerequisite: Will vary based on topics covered and will be annotated in each semester's class schedule. Current developments in the rapidly changing field of computer information systems are studied. May be repeated as topics vary. Laboratory fee. (3 Lec., 4 Lab.)

CISC 2486 Advanced C Programming (4)

(Former course prefix/number CIS 268)

Prerequisite: Computer Information Systems 2474 or demonstrated competence approved by the instructor. This course continues a study of the C Programming language. Topics include lists, linked lists, searching, tables, sorting, recursion, binary trees and graphs. Laboratory fee. (3 Lec., 4 Lab.)

CISC 2487 Object Oriented Programming (4)

(Former course prefix/number CIS 270)

Prerequisites: Minimum of three credit hours in programming courses or demonstrated competence approved by the instructor. This course presents the basic elements of object oriented design and development and object oriented programming. Laboratory fee. (3 Lec., 4 Lab.)

CISC 2492 RPG Interactive Subfile Processing (4)

(Former course prefix/number CIS 271)

Prerequisites: Computer Information Systems 1473, Computer Information Systems 1475, and Computer Information Systems 1478 or demonstrated competence approved by the instructor. The course continues the study of RPG/400. Topics include interactive processing using SDA with add, update and delete; subfile inquiry and update using READC; parameter passing, calling programs and LDA; programmer commands including FILE and DEBUG; INFDS, SDA, record locking, QCMDEXEC, message files and data structures. Laboratory fee. (3 Lec., 4 Lab.)

CISC 7271 Cooperative Work Experience (2)

(Former course prefix/number CIS 702)

Prerequisite: Completion of two courses in the Computer Information Systems program or instructor approval. This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives and work experiences. Student must develop new learning objectives each semester. The seminar consists of topics which include job interview and application techniques, job site interpersonal relations, preparation of resumes, building self-esteem, setting and writing job objectives, time and stress management techniques, career interest/aptitude test, evaluation and planning, vendor presentation and professional development. (1 Lec., 10 Lab.)

CISC 7272 Cooperative Work Experience (2)

(Former course prefix/number CIS 712)

Prerequisite: Completion of one course in Computer Information Systems 7171, Computer Information Systems 7271, Computer Information Systems 7371, or Computer Information Systems 7471. This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives and work experiences. Student must develop new learning objectives each semester. The seminar consists of topics which include setting and writing job objectives and directed independent studies of computer-related topics such as expert systems, new vendor products or presentation graphics. (1 Lec., 10 Lab.)

CISC 7371 Cooperative Work Experience (3)

(Former course prefix/number CIS 703)

Prerequisites: Completion of two courses in the Computer Information Systems program or instructor approval. This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives and work experiences. Student must develop new learning objectives each semester. The seminar consists of topics which include job interview and application techniques, job site interpersonal relations, preparation of resumes, building self-esteem, setting and writing job objectives, time and stress management techniques, career interest/aptitude test, evaluation and planning, vendor presentation and professional development. (1 Lec., 15 Lab.)

CISC 7372 Cooperative Work Experience (3)

(Former course prefix/number CIS 713)

Prerequisite: Completion of one course in Computer Information Systems 7171, Computer Information Systems 7271, Computer Information Systems 7371, or Computer Information Systems 7471. This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives and work experiences. Student must develop new learning objectives each semester. The seminar consists of topics which include setting and writing job objectives and directed independent studies of computer-related topics such as expert systems, new vendor products or presentation graphics. (1 Lec., 15 Lab.)

CISC 7471 Cooperative Work Experience (4)

(Former course prefix/number CIS 704)

Prerequisites: Completion of two courses in the Computer Information Systems program or instructor approval. This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives and work experiences. Student must develop new learning objectives each semester. The seminar consists of topics which include job interview and application techniques, job site interpersonal relations, preparation of resumes, building self-esteem, setting and writing job objectives, time and stress management techniques, career interest/aptitude test, evaluation and planning, vendor presentation and professional development. (1 Lec., 20 Lab.)

CISC 7472 Cooperative Work Experience (4)

(Former course prefix/number CIS 714)

Prerequisite: Completion of one course in Computer Information Systems 7171, Computer Information Systems 7271, Computer Information Systems 7371, or Computer Information Systems 7471. This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives and work experiences. Student must develop new learning objectives each semester. The seminar consists of topics which include setting and writing job objectives and directed independent studies of computer-related topics such as expert systems, new vendor products or presentation graphics. (1 Lec., 20 Lab.)

CRIMINAL JUSTICE

CRIJ 1301 Introduction To Criminal Justice (3)

(This is a common course number. Former course prefix/number CJ 140)

This course is a study of history and philosophy of criminal justice including ethical considerations. Topics include the definition of crime, the nature and impact of crime, an overview of the criminal justice system, law enforcement, court system, prosecution and defense, trial process, and corrections. (3 Lec.)

CRIJ 1306 The Courts And Criminal Justice (3)

(This is a common course number. Former course prefix/number CJ 132)

The judiciary in the criminal justice system is explained. The structure of the American Court System is defined. Prosecutorial right to counsel is explained. Other areas covered are pretrial release, grand juries, adjudication process, and types of rules of evidence and sentencing. (3 Lec.)

CRIJ 1307 Crime In America (3)

(This is a common course number. Former course prefix/number CJ 139)

American crime problems are studied in the historical perspective. Social and public policy factors affecting crime are discussed. The impact of crime and crime trends are shown along with the social characteristics of specific crimes. The prevention of crime is emphasized. (3 Lec.)

CRIJ 1310 Fundamentals Of Criminal Law (3)

(This is a common course number. Former course prefix/number CJ 130)

A study of the nature of criminal law is presented. The philosophical and historical development of criminal law is covered. Major definitions and concepts are given. The classification of crime is covered. The elements of crimes and penalties are discussed using Texas statutes as illustrations. Criminal responsibility is defined. (3 Lec.)

CRIJ 2301 Community Resources In Corrections (3)

(This is a common course number. Former course prefix/number CJ 251)

This course is an introductory study of the role of the community in corrections. Community programs for adults and juveniles and the administration of community programs are covered. Legal issues and future trends are presented. (3 Lec.)

CRIJ 2313 Correctional Systems And Practices (3)

(This is a common course number. Former course prefix/number CJ 250)

The relationship of corrections in the Criminal Justice system, the organization of correctional systems, and the correctional role are covered. Attention is given to institutional operations, alternatives to institutionalization, treatment and rehabilitation, and current and future issues. (3 Lec.)

CRIJ 2314 Criminal Investigation (3)

(This is a common course number. Former course prefix/number CJ 240)

Prerequisite: Criminal Justice 1301. This course covers investigative theory. Topics include the collection and preservation of evidence, sources of information, and interview and interrogation. The uses of forensic sciences and case and trial preparation are also included. (3 Lec.)

CRIJ 2322 Juvenile Procedures (3)

(This is a common course number. Former course prefix/number CJ 242)

Prerequisite: Criminal Justice 1301. This course covers recent research and new materials in juvenile procedures. Emphasis is on the major responsibilities of police work with children and youth. (3 Lec.)

CRIJ 2323 Legal Aspects of Law Enforcement (3)

(This is a common course number. Former course prefix/number CJ 247)

This course covers police authority, responsibilities, and constitutional constraints. Topics include laws of arrest, search and seizure, and police liability. (3 Lec.)

CRIJ 2328 Police Systems and Practices (3)

(This is a common course number. Former course prefix/number CJ 248)

The police profession is studied. The organization of law enforcement systems is explained. Other topics include the police role, police discretion, ethics, and police/community interaction. Current and future issues are emphasized. (3 Lec.)

CRIJ 2331 Traffic Planning And Administration (3)

(This is a common course number. Former course prefix/number CJ 244)

Prerequisite: Criminal Justice 1301. The magnitude and complexities of traffic problems are presented. Topics include techniques used by various agencies to eliminate or control these problems. Emphasis is on evaluation of problems and solutions. (3 Lec.)

CRIJ 2333 Texas Peace Officers Law (3)

(This is a common course number. Former course prefix/number CJ 148)

Prerequisite: Thirty semester hours of approved academic courses to include fifteen hours of the transfer curriculum in law enforcement. This course is a study of laws that are directly related to police field work. Topics include traffic, intoxicated driver, Penal Code, elements of crimes, the Family Code, Alcoholic Beverage Code and civil liability. This course qualifies for four TCLEOSE training points. (3 Lec., 2 Lab.)

CRIJ 2334 Texas Peace Officer Procedures (3)

(This is a common course number. Former course prefix/number CJ 150)

Prerequisite: Criminal Justice 2333 or concurrent enrollment. This course is a study of the techniques and procedures used by police officers on patrol. Topics include controlled substance identification, handling abnormal persons, traffic collision investigation, note taking and report writing, vehicle operation, traffic direction, crowd control and jail operations. This course qualifies for four TCLEOSE training points. (3 Lec., 2 Lab.)

CRIJ 2335 Texas Peace Officer Skills (3)

(This is a common course number. Former course prefix/number CJ 232)

Prerequisites: Criminal Justice 2333 and Criminal Justice 2334 or concurrent enrollment. This course includes the demonstration and practice of the skills expected of a police officer. Topics include patrol, traffic stops, use of force, mechanics of arrest, firearms safety and emergency medical care. This course qualifies for five TCLEOSE training points. (4 Lec., 2 Lab.)

CRIJ 7371 Cooperative Work Experience (3)

(Former course prefix/number CJ 703)

Prerequisites: Completion of two courses in the Criminal Justice program. This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives and work experiences. Student must develop new learning objectives each semester. The seminar consists of topics which include job interview and application techniques, job site interpersonal relations, preparation of resumes, building self-esteem, setting and writing job objectives, time and stress management techniques, career interest/aptitude test, evaluation and planning, and professional development. (1 Lec., 15 Lab.)

CRIJ 7372 Cooperative Work Experience (3)

(Former course prefix/number CJ 713)

Prerequisite: Completion of one course in Criminal Justice 7371 or Criminal Justice 7471. This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives and work experiences. Student must develop new learning objectives each semester. The seminar consists of topics which include setting and writing job objectives. (1 Lec., 15 Lab.)

CRIJ 7471 Cooperative Work Experience (4)

(Former course prefix/number CJ 704)

Prerequisites: Completion of two courses in the Criminal Justice program. This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives and work experiences. Student must develop new learning objectives each semester. The seminar consists of topics which include job interview and application techniques, job site interpersonal relations, preparation of resumes, building self-esteem, setting and writing job objectives, time and stress management techniques, career interest/aptitude test, evaluation and planning, and professional development. (1 Lec., 20 Lab.)

CRIJ 7472 Cooperative Work Experience (4)

(Former course prefix/number CJ 714)

Prerequisite: Completion of one course in Criminal Justice 7371 or Criminal Justice 7471. This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives and work experiences. Student must develop new learning objectives each semester. The seminar consists of topics which include setting and writing job objectives. (1 Lec., 20 Lab.)

A number of other course descriptions in Criminal Justice will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at [\[http://www.dcccd.edu/admiss/cd.htm\]](http://www.dcccd.edu/admiss/cd.htm) or from an academic advisor beginning June 1, 1999.

DESIGN

All course descriptions in Design will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at [\[http://www.dcccd.edu/admiss/cd.htm\]](http://www.dcccd.edu/admiss/cd.htm) or from an academic advisor beginning June 1, 1999.

DEVELOPMENTAL MATHEMATICS

Developmental Mathematics courses offer a review of mathematical skills. Developmental Mathematics 0099 or Developmental Mathematics 0093 satisfies prerequisites for Mathematics 1314, 1324, 1332, 1333, 1335, 1342 and 1414. Developmental Mathematics 0097 or Developmental Mathematics 0091 satisfies prerequisites for Mathematics 1374.

DMAT 0060 Basic Mathematics I (1)

(Former course prefix/number DM 060)

This course is designed to give an understanding of fundamental operations. Selected topics include whole numbers, decimals, and ratio and proportions. (1 Lec.)
(Coordinating Board Academic Approval Number 3201045137)

DMAT 0061 Basic Mathematics II (1)

(Former course prefix/number DM 061)

This course is designed to give an understanding of fractions. Selected topics include primes, factors, least common multiples, percents, and basic operations with fractions. (1 Lec.)

(Coordinating Board Academic Approval Number 3201045137)

DMAT 0072 Elementary Algebra III (1)

(Former course prefix/number DM 072)

Prerequisite: Developmental Mathematics 0071 or equivalent. This course includes selected topics such as fractional and quadratic equations, quadratic equations with irrational solutions, and systems of equations involving two variables. (1 Lec.)

(Coordinating Board Academic Approval Number 3201045137)

DMAT 0073 Introduction To Geometry (1)

(Former course prefix/number DM 073)

This course introduces principles of geometry. Axioms, theorems, axiom systems, models of such systems, and methods of proof are stressed. (1 Lec.)

(Coordinating Board Academic Approval Number 3201045137)

DMAT 0090 Pre Algebra Mathematics (3)

(Former course prefix/number DM 090)

Prerequisite: An appropriate assessment test score. This course is designed to develop an understanding of fundamental operations using whole numbers, fractions, decimals, and percentages and to strengthen basic skills in mathematics. The course is planned primarily for students who need to review basic mathematical processes. This is the first three-hour course in the developmental mathematics sequence. (3 Lec.)

(Coordinating Board Academic Approval Number 3201045137)

DMAT 0091 Elementary Algebra (3)

(Former course prefix/number DM 091)

Prerequisite: Developmental Mathematics 0090 or an appropriate assessment test score. This is a course in introductory algebra which includes operations on real numbers, polynomials, special products and factoring, rational expressions, and linear equations and inequalities. Also covered are graphs, systems of linear equations, exponents, roots, radicals, and quadratic equations. (3 Lec.)

(Coordinating Board Academic Approval Number 3201045137)

DMAT 0093 Intermediate Algebra (3)

(Former course prefix/number DM 093)

Prerequisite: One year of high school algebra and an appropriate assessment test score or Developmental Mathematics 0091. This course includes further development of the terminology of sets, operations on sets, properties of real numbers, polynomials, rational expressions, linear equations and inequalities, the straight line, systems of linear equations, exponents, roots, and radicals. Also covered are products and factoring, quadratic equations and inequalities, absolute value equations and inequalities, relations, functions, and graphs. (3 Lec.)

(Coordinating Board Academic Approval Number 3201045137)

DMAT 0100 Review of Basic Mathematical Concepts (1)

Prerequisite: Developmental Mathematics 0093 or Developmental Mathematics 0098. This course is for students who have not passed the mathematics section of the TASP test. Topics covered will include: real numbers; graphs, charts and tables; solving linear and quadratic equations; algebraic expressions; solving problems involving geometric concept and applied reasoning skills. This course cannot be used as a prerequisite for any college-level mathematics course. This course may be repeated for a maximum of 3 credits. (1 Lec.)

(Coordinating Board Academic Approval Number 3201045137)

DMAT 0200 Review of Fundamental Mathematical Concepts (1)

Prerequisite: Developmental Mathematics 0093 or Developmental Mathematics 0099 or consent of instructor. This is a review course for students who have completed and passed the recommended developmental mathematics sequence of courses but have not passed the mathematics section of the TASP test. Emphasis is on individual needs. This course cannot be used as a prerequisite for any college-level mathematics course. This course may be repeated for credit. (2 Lab.)

(Coordinating Board Academic Approval Number 3201045137)

DMAT 0300 Review of Algebraic and Geometric Concepts (3)

Prerequisite: Developmental Mathematics 0093 or Developmental Mathematics 0099. This is a review course for students who have completed and passed the recommended developmental mathematics sequence of courses but have not passed the mathematics section of the TASP test. Topics include test-taking strategies and practice as well as TASP related mathematical concepts. This course cannot be used as a prerequisite for any college-level mathematics course. (3 Lec.)

(Coordinating Board Academic Approval Number 3201045137)

DMAT 0400 Review of Fundamental Algebraic Concepts (3)

Prerequisite: Developmental Mathematics 0093 or Developmental Mathematics 0099. This is a review course for students who have completed and passed the recommended developmental mathematics sequence of courses but have not passed the mathematics section of the TASP test. Topics include basic operations of real numbers; analysis and interpretation of graphs and tables; solutions and graphs of linear, absolute value and quadratic equations and inequalities; factoring; exponent; principles of geometry; inductive reasoning; and functions. This course cannot be used as a prerequisite for any college-level mathematics course. (2 Lec., 2 Lab.)

(Coordinating Board Academic Approval Number 3201045137)

DEVELOPMENTAL READING

Students can improve their academic success by taking the appropriate reading courses. For an assessment of which course to begin with, talk with a reading faculty member or a counselor.

DREA 0090 Developmental Reading (3)

(Former course prefix/number DR 090)

This course presents basic reading comprehension and vocabulary skills. Basic study skills are introduced. (3 Lec.)

(Coordinating Board Academic Approval Number 3201085235)

DREA 0091 Developmental Reading (3)

(Former course prefix DR 091)

This course continues the development of reading comprehension and vocabulary skills. Study skills are also included. (3 Lec.)

(Coordinating Board Academic Approval Number 3201085235)

DREA 0093 Developmental Reading (3)

(Former course prefix DR 093)

This course offers further development of reading comprehension, vocabulary, and study skills. (3 Lec.)

(Coordinating Board Academic Approval Number 3201085235)

DREA 0100 College Learning Skills in Reading (1)

This course offers further development of reading comprehension, vocabulary, and study skills for students who have completed the developmental reading series, but have not passed the reading portion of the TASP test. This course may be repeated for a maximum of three credits. (1 Lec.)

(Coordinating Board Academic Approval Number 3201085235)

DREA 0200 Learning Skills Improvement in Reading (1)

This course offers further development of reading comprehension and vocabulary for students who have completed the developmental reading series, but have not passed the reading portion of the TASP test. Emphasis is on the development of learning skills according to individual needs. This course may be repeated for a maximum of three credits. (2 Lab.)

(Coordinating Board Academic Approval Number 3201085235)

DEVELOPMENTAL WRITING

Students can improve their writing skills by taking Developmental Writing. These courses are offered for three hours of credit.

DWRI 0090 Developmental Writing (3)

(Former course prefix/number DW 090)

This course introduces the writing process. Course topics include practice in getting ideas, writing and rewriting, making improvements, and correcting mistakes. A learning lab is available to provide additional assistance. (3 Lec.)

(Coordinating Board Academic Approval Number 3201085335)

DWRI 0091 Developmental Writing (3)

(Former course prefix/number DW 091)

This course focuses on the writing process. Course topics include inventing, drafting, revising, and editing multi-paragraph papers. Building reading skills, using resources, developing thinking skills, and improving attitudes toward writing comprise other course topics. A learning lab is available to provide additional assistance. (3 Lec.)

(Coordinating Board Academic Approval Number 3201085335)

DWRI 0093 Developmental Writing (3)

(Former course prefix/number DW 093)

This course refines student writing skills in inventing, drafting, revising, and editing multi-paragraph papers. (3 Lec.)

(Coordinating Board Academic Approval Number 3201085335)

DWRI 0100 Developmental Writing (1)

This course focuses on instruction to prepare students to meet TASP requirements. This course is also for students who wish to extend their writing skills for academic or career programs. Individualized study and practice are provided. This course may be repeated for a maximum of three credits. (1 Lec.)

(Coordinating Board Academic Approval Number 3201085335)

DWRI 0200 Developmental Writing (1)

This course focuses upon writing skills improvement. Writing skills are strengthened. Emphasis is on individual needs and personalized programs. This course may be repeated for a maximum of three credits. (2 Lab.)

(Coordinating Board Academic Approval Number 3201085335)

DIAGNOSTIC MEDICAL SONOGRAPHY

SONO 2170 Clinical Medicine III (1)

(Former course prefix/number DMS 237)

Prerequisite: Minimum grade of "C" or better in all previous courses. This course is a continuation of Clinical Medicine II, with emphasis on small parts ultrasound. (3 Lec.)

SONO 2171 Sonography III (1)

(Former course prefix/number DMS 257)

Prerequisite: Grade of "C" or better in all previous courses. Detailed study of normal and pathological superficial structures as related to scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols. (1 Lec.)

SONO 2172 Clinical Medicine IV (1)

(Former course prefix/number DMS 242)

Prerequisite: Minimum grade of "C" or better in all previous courses. This course is a continuation of Clinical Medicine III with emphasis placed on review of adult abdominal organ systems, neonatal heads and breast sonography. (3 Lec.)

SONO 2173 Ultrasound Instrumentation (1)

(Former course prefix/number DMS 261)

Prerequisite: Acceptance into the Diagnostic Medical Sonography program and a grade of "C" or better in all previous courses or approval of Program Director. This course focuses on the basic pulse-echo ultrasound system including the components and function of the scanner, display system, scan converter, and hard copy units. Emphasis on Doppler production and display and safety and performance issues. (1 Lec.)

SONO 2174 Sonography IV (1)

(Former course prefix/number DMS 266)

Prerequisite: Grade of "C" or better in all previous courses. Detailed study of normal and pathological neonatal head structures. Review of previously covered material. Vascular methodology will be discussed. (1 Lec.)

SONO 2272 Clinical Education III (2)

(Former course prefix/number DMS 252)

Prerequisite: Minimum grade of "C" or better in all previous courses. This course is a continuation of Clinical Education II. Students will be assigned to affiliated hospital ultrasound departments. (32 Lab.)

SONO 2273 Clinical Education IV (2)

(Former course prefix/number DMS 253)

Prerequisite: Minimum grade of "C" or better in all previous courses. This course is a continuation of Clinical Education III. Students will be assigned to affiliated hospital ultrasound departments. (32 Lab.)

SONO 2274 Clinical Education I (2)

(Former course prefix/number DMS 205)

Prerequisite: Minimum grade of "C" or better in all previous Radiologic Sciences courses. The student will participate in supervised experiences in an affiliated hospital ultrasound department. (20 Ext.)

SONO 2275 Pathophysiology (2)

(Former course prefix/number DMS 215)

Prerequisite: Minimum grade of "C" or better in all previous Radiologic Sciences courses. This course presents a study of the pathology and pathophysiology of abdominal structures visualized with ultrasound examination, including urinary and reproductive systems, breast and thyroid. Correlations will be made between sonographic examination and disease processes of these organs. (1 Lec., 2 Lab.)

SONO 2276 Practicum III (2)

(Former course prefix/number DMS 264)

Prerequisite: Grade of "C" or better in all previous courses. Practical general training and experiences in the workplace. 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. (1 Lec., 10 Ext.)

SONO 2277 Practicum IV (2)

(Former course prefix/number DMS 265)

Prerequisite: Grade of "C" or better in all previous courses. Practical general training and experiences in the workplace. 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. (1 Lec., 10 Ext.)

SONO 2370 Cross Sectional Anatomy (3)

(Former course prefix/number DMS 208)

Prerequisite: Minimum grade of "C" or better in all previous courses. This course focuses on a detailed study of the anatomy of the abdomen, including the anatomical relationships of organs such as the liver, gallbladder, spleen, vascular system, and pelvis, as it relates to an ultrasound examination. Laboratory fee. (3 Lec.)

SONO 2371 Acoustical Physics (3)

(Former course prefix/number DMS 210)

Prerequisite: Minimum grade of "C" or better in all previous courses. This course is designed to introduce the student to the study of acoustical physics, with the discussion of such topics as the interaction of ultrasound with tissues, mechanics of ultrasound production, various transducer design and construction, and principles of doppler devices. (3 Lec.)

SONO 2374 Clinical Education II (3)

(Former course prefix/number DMS 206)

Prerequisite: Minimum grade of "C" or better in all previous courses. This is a continuation of Clinical Education I. Students will be assigned to affiliated hospital ultrasound departments. (24 Ext.)

SONO 2375 Practicum I (3)

(Former course prefix/number DMS 260)

Prerequisite: Grade of "C" or better in all previous course work. Practical general training and experiences in the workplace. 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. (24 Ext.)

SONO 2376 Practicum II (3)

(Former course prefix/number DMS 256)

Prerequisite: Grade of "C" or better in all previous courses. Practical general training and experiences in the workplace. 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. (24 Ext.)

SONO 2377 Sonographic Cross Sectional Anatomy (3)

(Former course prefix/number DMS 258)

Prerequisite: Admission to the Diagnostic Medical Sonography program. Detailed study of the anatomy of the abdomen and pelvis including anatomical relationships of organs such as liver, gallbladder, spleen, pancreas, and vascular structures and body planes and quadrants. (3 Lec.)

SONO 2378 Advanced Acoustical Physical (3)

(Former course prefix/number DMS 259)

Prerequisite: Grade of "C" or better in all previous courses. Advanced course emphasizing the use of ultrasound instruments including modes of operation, operation control options, techniques for recording static and dynamic images, and advances in transducer design. (3 Lec.)

SONO 2379 Sonography V (3)

(Former course prefix/number DMS 263)

Prerequisite: Minimum grade of "C" or better in all previous courses. This is a continuation of Diagnostic Medical Sonography IV with emphasis on hemodynamics, vascular anatomy and pathology, scanning techniques, transducers and instrumentation, patient history and laboratory data. (3 Lec.)

SONO 2473 Clinical Medicine I (4)

(Former course prefix/number DMS 207)

Prerequisite: Minimum grade of "C" or better in all previous courses. A detailed study of scanning techniques, transducers, normal and abnormal abdominal anatomy, patient history and laboratory data, as it relates to sonographic examination are the focus of this course. (4 Lec., 1 Lab.)

SONO 2474 Clinical Medicine II (4)

(Former course prefix/number DMS 209)

Prerequisite: Minimum grade of "C" or better in all previous courses. This is a continuation of Clinical Medicine I with emphasis on the male and female pelvis, and obstetrics. (4 Lec., 1 Lab.)

SONO 2475 Sonography I (4)

(Former course prefix/number DMS 254)

Prerequisite: Admission to program. Detailed study of normal and pathological abdominal structures as related to scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols. Laboratory fee. (3 Lec., 2 Lab.)

SONO 2476 Sonography II (4)

(Former course prefix/number DMS 255)

Prerequisite: Grade of "C" or better in all previous courses. Detailed study of the male and female pelvis and obstetrics/gynecology as related to scanning techniques, patient history and laboratory data, transducer selection, and scanning protocols. Laboratory fee. (3 Lec., 2 Lab.)

SONO 2477 Practicum V (4)

(Former course prefix/number DMS 262)

Prerequisite: Minimum grade of "C" or better in all previous courses. This course is a continuation of previous practicum courses. Hemodynamics and vascular ultrasound is the focus. The student will participate in supervised clinical experiences at affiliated ultrasound laboratory departments. (32 Ext.)

DRAMA

(Formerly Theatre)

DRAM 1120 Rehearsal And Performance I (1)

(This is a common course number. Former course prefix/number THE 114)

Participation in the class may include any phase of rehearsal and performance of the current theatrical presentation. This course may be repeated for credit. (3 Lab.)

(Coordinating Board Academic Approval Number 5005015230)

DRAM 1221 Rehearsal And Performance II (2)

(This is a common course number. Former course prefix/number THE 210)

Participation in the class may include any phase of rehearsal and performance of the current theatrical presentation. This course may be repeated for credit. (6 Lab.)

(Coordinating Board Academic Approval Number 5005015230)

DRAM 1310 Introduction To The Theatre (3)

(This is a common course number. Former course prefix/number THE 101)

The various aspects of theatre are surveyed. Topics include plays, playwrights, directing, acting, theatres, artists, and technicians. (3 Lec.)

(Coordinating Board Academic Approval Number 5005015130)

DRAM 1330 Stagecraft I (3)

(This is a common course number. Former course prefix/number THE 103)

The technical aspects of play production are studied. Topics include shop procedures, the planning and fabrication of scenic elements, and backstage operations. (2 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 5005025130)

DRAM 1341 Make-Up For The Stage (3)

(This is a common course number. Former course prefix/number THE 105)

The craft of make-up is explored. Both theory and practice are included. Laboratory fee. (3 Lec.)

(Coordinating Board Academic Approval Number 5005025230)

DRAM 1351 Acting I (3)

(This is a common course number. Former course prefix/number THE 106)

The theory of acting and various exercises are presented. Body control, voice, interpretation, characterization, and stage movement are included. Both individual and group activities are used. Specific roles are analyzed and studied. (2 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 5005035130)

DRAM 1352 Acting II (3)

(This is a common course number. Former course prefix/number THE 107)

Prerequisite: Drama 1351 or demonstrated competence approved by the instructor. This course is a continuation of Drama 1351. Emphasis is on characterization and ensemble acting. (2 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 5005035130)

DRAM 2336 Voice And Articulation (3)

(This is a common course number. Former course prefix/number THE 109)

Students may register for either Speech 1342 or Drama 2336 but may receive credit for only one of the two. Emphasis is on improving voice and pronunciation. (3 Lec.)

(Coordinating Board Academic Approval Number 2310015835)

DRAM 2351 Scene Study I (3)

(This is a common course number. Common Course Number THE 205)

Prerequisites: Drama 1351 and 1352. Emphasis is on the study, rehearsal and performance of selected scenes of various periods and styles. (2 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 5005035130)

DRAM 2352 Scene Study II (3)

(This is a common course number. Former course prefix/number THE 207)

Prerequisite: Drama 2351. This course is a continuation of Drama 2351. Emphasis is on individual needs of the performer and the various styles of production. (2 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 5005035130)

DRAM 2374 Lighting Design (3)

(Former course prefix/number THE 209)

The design and techniques of lighting are covered. Topics include instrumentation, electricity, control and practical experience. (2 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 5005025130)

ECHOCARDIOLOGY TECHNOLOGY

ECHO 1270 Introduction to the Echocardiology Lab (2)

(Former course prefix/number ECH 101)

Prerequisites: A grade of "C" or better in all previous HOC and support courses. Concurrent enrollment in Echocardiology Technology 1370. This course is an introductory lab for learning cardiac ultrasound. The student will obtain hands-on experience in a clinical laboratory setting with the opportunity to scan volunteers. Emphasis will be placed on instrumentation, on imaging and the identification of cardiac anatomy. The student will be introduced to Doppler, color flow mapping and M-mode. (18 Ext.)

ECHO 1370 Echocardiology Lab Fundamentals (3)

(Former course prefix/number ECH 100)

Prerequisites: A grade of "C" or better in all previous HOCC and support courses. Concurrent enrollment in Echocardiology Technology 1370. The student will be introduced to the principles of ultrasound physics and instrumentation. Emphasis will be placed on transducers, artifacts, safety and quality assurance. The student will become familiar with metric units, sound beams, types of resolution, display modes and scan converters. This course is designed as an overview of the principles of echocardiography, and the student will learn proper technique: use of equipment controls, recognition of technical artifacts, best approach for Doppler studies, and two-dimensional studies, the student will also be able to identify M-mode patterns. Laboratory fee. (2 Lec., 2 Lab.)

ECHO 2470 Echocardiology I (4)

(Former course prefix/number ECH 200)

Prerequisites: A grade of "C" or better in all previous Echocardiology Technology and support courses. Concurrent enrollment in Echocardiology Technology 2670. Special emphasis will be placed on heart pathologies. This course includes a discussion of pericardial disease, cardiomyopathies, cardiac masses, and endocarditis. Related physician lectures and laboratory experiences are provided. Laboratory fee. (3 Lec., 3 Lab.)

ECHO 2471 Echocardiology II (4)

(Former course prefix/number ECH 202)

Prerequisites: A grade of "C" or better in all previous Echocardiology Technology and support courses. Concurrent enrollment in Echocardiology Technology 2671. This course is a continuation of Echocardiology Technology 2470. Emphasis in this course is placed on two dimensional images, Doppler waveforms and color flow mapping. Written reports, review of current professional literature and attendance at conferences are required. Laboratory fee. (3 Lec., 3 Lab.)

ECHO 2670 Echocardiology Clinical I (6)

(Former course prefix/number ECH 201)

Prerequisites: A grade of "C" or better in all previous Echocardiology Technology and support courses. Concurrent enrollment in Echocardiology Technology 2470. This course offers hands-on experience in a clinical setting. Emphasis will be placed on imaging and the identification of cardiac anatomy in the Standard Echocardiography views. The student will also evaluate the heart using Doppler and color flow mapping. The student will apply the principles of medical ethics, professionalism, and proper imaging protocol to the instructor, student, physician, and clinical staff. (32 Ext.)

ECHO 2671 Echocardiology Clinical II (6)

(Former course prefix/number ECH 203)

Prerequisites: A grade of "C" or better in all previous Echocardiology Technology and support courses. Concurrent enrollment in Echocardiology Technology 2471. This course is a full time clinical experience and will be completed at an affiliated health care facility. Students will broaden and perfect their echocardiographic skills through active hands-on participation in a non-invasive cardiovascular laboratory. Emphasis of this course is placed on two dimensional images, Doppler waveforms and color flow mapping. Written reports, review of current professional literature, and attendance at conferences are required. This is the capstone experience for the echocardiology technology program. (32 Ext.)

ECONOMICS

ECON 1303 Economics Of Contemporary Social Issues (3)

(This is a common course number. Former course prefix/number ECO 105)

This course is an application of the basic economic concepts to the study of social issues and issues of public policy. Topics such as the environment, health care, welfare reform, poverty, job security and economic growth are discussed. This course may also serve as preparation for Economics 2301 and Economics 2302, but will not replace either of these courses where they are required in a specific degree plan. (3 Lec.)
(Coordinating Board Academic Approval Number 1904025242)

ECON 2301 Principles Of Economics I (3)

(This is a common course number. Former course prefix/number ECO 201)

Sophomore standing is recommended. An introduction to principles of macroeconomics is presented. Economic principles are studied within the framework of classical, Keynesian, monetarist and alternative models. Emphasis is given to national income determination, money and banking, and the role of monetary and fiscal policy in economic stabilization and growth. Other topics include international trade and finance. (3 Lec.)
(Coordinating Board Academic Approval Number 4506015142)

ECON 2302 Principles Of Economics II (3)

(This is a common course number. Former course prefix/number ECO 202)

Prerequisite: Sophomore standing is recommended. The principles of microeconomics are presented. Topics include the theory of demand, supply, and price of factors. Income distribution and theory of the firm are also included. Emphasis is given to microeconomic applications of international trade and finance as well as other contemporary microeconomic problems. (3 Lec.)
(Coordinating Board Academic Approval Number 4506015142)

ECON 2311 Economics of Global Issues (3)

(This is a common course number. Former course prefix/number ECO 203)

This course examines the history and theory of international trade and global economic development. Economic, social, cultural, and political issues which impact the global economy and basic human welfare are studied. (3 Lec.)

(Coordinating Board Academic Approval Number 4507015242)

EDUCATIONAL PERSONNEL

EDUC 1370 Language Skills For Educational Personnel (3)

(Former course prefix/number EP 129)

This course surveys methods for developing the language skills of students. Topics include creative writing, story telling, appreciation of literature, tutoring, cursive and manuscript handwriting, and listening skills. (3 Lec.)

EDUC 1371 Introduction To Educational Processes I (3)

(Former course prefix/number EP 131)

The role of educational support personnel is defined within the framework of contemporary public school organization. Legal guidelines and procedures of local, state, and federal agencies governing public education are described. Special attention is given to the development of effective interpersonal relationships with emphasis on application to the public school setting. (3 Lec.)

EDUC 1372 Introduction To Educational Processes II (3)

(Former course prefix/number EP 133)

This course focuses on developing a wholesome learning environment in the classroom. The facilitation of learning in small groups is emphasized. Factors affecting the growth and development of students in a pluralistic society are covered. The responsibilities of educational personnel are covered. (3 Lec.)

EDUC 1373 Introduction To Media (3)

(Former course prefix/number EP 134)

Basic skills for preparing graphic and projected educational materials are developed. The operation of selected audiovisual equipment is also included. (2 Lec., 2 Lab.)

EDUC 1374 Arts And Crafts (3)

(Former course prefix/number EP 135)

Creative art materials and methods used in programs for children are presented. Opportunities are provided for the use of these materials. Classroom displays, charts, poster art, and bulletin boards are included, emphasis is on creating an attractive environment in the classroom. (3 Lec.)

EDUC 1375 Principles And Practices Of Multi-Cultural Communications (3)

(Former course prefix/number EP 136)

This course examines cultural variations found in our society and reflected in our pluralistic classrooms. Students will look at their own culturally influenced behavior, study other major cultures, and develop an awareness of cultural diversity and the process of intercultural communication. Differences in lifestyles, communication styles, learning processes, educational philosophies, interpersonal relations, and sources of stress for various cultural groups will be explored in a seminar-type environment. (3 Lec.)

EDUC 1376 Child Language Development (3)

(Former course prefix/number EP 140)

This course will cover information on language development for the bilingual and monolingual student with emphasis on cross-cultural awareness and second language acquisition. The role of oral language development will be studied with regard to its application for both ESL and bilingual methods and techniques. (3 Lec.)

EDUC 1377 Bilingual Education: Philosophy, Techniques And Materials (3)

(Former course prefix/number EP 143)

This course presents the core techniques in bilingual education. Topics included are: awareness of cultural backgrounds, teaching techniques, material development, historical and philosophical concepts of bilingual/bicultural education, and Spanish technical vocabulary in the content areas. (3 Lec.)

EDUC 2170 Diversified Studies (1)

(Former course prefix/number EP 245)

This course provides for specialized study by educational personnel. Possible areas for study are special education, bilingualism, child development, educational media, library, physical education, counseling, and health services. Other areas may be approved by the instructor. This course may be repeated for credit, when the topics vary, up to a maximum of three credit hours. (1 Lec.)

EDUC 2270 Diversified Studies (2)

(Former course prefix/number EP 246)

This course provides for specialized study by educational personnel. Possible areas for study are special education, bilingualism, child development, educational media, library, physical education, counseling, and health services. Other areas may be approved by the instructor. Other areas may be repeated for credit, when the topics vary, up to a maximum of four credit hours. (2 Lec.)

EDUC 2370 Computer Instruction For Educators (3)
(Former course prefix/number EP 210)

This course is an introduction to microcomputer use for educators. Topics include history, terminology, classroom applications, instructional software preview, introductory programming, and productivity software. Hands-on computer activities are emphasized throughout the course. (2 Lec., 2 Lab.)

EDUC 2371 Techniques For Teaching English To Non-Native Speakers (3)
(Former course prefix/number EP 241)

This course is a practical application of second language learning theory as it relates to the non-English speaking student. The process, contents and management of second language teaching will be discussed, demonstrated and practiced. (3 Lec.)

EDUC 2372 Diversified Studies (3)
(Former course prefix/number EP 247)

This course provides for specialized study by educational personnel. Possible areas for study are special education, bilingualism, child development, educational media, library, physical education, counseling, and health services. Other areas may be approved by the instructor. Other areas may be repeated for credit, when the topics vary, up to a maximum of six credit hours. (3 Lec.)

EDUC 2373 The Exceptional Child (3)
(Former course prefix/number EP 249)

This course is designed as a comprehensive survey of the field of exceptionality with emphasis on the educational, sociological, and psychological effects of handicapping condition on children. (3 Lec.)

EDUC 7271 Cooperative Work Experience (2)
(Former course prefix/number EP 702)

Prerequisites: Completion of two courses in the Educational Personnel program or instructor approval. This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives and work experiences. Students must develop new learning objectives each semester. The seminar consists of 16 hours of group and individual learning experiences related to such topics as writing competency-based learning objectives, job-related problem solving, improving one's chances for advancement, interpersonal communication skills, contemporary issues in education and other topics as appropriate for particular educational groups or individuals. (1 Lec., 10 Lab.)

EDUC 7272 Cooperative Work Experience (2)
(Former course prefix/number EP 712)

Prerequisites: Completion of two courses in the Educational Personnel program or instructor approval. This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives and work experiences. Students must develop new learning objectives each semester. The seminar consists of 16 hours of group and individual learning experiences related to such topics as employee interviewing skills, strategies for career upward mobility, effective resume writing and interpersonal communication skills. (1 Lec., 10 Lab.)

EDUC 7371 Cooperative Work Experience (3)
(Former course prefix/number EP 703)

Prerequisites: Completion of two courses in the Educational Personnel program or instructor approval. This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives and work experiences. Students must develop new learning objectives each semester. The seminar consists of 16 hours of group and individual learning experiences related to such topics as writing competency-based learning objectives, job-related problem solving, improving one's chances for advancement, interpersonal communication skills, contemporary issues in education and other topics as appropriate for particular educational groups or individuals. (1 Lec., 15 Lab.)

EDUC 7372 Cooperative Work Experience (3)
(Former course prefix/number EP 713)

Prerequisites: Completion of two courses in the Educational Personnel program or instructor approval. This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives and work experiences. Students must develop new learning objectives each semester. The seminar consists of 16 hours of group and individual learning experiences related to such topics as employee interviewing skills, strategies for career upward mobility, effective resume writing and interpersonal communication skills. (1 Lec., 15 Lab.)

EDUC 7471 Cooperative Work Experience (4)

(Former course prefix/number EP 704)

Prerequisites: Completion of two courses in the Educational Personnel program or instructor approval. This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives and work experiences. Students must develop new learning objectives each semester. The seminar consists of 16 hours of group and individual learning experiences related to such topics as writing competency-based learning objectives, job-related problem solving, improving one's chances for advancement, interpersonal communication skills, contemporary issues in education and other topics as appropriate for particular educational groups or individuals. (1 Lec., 20 Lab.)

EDUC 7472 Cooperative Work Experience (4)

(Former course prefix/number EP 714)

Prerequisites: Completion of two courses in the Educational Personnel program or instructor approval. This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives and work experiences. Students must develop new learning objectives each semester. The seminar consists of 16 hours of group and individual learning experiences related to such topics as employee interviewing skills, strategies for career upward mobility, effective resume writing and interpersonal communication skills. (1 Lec., 20 Lab.)

ENGLISH

(Also see Developmental Reading and Developmental Writing.) Additional instruction in writing and reading is available through the Learning Skills Center.

ENGL 1301 Composition I (3)

(This is a common course number. Former course prefix/number ENG 101)

Prerequisite: Developmental Reading 0093 and Developmental Writing 0093 or meet TASP/Alternative Assessment Standard in Reading and Writing. This course focuses on student writing. It emphasizes reading and analytical thinking and introduces research skills. Students practice writing for a variety of audiences and purposes. (3 Lec.)

(Coordinating Board Academic Approval Number 2304015135)

ENGL 1302 Composition II (3)

(This is a common course number. Former course prefix/number ENG 102)

Prerequisite: English 1301 and TASP/Alternative Assessment Standard in Reading and Writing must be met. In this course students refine the writing, research, and reading skills introduced in English 1301. A related goal is the development of critical thinking skills. Writing assignments emphasize argumentation and persuasion. Students will also write a formal research paper. (3 Lec.)

(Coordinating Board Academic Approval Number 2304015135)

English In The Sophomore Year

English 2321, 2322, 2323, 2326, 2327, 2328, 2331, 2332, 2333, 2370, and 2371 are independent units of three credit hours each. Any one of these courses will satisfy DCCCD degree requirements in sophomore English.

ENGL 2321 British Literature (3)

(This is a common course number. Former course prefix/number ENG 212)

Prerequisite: English 1301, English 1302 and TASP/Alternative Assessment Standards in Reading and Writing must be met. This course includes selections in British Literature organized by movements, schools, periods, or themes. (3 Lec.)

(Coordinating Board Academic Approval Number 2308015135)

ENGL 2322 British Literature (3)

(This is a common course number. Former course prefix/number ENG 201)

Prerequisite: English 1301, English 1302 and TASP/Alternative Assessment Standards in Reading and Writing must be met. This course includes significant works of British writers from the Old English Period through the 18th century. (3 Lec.)

(Coordinating Board Academic Approval Number 2308015135)

ENGL 2323 British Literature (3)

(This is a common course number. Former course prefix/number ENG 202)

Prerequisite: English 1301, English 1302 and TASP/Alternative Assessment Standards in Reading and Writing must be met. This course includes significant works of British writers from the Romantic Period to the present. (3 Lec.)

(Coordinating Board Academic Approval Number 2308015135)

ENGL 2326 American Literature (3)

(This is a common course number. Former course prefix/number ENG 213)

Prerequisite: English 1301, English 1302 and TASP/Alternative Assessment Standards in Reading and Writing must be met. This course includes selections in American Literature organized by movements, schools, periods, or themes. (3 Lec.)

(Coordinating Board Academic Approval Number 2307015135)

ENGL 2327 American Literature (3)

(This is a common course number. Former course prefix/number ENG 205)

Prerequisite: English 1301, English 1302 and TASP/Alternative Assessment Standards in Reading and Writing must be met. This course includes significant works of American writers from the Colonial through the Romantic Period. (3 Lec.)

(Coordinating Board Academic Approval Number 2307015135)

ENGL 2328 American Literature (3)

(This is a common course number. Former course prefix/number ENG 206)

Prerequisite: English 1301, English 1302 and TASP/Alternative Assessment Standards in Reading and Writing must be met. This course includes significant works of American writers from the Realistic Period to the present. (3 Lec.)

(Coordinating Board Academic Approval Number 2307015135)

ENGL 2331 World Literature (3)

(This is a common course number. Former course prefix/number ENG 214)

Prerequisite: English 1301, English 1302 and TASP/Alternative Assessment Standards in Reading and Writing must be met. This course includes selections in World Literature organized by movements, schools, periods, or themes. Course descriptions are available each semester prior to registration. (3 Lec.)

(Coordinating Board Academic Approval Number 2303015235)

ENGL 2332 World Literature (3)

(This is a common course number. Former course prefix/number ENG 203)

Prerequisite: English 1301, English 1302 and TASP/Alternative Assessment Standards in Reading and Writing must be met. This course includes significant works representing a variety of cultures from the ancient world through the Renaissance. (3 Lec.)

(Coordinating Board Academic Approval Number 2303015235)

ENGL 2370 Studies In Literature (3)

(Former course prefix/number ENG 215)

Prerequisite: English 1301, English 1302 and TASP/Alternative Assessment Standards in Reading and Writing must be met. This course includes selections in literature organized by genre, period, or geographical region. Course descriptions are available each semester prior to registration. This course may be repeated for credit. (3 Lec.)

(Coordinating Board Academic Approval Number 2303015335)

ENGLISH AS A SECOND LANGUAGE

The English As A Second Language ESL credit curriculum is designed to develop a student's pre-academic language proficiency in the areas of listening, speaking, reading, and writing. The plan of study consists of sixteen courses divided into four proficiency levels and four skill areas (Listening-Speaking, Reading, Writing, and Grammar). The credit curriculum is designed to interface both with other ESL programs and with developmental studies or college level programs on each campus. A student enters this program by taking an English placement test and then by being advised by a specially trained ESL academic advisor.

ESOL 0031 - ESOL 0034 (Listening-Speaking)

These courses prepare students to communicate orally in both public and academic environments. Emphasis is placed on developing language functions, pronunciation, and listening skills, and improving social and intercultural communication skills. Activities range from one-on-one conversation and brief descriptions to formal oral presentations and debates.

ESOL 0041 - ESOL 0044 (Reading)

These courses engage students in reading material from daily experience and prepare them for college reading tasks. Each course instructs students in reading skills, vocabulary development, critical thinking skills, and the use of resources.

ESOL 0051 - ESOL 0054 (Writing)

These courses are designed to help students increase fluency and build confidence in writing. The courses focus on writing as a process. Through inventing, drafting, and revising, students write for specific audiences and purposes.

ESOL 0061 - ESOL 0064 (Grammar)

These courses are designed to complement the ESOL 0051-0054 writing series. They provide instruction and practice with discrete grammar points necessary for effective writing.

INGLES COMO SEGUNDO IDIOMA

El programa de credito academico de Ingles Como Segundo Idioma ESL esta diseñado para desarrollar el dominio del idioma pre-academico del estudiante en las areas de escuchar, hablar, leer y escribir. El plan de estudio consiste en dieciseis cursos divididos en cuatro niveles de dominio y cuatro areas de habilidades (Escuchar/Hablar, Lectura, Escritura y Gramatica). El programa de credito academico esta disenado para complementar otros programas de ESL y con los estudios de desarrollo o programas de nivel universitario de cada campus. El estudiante comienza este programa al tomar un examen de clasificacion y despues de una entrevista individual con un asesor academico entrenado especialmente en ESL.

ESOL 0031 - ESOL 0034 (Escuchar y Conversar)

Estos cursos preparan al alumno para comunicarse con confianza en situaciones sociales y academicas. Se desarrollan las varias funciones del lenguaje, se mejora la pronunciacion y comprension auditiva y se practica la comunicacion academica y transcultural. Las actividades didacticas incluyen describir lugares y objetos, proyectos en grupo, presentaciones orales y debates formales.

ESOL 0041 - ESOL 0044 (Lectura)

Estos cursos permiten a los estudiantes el acceso a material de lectura de la vida diaria y los prepara para tareas de lectura academica. Cada curso instruye a los estudiantes en habilidades de lectura, desarrollo de vocabulario, pensar en forma critica y el uso de los varios recursos disponibles en la institucion.

ESOL 0051 - ESOL 0054 (Escritura)

Estos cursos estan diseñados con el objeto de ayudar los alumnos a obtener fluidez y confianza en escritura. Los cursos se enfocan en el proceso de escritura. A traves de crear, planear y revisar, los estudiantes produzcan escritos para diferentes audiencias y con diversos propositos.

ESOL 0061 - ESOL 0064 (Gramatica)

Estos cursos estan disenados para complementar la serie de Escritura 0051-0054. Dichos cursos proveen instruccion y ejercicios practicos, asi como puntos esenciales de gramatica necesarios para la efectiva comunicacion escrita.

ENGLISH AS A SECOND LANGUAGE

ESOL 0031 ESL Listening/Speaking (3)

(Former course prefix/number ESL 031)

This course focuses on developing basic social and pre-academic listening and speaking skills. It includes skills such as describing, giving directions, and learning to understand explanations. Conversation conventions will be practiced as well as non-verbal communication skills. (Pronunciation is introduced through the study of basic phonetic segments and intonation patterns.) (3 Lec.)

(Coordinating Board Academic Approval Number 3201085535)

ESOL 0032 ESL Listening/Speaking (3)

(Former course prefix/number ESL 032)

This course develops intermediate social and pre-academic listening and speaking skills through situational activities. Students will express ideas and opinions in small groups and learn to understand and react appropriately. Intercultural communication will be incorporated. (Pronunciation skills will be practiced through identifying phonetic correctness and applying concepts of stress and intonation.) (3 Lec.)

(Coordinating Board Academic Approval Number 3201085535)

ESOL 0033 ESL Speaking (3)

(Former course prefix/number ESL 033)

This course develops public/academic oral language skills through active participation in group projects and presentations. Rhetorical skills such as narration and description will be practiced, and improving cross-cultural communication skills will be emphasized. (Pronunciation skills, including stress and intonation, will be refined with focused effort on areas of need through monitoring of oral production.) (3 Lec.)

(Coordinating Board Academic Approval Number 3201085535)

ESOL 0034 ESL Academic Speaking (3)

(Former course prefix/number ESL 034)

This course stresses academic speaking skills. Students learn formal presentation techniques as they defend a point of view and participate in seminars, panels, and debates. Formal rhetorical skills such as cause/effect, process, and summary will be practiced. The course will emphasize the value of cultural diversity. (Pronunciation skills, including stress and intonation, will continue to be refined with focused effort on areas of need through monitoring of oral production.) (3 Lec.)

(Coordinating Board Academic Approval Number 3201085535)

ESOL 0041 ESL Reading (3)

(Former course prefix/number ESL 041)

This course focuses on language development through reading activities. It includes reading comprehension, vocabulary building, study skills techniques, and intercultural sharing. (3 Lec.)

(Coordinating Board Academic Approval Number 3201085635)

ESOL 0042 ESL Reading (3)

(Former course prefix/number ESL 042)

This course continues language development through reading comprehension and vocabulary building. It introduces paragraph organization, idiom study, and adapting reading rate for different purposes. (3 Lec.)
(Coordinating Board Academic Approval Number 3201085635)

ESOL 0043 ESL Reading (3)

(Former course prefix/number ESL 043)

This course includes specific reading comprehension skills, reading efficiency strategies, critical thinking skills, vocabulary expansion, and the use of campus resources such as labs and libraries. (3 Lec.)
(Coordinating Board Academic Approval Number 3201085635)

ESOL 0044 ESL Reading (3)

(Former course prefix/number ESL 044)

This course is designed to build on skills taught in previous reading classes but with a more academic emphasis. Students are taught reading skills and critical thinking skills as they relate to academic topics and to literature. (3 Lec.)
(Coordinating Board Academic Approval Number 3201085635)

ESOL 0045 Developmental Reading for Non-Native Speakers (1)

(Former course prefix/number ESL 045)

This course provides individualized instruction in order to fulfill the TASP remediation requirement for reading. The content will include a review of reading comprehension, vocabulary development and critical thinking skills. This course is only open to students whose first language is not English. (1 Lec.)
(Coordinating Board Academic Approval Number 3201085435)

ESOL 0051 ESL Writing (3)

(Former course prefix/number ESL 051)

This course stresses the creation of sentences and groups of sentences. It also introduces basic spelling rules and vocabulary development. (3 Lec.)
(Coordinating Board Academic Approval Number 3201085735)

ESOL 0052 ESL Writing (3)

(Former course prefix/number ESL 052)

This course introduces the development of controlled and guided paragraphs using a variety of organizational structures and stresses logic patterns of English. (3 Lec.)
(Coordinating Board Academic Approval Number 3201085735)

ESOL 0053 ESL Writing (3)

(Former course prefix/number ESL 053)

This course stresses the process of paragraph writing and the characteristics of effective paragraph structure. It also introduces modes of discourse such as description, cause-effect, and comparison-contrast. (3 Lec.)
(Coordinating Board Academic Approval Number 3201085735)

ESOL 0054 ESL Writing (3)

(Former course prefix/number ESL 054)

This course emphasizes modes of discourse in expository writing for academic purposes. Particular attention is given to improving unity, coherence, transition, and style as students progress to multi-paragraph compositions. Paraphrasing and summarizing are also introduced. (3 Lec.)
(Coordinating Board Academic Approval Number 3201085735)

ESOL 0055 ESL Writing (1)

(Former course prefix/number ESL 055)

This course provides individualized instruction in order to fulfill the TASP remediation requirement for writing. Content will include a review of single and multi-paragraph compositions, sentence structure, and edited American usage. This course is open only to students whose first language is not English. (1 Lec.)
(Coordinating Board Academic Approval Number 3201085435)

ESOL 0061 ESL Grammar (3)

(Former course prefix/number ESL 061)

This course introduces the basic aspects of English grammar needed to write simple and compound sentences. It includes the study of basic verb tenses, parts of speech, subject-verb agreement, and question formation. (3 Lec.)
(Coordinating Board Academic Approval Number 3201085735)

ESOL 0062 ESL Grammar (3)

(Former course prefix/number ESL 062)

This course reviews basic elements of English grammar introduced in ESOL 0061 and introduces grammar points necessary for writing controlled paragraphs. It includes further study of verb tenses, parts of speech, and question formation and introduces two-word verbs, modals, gerunds, and infinitives. (3 Lec.)
(Coordinating Board Academic Approval Number 3201085735)

ESOL 0063 ESL Grammar (3)

(Former course prefix/number ESL 063)

This course reviews grammar points studied in ESOL 0061 and ESOL 0062 and introduces elements necessary for students to write effective one-paragraph essays. It continues the study of verb tenses, parts of speech, and modals and introduces adverb, adjective, and noun clauses. (3 Lec.)
(Coordinating Board Academic Approval Number 3201085735)

ESOL 0064 ESL Grammar (3)

(Former course prefix/number ESL 064)

This course reviews grammar points studied in ESOL 0061, ESOL 0062, and ESOL 0063 and analyzes complex elements of those points. In addition, it introduces passive voice and conditional sentences. (3 Lec.)
(Coordinating Board Academic Approval Number 3201085735)

FASHION DESIGN

(See Apparel Design for APPD courses)

(See Design for DESI courses)

(See Pattern Design for PDDD courses)

FOOD AND HOSPITALITY SERVICE

FHSV 1370 Principles of Food and Beverage Administration (3)

(Former course prefix/number FHS 110)

This course is an introduction to the management of food and beverage facilities. Subjects to be covered are the serving of food and beverages, classification of foods and spirits and their presentation. The marketing of food and beverage is stressed. Laboratory fee. (3 Lec., 1 Lab.)

FHSV 1371 Dining Room Service Management (3)

(Former course prefix/number FHS 111)

This course provides students with practical skills and knowledge for effective management of food and beverage service in restaurants, cafeterias, coffee shops, room service, banquet areas, and dining rooms. Presents basic service principles while emphasizing the special needs of guests. Laboratory fee. (3 Lec., 1 Lab.)

FHSV 1372 Organization and Management (3)

(Former course prefix/number FHS 112)

The organizational structure of various types of group care institutions is studied. Administration, tools of management, budget, and cost analysis are emphasized. Laboratory fee. (3 Lec., 1 Lab.)

FHSV 1373 Front Office Procedures (3)

(Former course prefix/number FHS 114)

This course introduces the student to the operations, procedures and personnel functions of the front office. The course traces the flow of activities and functions performed in today's lodging operations. Comparisons are made of manual, machine assisted and computer based methods for each front office function. Laboratory fee. (3 Lec., 1 Lab.)

FHSV 1374 Principles of Hotel/Motel Administration (3)

(Former course prefix/number FHS 115)

The physical aspects of hotel-motel operations are analyzed. Included are procedures for emergencies, check cashing, use of credit cards, and collections of accounts receivable. Emphasis is also given to guest relations, guest room facilities, protection of the property, and the development of the properties' growth. Laboratory fee. (3 Lec., 1 Lab.)

FHSV 1375 Supervision for Hospitality Services (3)

(Former course prefix/number FHS 116)

Recruiting, selecting, training and supervising personnel for food and lodging services are studied. Personnel policies, job descriptions, training methods, scheduling and work improvements are included. Laboratory fee. (3 Lec., 1 Lab.)

FHSV 1376 Food Service Equipment (3)

(Former course prefix/number FHS 119)

This course covers food service equipment. Specifications, uses, cleaning, and preventive maintenance are emphasized. Equipment for preparation, cooking, refrigeration, storage, and cleanup is included. The relation of air conditioning, electricity, gas, and plumbing to food service facilities is examined. Layout analysis, design, and effective use of equipment and space are also covered. Laboratory fee. (3 Lec., 1 Lab.)

FHSV 1377 Basic Food Preparation (3)

(Former course prefix/number FHS 120)

Prerequisite or concurrent enrollment is required in Food and Hospitality Service 1370, Food and Hospitality Service 1371, Food and Hospitality Service 1372, Food and Hospitality Service 1373, Food and Hospitality Service 1374, Food and Hospitality Service 1375, Food and Hospitality Service 1376 or Food and Hospitality Service 1379 or consent of instructor. Quality food preparation and cookery are studied. Emphasis is on the importance of the person to be served, and the provision of nutritionally adequate meals. Food preparation techniques, selection of equipment, and the effective use of time are included. Laboratory fee. (2 Lec., 4 Lab.)

FHSV 1378 Advanced Food Preparation (3)

(Former course prefix/number FHS 122)

Prerequisite: Food and Hospitality Service 1377. This course is a continuation of Food and Hospitality Service 1377. Procedures for large quantities and management for food preparation are introduced. Topics include basic cookery, safety and sanitation factors, and selection of equipment. Emphasis is on high preparation techniques for high quality. Laboratory fee. (2 Lec., 4 Lab.)

FHSV 1379 Food Service Sanitation and Safety (3)

(Former course prefix/number FHS 124)

The principles of microbiology are studied and applied to the need for personal cleanliness. The cause, control, and investigation of illness caused by food contamination are explored. Other topics include sanitary practices, dish washing procedures, the use of cleaning materials, garbage and refuse disposal, general safety precautions, and elementary first aid. Laboratory fee. (3 Lec., 1 Lab.)

FHSV 1380 Food Purchasing, Handling and Storage (3)

(Former course prefix/number FHS 132)

This course focuses on policies and procedures for purchasing food in quantity. Storage requirements, procedures, and controls are included. The availability of food supplies, analysis of food quality, and specification writing are also covered. Laboratory fee. (3 Lec., 1 Lab.)

FHSV 1381 Nutrition and Menu Planning (3)

(Former course prefix/number FHS 135)

Food nutrients and their importance in maintaining health are surveyed. The digestive and absorptive characteristics of nutrients are included. The nutritional needs of all age groups are studied and applied to the planning of meals for business and institutions. Psychological needs, type of operation, and available equipment and personnel are all considered. Laboratory fee. (3 Lec., 1 Lab.)

FHSV 1382 Food Service Cost Control (3)

(Former course prefix/number FHS 138)

Prerequisite: Mathematics 1371. The principles and procedures of the control of food cost are presented. Emphasis is on applying the principles and procedures to any food service operation. Laboratory fee. (3 Lec., 1 Lab.)

FHSV 1383 Elementary Bakery Training (3)

(Former course prefix/number FHS 140)

Students are introduced to the work of the baker. Yeast doughs, quick breads, pies, and cookies are analyzed and produced in quantity. Also covered are all types of fillings, butter creams, puddings, cakes, cake decorating and frostings. Baking terminology, tool and equipment use, formula conversions, functions of ingredients, the use of proper flours and the handling of the pastry bag are covered. Hands-on participation is emphasized and written tests are included. Laboratory fee. (2 Lec., 4 Lab.)

FHSV 1384 Breads And Rolls (3)

(Former course prefix/number FHS 137)

This class is a concentration on yeast raised products and quick breads. A wide variety of techniques and products are utilized to provide students with an in-depth understanding of the principles and practical skills of quality baking. Included in the types of breads produced are brioche, sponges and sours, traditional and specialty breads, donuts and muffins. The use of manufactured and convenience products is covered. Baking terminology, tool and equipment use, formula conversions, functions of ingredients, the use of proper flours and mixing and make-up methods is emphasized. Hands-on participation and written tests. Laboratory fee. (2 Lec., 4 Lab.)

FHSV 1385 Bakery Operations And Management (3)
(Former course prefix/number FHS 145)

Students are introduced to management, marketing, supervision and sanitation principles required in retail bakery operations. Costing, pricing, computer usage and personnel issues are included. Field trips and guest speakers supplement classroom lecture, discussion and projects. Laboratory fee. (3 Lec., 1 Lab.)

FHSV 1386 Pies, Tarts, Tea Cakes And Cookies (3)

(Former course prefix/number FHS 139)

Prerequisite: Food and Hospitality Service 1383 or 1384. Students produce a wide variety of pies, tea cakes, cheesecakes and cookies. American and European style pie and tart fillings and dough, numerous types of cookies and tea cakes as well as custards and batters are studied along with correct oven temperatures, make-up and finishing techniques. The use of manufactured and convenience products is also covered. Hands-on participation and written tests. Laboratory fee. (2 Lec., 4 Lab.)

FHSV 1387 Laminated Dough, Pate A Choux And Donuts (3)

(Former course prefix/number FHS 144)

Prerequisite: Food and Hospitality Service 1383 or 1384. Laminated doughs including croissants, danish and puff pastry, a variety of pate a choux (eclair paste) products, strudels and donuts are the focus of this class. Emphasis is placed on fillings and finishing techniques. The use of manufactured and convenience products is also covered. Hands-on participation and written tests. Laboratory fee. (2 Lec., 4 Lab.)

FHSV 2170 Hotel/Restaurant/Institutions Special Topics (1)

(Former course prefix/number FHS 201)

Prerequisite: Demonstrated competence approved by the instructor. Students participate in identifying, defining and analyzing current topics of interest in food and hospitality services. The course emphasizes present industry needs and problems, and students are guided to offer realistic and workable solutions which include the total knowledge of food and hospitality services processes. This course may be repeated for credit when topics vary. Laboratory fee. (1 Lec., 1 Lab.)

FHSV 2270 Hotel/Restaurant/Institutions Special Topics (2)

(Former course prefix/number FHS 202)

Prerequisite: Demonstrated competence approved by the instructor. Students participate in identifying, defining, and analyzing current topics of interest in food and hospitality services. The course emphasizes present industry needs and problems, and students are guided to offer realistic and workable solutions which include the total knowledge of food and hospitality services processes. This course may be repeated for credit when topics vary. Laboratory fee. (2 Lec., 1 Lab.)

FHSV 2271 Entry Level Cake Decorating (2)

(Former course prefix/number FHS 260)

Students are introduced to skills, concepts and techniques of American style cake decorating. The course includes: preparation of icings and butter creams, use of pastry tips, paper cones and pastry bags, cake preparation and icing, borders, flowers and piping. Paper cone writing, spray gun techniques and opaque projector techniques are included. Hands-on participation and written tests. Laboratory fee. (1 Lec., 3 Lab.)

FHSV 2272 Intermediate Cake Decorating (2)

(Former course prefix/number FHS 261)

Prerequisite: Food and Hospitality Service 2271. In this advanced course specialized and seasonal cakes are produced. Figure piping working, specialized icing flowers and wedding cakes are included. Hands-on participation and written tests. Laboratory fee. (1 Lec., 3 Lab.)

FHSV 2370 Hotel/Restaurant/Institutions Special Topics (3)

(Former course prefix/number FHS 203)

Prerequisite: Demonstrated competence approved by the instructor. Students participate in identifying, defining, and analyzing current topics of interest in food and hospitality services. The course emphasizes present industry needs and problems, and students are guided to offer realistic and workable solutions which include the total knowledge of food and hospitality services processes. This course may be repeated for credit when topics vary. Laboratory fee. (3 Lec., 1 Lab.)

FHSV 2371 Hotel-Restaurant-Institutions-Special Topics (3)

(Former course prefix/number FHS 204)

Prerequisite: Demonstrated competence approved by the instructor. Students participate in lecture and laboratory situations in identifying, defining and analyzing current trends and topics of interest in the food and hospitality industry. The course emphasizes topics which are current needs and are covered in lectures. The laboratory allows each student to acquire hands-on experience in areas of food preparation, baking, pastry and other areas of the industry. This course may be repeated for credit when topics vary. Laboratory fee. (2 Lec., 4 Lab.)

FHSV 2372 Hotel/Motel Sales Development (3)

(Former course prefix/number FHS 210)

The technique of developing a marketing plan for any size operation are studied. Included is the development of the departments of the hotel into a coordinated team. Emphasis is on the organization and functioning of a sales department, sales tools, techniques, advertising, and types of markets. Laboratory fee. (3 Lec., 1 Lab.)

FHSV 2373 Hotel/Motel Law (3)

(Former course prefix/number FHS 214)

This course covers the legal responsibilities and rights of the innkeeper. The consequences caused by failure in those responsibilities are illustrated. Topics include court attitudes toward an innkeeper where negligence and liability are involved. Laboratory fee. (3 Lec., 1 Lab.)

FHSV 2374 Food Marketing (3)

(Former course prefix/number FHS 233)

The distribution of the finished product is introduced. Emphasis is on the consumer. Included are the activities involved in developing markets, customers, and distribution services. Laboratory fee. (3 Lec., 1 Lab.)

FHSV 2375 Garde-Manger Training (3)

(Former course prefix/number FHS 238)

Prerequisite: Food and Hospitality Service 1378 or consent of instructor. This course covers the preparation of the cold buffet. Included are salads, sandwiches, ice carvings, lard sculptures, chaud froids hors d'oeuvres, pates, cold fish, poultry, meats, and game. Also included is the proper setup of the garde-manger station. Laboratory fee. (2 Lec., 4 Lab.)

FHSV 2376 Saucier Training (3)

(Former course prefix/number FHS 239)

Prerequisite: Food and Hospitality Service 1378. This course covers the preparation of basic soups, sauces, vegetables, and garnitures. All meats, fish, poultry, and game are also covered. The proper setup of the saucier station is also included. Laboratory fee. (2 Lec., 4 Lab.)

FHSV 2377 Advanced Pastry Shop Training (3)

(Former course prefix/number FHS 245)

Prerequisite: Food and Hospitality Service 1383 or 1384. Topics covered include American and European pastries. French pastries, torts, petit fours, chocolate and candies, pastillage, marzipan and other pastry shop desserts and techniques are covered. Hands-on participation and written tests. Laboratory fee. (2 Lec., 4 Lab.)

FHSV 2378 Beverage Operations and Service (3)

(Former course prefix/number FHS 247)

This course deals with beverage service in the commercial sector. Topics include basic bar operations, sales control, beverage service, and profits. A detailed analysis is made of the organization of a beverage bar, wine cellar, or catered beverage service. Laboratory fee. (3 Lec., 1 Lab.)

FHSV 2379 Advanced Nutrition and Dietetics (3)

(Former course prefix/number FHS 248)

Prerequisite: Food and Hospitality Service 1381. Nutrition knowledge is applied to the care of people. How people eat and what they eat is studied. The role of community health agencies, food and nutrition assistance programs and nutrition service agencies are studied. Techniques for evaluation of nutritional status and dietary intakes are included. Special emphasis is placed on meeting the needs of persons requiring modifications of food intake. The role of nutrition services extended through schools and supplementary food assistance programs is included. Laboratory fee. (3 Lec., 1 Lab.)

FHSV 2380 Child Nutrition (3)

(Former course prefix/number FHS 249)

Prerequisite: Food and Hospitality Service 1381. The nutrition of children is studied. The time period begins with birth and extends through childhood and adolescence. Emphasis is on the contribution of feeding programs in child care centers and schools. Laboratory fee. (3 Lec., 1 Lab.)

FHSV 2381 Advanced Pastry Shop Training II (3)

(Former course prefix/number FHS 251)

Prerequisite: Food and Hospitality Service 2377. This course builds on the skills and techniques learned in Advanced Pastry Shop Training I. A wide variety of European desserts, showpieces utilizing chocolate, marzipan, pulled sugar and pastillage are studied and produced. Hands-on participation and written tests. Laboratory fee. (2 Lec., 4 Lab.)

FHSV 2382 Special Topics In Baking/Pastry (3)

(Former course prefix/number FHS 253)

Prerequisite: Demonstrated competence approved by the instructor. Students participate in lecture and laboratory situations in identifying, defining and analyzing current trends and topics of interest in baking and pastry. The course emphasizes topics which are current needs and are covered in lectures. The laboratory allows each student to acquire hands-on experience in areas of baking and pastry. This course may be repeated for credit when topics vary. Laboratory fee. (2 Lec., 4 Lab.)

FHSV 2470 Quantity Food Preparation And Service (4)

(Former course prefix/number FHS 220)

Prerequisite: Food and Hospitality Service 1378. A lecture-laboratory course offering field training study of quantity food procedures and techniques with emphasis on retention of nutritive value of foods. Kitchen organization and planning of quantity production, use of large and small institutional equipment, food control and the associated supervisory problems as related to institutional and commercial food service. Includes study and use of convenience foods. Laboratory fee. (3 Lec., 5 Lab.)

FHSV 2471 Advanced Quantity Food Preparation And Service (4)

(Former course prefix/number FHS 222)

Prerequisite: Food and Hospitality Service 2470. This course emphasizes the planning and management of quantity food production. Training in the field is provided. Practice is given in producing entire meals, including evaluation and controls. Quality food standards of various cost levels are studied. The planning, layout, and maintenance of equipment are also covered. Laboratory fee. (3 Lec., 5 Lab.)

FHSV 7471 Cooperative Work Experience (4)

(Former course prefix/number FHS 704)

Prerequisites: Completion of two courses in the Food and Hospitality Service program or instructor approval. This course combines productive work experience with academic study. The student, employer and instructor develop a written competency-based learning plan with varied learning objectives and work experiences. Students must develop new learning objectives each semester. The seminar consists of topics which include outside reading in professional journals and books. Other topics include employment guidance in resume writing, security and holding interviews, and building a professional outlook. (1 Lec., 20 Lab.)

FHSV 7472 Cooperative Work Experience (4)

(Former course prefix/number FHS 714)

Prerequisites: Completion of two courses in the Food and Hospitality Service program or instructor approval. This course combines productive work experience with academic study. The student, employer and instructor develop a written competency-based learning plan with varied learning objectives and work experiences. Students must develop new learning objectives each semester. The weekly seminar consists of discussions with industry leaders on management/supervisory styles, marketing strategies, and procurement problems. Students will be involved concurrently in outside readings on topics of special interest in the food and hospitality industry. (1 Lec., 20 Lab.)

GEOLOGY

GEOL 1403 Physical Geology (4)

(This is a common course number. Former course prefix/number GEO 101)

This course is for science and non-science majors. It is a study of earth materials and processes. Included is an introduction to geochemistry, geophysics, the earth's interior, and magnetism. The earth's setting in space, minerals, rocks, structures, and geologic processes are also included. Laboratory fee. (3 Lec., 3 Lab.)
(Coordinating Board Academic Approval Number 4006015139)

GEOL 1404 Historical Geology (4)

(This is a common course number. Former course prefix/number GEO 102)

This course is for science and non-science majors. It is a study of earth materials and processes within a developmental time perspective. Fossils, geologic maps, and field studies are used to interpret geologic history. Laboratory fee. (3 Lec., 3 Lab.)
(Coordinating Board Academic Approval Number 4006015139)

GERMAN

GERM 1411 Beginning German (4)

(This is a common course number. Former course prefix/number GER 101)

The essentials of grammar and easy idiomatic prose are studied. Emphasis is on pronunciation, comprehension, and oral expression. Laboratory fee. (3 Lec., 2 Lab.)
(Coordinating Board Academic Approval Number 1605015131)

GERM 1412 Beginning German (4)

(This is a common course number. Former course prefix/number GER 102)

Prerequisite: German 1411 or the equivalent. This course is a continuation of German 1411. Emphasis is on idiomatic language and complicated syntax. Laboratory fee. (3 Lec., 2 Lab.)
(Coordinating Board Academic Approval Number 1605015131)

GERM 2311 Intermediate German (3)

(This is a common course number. Former course prefix/number GER 201)

Prerequisite: German 1412 or the equivalent or demonstrated competence approved by the instructor. Reading, composition, and intense oral practice are covered. Grammar is reviewed. (3 Lec.)
(Coordinating Board Academic Approval Number 1605015231)

GOVERNMENT

GOVT 2301 American Government (3)

(This is a common course number. Former course prefix/number GVT 201)

Prerequisite: Developmental Reading 0093 or meet TASP/Alternative Assessment Standard in Reading. This course is an introduction to the study of political science. Topics include the origin and development of constitutional democracy (United States and Texas), federalism and intergovernmental relations, local governmental relations, local government, parties, politics, and political behavior. (To ensure transferability, students should plan to take both Government 2301 and 2302 within the DCCCD.) (3 Lec.)
(Coordinating Board Academic Approval Number 4510025142)

GOVT 2302 American Government (3)

(This is a common course number. Former course prefix/number GVT 202)

Prerequisite: Developmental Reading 0093 or meet TASP/Alternative Assessment Standard in Reading. The three branches of the United States and Texas government are studied. Topics include the legislative process, the executive and bureaucratic structure, the judicial process, civil rights and liberties, and domestic policies. Other topics include foreign relations and national defense. (To ensure transferability, students should plan to take both Government 2301 and 2302 within the DCCCD.) (3 Lec.)
(Coordinating Board Academic Approval Number 4510025142)

GOVT 2371 Introduction To Comparative Politics (3) (Former course prefix/number GVT 211)

A comparative examination of governments, politics, problems and policies with illustrative cases drawn from a variety of political systems. (3 Lec.)
(Coordinating Board Academic Approval Number is to be assigned. This is a unique need course.)

HEALTH OCCUPATIONS CORE CURRICULUM

HOCC 1270 Basic Skills I (2)

(Former course prefix/number HIM 100)

This course provides the concepts which serve as the foundation for health occupations courses. This course includes an introduction to patient/personal safety issues, basic patient monitoring, patient treatment, and documentation methods. A medical terminology component is included. Basic skills are described, demonstrated, then practiced in the lab setting. An effective level of practice and knowledge must be demonstrated by the student for successful completion. Laboratory fee. (1 Lec., 4 Lab.)

HOCC 1271 Basic Skills II (2)

(Former course prefix/number HIM 101)

Prerequisite: Health Occupation Core Curriculum 1270.

This course builds on previously acquired knowledge and skills. Lecture and simulated laboratory experience prepares the student to perform patient care utilizing critical thinking and advanced clinical skills. An effective level of practice and knowledge must be demonstrated by the student for successful completion. Laboratory fee. (1 Lec., 4 Lab.)

HOCC 1272 Introduction to the Health Care Environment (2)

(Former course prefix/number HIM 102)

This course presents a basic introduction to the organization, structure, function, and issues related to the allied health care environment. Major subjects to be addressed are legal and ethical issues, accreditation, professionalism, the health delivery process, health care management, lifelong learning, quality assurance and continuous quality improvement outcomes. Students will proactively investigate these issues. This investigation will result in the formulation of a personal career action plan. Laboratory fee. (1 Lec., 3 Lab.)

HOCC 1273 Introduction to Human Disease (2)

(Former course prefix/number HIM 103)

This course is designed to increase awareness and understanding of the diagnosis treatment, care, and prevention of disease processes as they relate to the different body systems. (2 Lec.)

HOCC 1274 Wellness (2)

(Former course prefix/number HIM 104)

This course is an overview of wellness theory and application throughout the lifespan. Focus is on attitude development, impact of cultural beliefs and communications of wellness. It also includes research literature interpretation. (2 Lec.)

HOCC 1370 Health Careers Pharmacology (3)

(Former course prefix/number HIM 130)

This course offers an overview of general principles of pharmacology as they relate to health occupations professionals. Topics include an introduction to pharmacology, basic dosage calculations and drug classifications as they affect major body systems. (3 Lec.)

HISTORY**HIST 1301 History Of The United States (3)**

(This is a common course number. Former course prefix/number HST 101)

Prerequisite: Developmental Reading 0093 or meet TASP/Alternative Assessment Standard in Reading. The history of the United States is presented, beginning with the European background and first discoveries. The pattern of exploration, settlement, and development of institutions is followed throughout the colonial period and the early national experience to 1877. (3 Lec.)

(Coordinating Board Academic Approval Number 4508025142)

HIST 1302 History Of The United States (3)

(This is a common course number. Former course prefix/number HST 102)

Prerequisite: Developmental Reading 0093 or meet TASP/Alternative Assessment Standard in Reading. The history of the United States is surveyed from the Reconstruction era to the present day. The study includes social, economic, and political aspects of American life. The development of the United States as a world power is followed. (3 Lec.)

(Coordinating Board Academic Approval Number 4508025142)

HIST 2301 History of Texas from 1500 to the Present (3)

(This is a common course number.)

A survey of Texas development from early Spanish colonization (1500) to the establishment of the modern urban state. The course emphasizes the variety of influences from Indian, Spanish and American cultures. The social, political and economic evolution of the state, including the multi-ethnic character of its population, is studied. (3 Lec.)

(Coordinating Board Academic Approval Number 4508025242)

HIST 2311 Western Civilization (3)

(This is a common course number. Former course prefix/number HST 105)

The civilization in the West from ancient times through the Enlightenment is surveyed. Topics include the Mediterranean world, including Greece and Rome, the Middle Ages, and the beginnings of modern history. Particular emphasis is on the Renaissance, Reformation, the rise of the national state, the development of parliamentary government, and the influences of European colonization. (3 Lec.)

(Coordinating Board Academic Approval Number 4508015442)

HIST 2312 Western Civilization (3)

(This is a common course number. Former course prefix/number HST 106)

This course is a continuation of History 2311. It follows the development of Western civilization from the Enlightenment to current times. Topics include the Age of Revolution, the beginning of industrialism, 19th century, and the social, economic, and political factors of recent world history. (3 Lec.)

(Coordinating Board Academic Approval Number 4508015442)

HIST 2321 World Civilizations (3)

(This is a common course number. Former course prefix/number HST 103)

This course presents a survey of ancient and medieval history with emphasis on Asian, African, and European cultures. (3 Lec.)

(Coordinating Board Academic Approval Number 4508015342)

HIST 2322 World Civilizations (3)

(This is a common course number. Former course prefix/number HST 104)

This course is a continuation of History 2321. The modern history and cultures of Asia, Africa, Europe, and the Americas, including recent developments, are presented. (3 Lec.)

(Coordinating Board Academic Approval Number 4508015342)

HIST 2370 Latin American History (3)

(Former course prefix/number HST 112)

This course presents developments and personalities which have influenced Latin American history. Topics include Indian cultures, the Conquistadors, Spanish administration, the wars of independence, and relations with the United States. A brief survey of contemporary problems concludes the course. (3 Lec.)

(Coordinating Board Academic Approval Number is to be assigned. This is a unique need course.)

HIST 2380 The Heritage Of Mexico (3)

(This is a common course number. Former course prefix/number HST 110)

This course (cross-listed as Anthropology 2380) is taught in two parts each semester. The first part of the course deals with the archaeology of Mexico beginning with the first humans to enter the North American continent and culminating with the arrival of the Spanish in 1519 A.D. Emphasis is on archaic cultures, the Maya, the Toltec, and the Aztec empires. The second part of the course deals with Mexican history and modern relations between the United States and Mexico. The student may register for either History 2380 or Anthropology 2380, but may receive credit for only one of the two. (3 Lec.)

(Coordinating Board Academic Approval Number 4511015342)

HIST 2381 Afro-American History (3)

(This is a common course number. Former course prefix/number HST 120)

The role of African Americans in the history of the United States is studied. The slave trade and slavery in the United States are reviewed. Contributions of African Americans in the U.S. are described. Emphasis is on the political, economic, and sociological factors of African American life in the 20th century. (3 Lec.)

(Coordinating Board Academic Approval Number 4511015342)

HUMAN DEVELOPMENT**HDEV 0092 Student Success (3)**

(Former course prefix/number HD 092)

In this orientation course, students are introduced to academic and personal goal-setting and learning skills that enhance their chances for educational success. Students will learn how to develop positive attitudes toward themselves, improve communication and decision-making skills, and make effective use of campus resources. This course supports students enrolling in other appropriate remediation. (3 Lec.)

(Coordinating Board Academic Approval Number 3201995140)

HDEV 0100 Educational Alternatives (1)

(Former course prefix/number HD 100)

The learning environment is introduced. Career, personal study skills, educational planning, and skills for living are all included. Emphasis is on exploring career and educational alternatives and learning a systematic approach to decision-making. A wide range of learning alternatives is covered, and opportunity is provided to participate in personal skills seminars. This course may be repeated for credit. (1 Lec.)

(Coordinating Board Academic Approval Number 3201995140)

HDEV 0110 Assessment Of Prior Learning (1)

(Former course prefix/number HD 110)

Prerequisite: Limited to students in Technical Occupational Programs. Demonstrated competence approved by the instructor is required. This course is designed to assist students in documenting prior learning for the purpose of applying for college credit. Students develop a portfolio which includes a statement of educational/career goals, related non-collegiate experiences which have contributed to college-level learning, and documentation of such experiences. This course may be repeated for credit. (1 Lec.)

HDEV 1370 Educational And Career Planning (3)

(Former course prefix/number HD 104)

This course is designed to teach students the ongoing process of decision-making as it relates to career/life and educational planning. Students identify the unique aspects of themselves (interests, skills, values). They investigate possible work environments and develop a plan for personal satisfaction. Job search and survival skills are also considered. (3 Lec.)

HDEV 1372 Cognitive Processes: The Master Student Course (3)

(Former course prefix/number HD 108)

This course is an overview of the processes of learning, memory, perception, language and thought. Special emphasis is placed upon the practical applications of these psychological principles for students to learn, practice and adopt in support of their success in college. (3 Lec.)

(Coordinating Board Academic Approval Number to be assigned. This is a unique need course.)

HDEV 2315 Principles And Processes Of Personal And Social Adjustment (3)

(Former course prefix/number HD 112. Common course number is PSYC 2315)

This course is a presentation of the ways in which the psychological principles of human behavior apply to personal and social adjustment. The course content is designed as an intensive theoretical and experiential study of interpersonal and socio-cultural relationships and an exploration of the behavioral patterns that promote effective adjustment. (3 Lec.)

(Coordinating Board Academic Approval Number 4201015640)

HUMANITIES

HUMA 1301 Introduction To The Humanities (3)

(This is a common course number. Former course prefix/number HUM 101)

Introduction to the Humanities focuses on the study and appreciation of the fine and performing arts and the ways in which they reflect the values of civilizations. (3 Lec.)

(Coordinating Board Academic Approval Number 2401035135)

HUMA 1302 Advanced Humanities (3)

(This is a common course number. Former course prefix/number HUM 102)

Prerequisite: Humanities 1301 or demonstrated competence approved by the instructor. Human value choices are presented through the context of the humanities. Universal concerns are explored, such as a person's relationship to self and to others and the search for meaning. The human as a loving, believing and hating being is also studied. Emphasis is on the human as seen by artists, playwrights, film makers, musicians, dancers, philosophers, and theologians. The commonality of human experience across cultures and the premises for value choices are also stressed. (3 Lec.)

(Coordinating Board Academic Approval Number 2401035135)

INTERIOR DESIGN

INTD 1370 Color Theory And Application For Interior Designers (3)

(Former course prefix/number INT 164)

Prerequisites: Interior Design major. Actual interior design studies will be given that will involve applying various color systems (with emphasis on Munsell), along with mixing techniques to gain desired hue, value, and intensities for solving design color schemes. Color psychologies are also investigated. Laboratory fee. (2 Lec., 4 Lab.)

INTD 1371 Drafting For Interior Designers (3)

(Former course prefix/number INT 171)

Prerequisites: Interior Design major. This course provides the beginning interior design student with basic drafting skills including the correct use of drafting instruments and supplies to obtain good line quality and lettering. Emphasis is placed on the ability to draw orthographic projections and paraline drawings, and an introduction to architectural symbols, dimensioning and notes, and the use of the print machine to reproduce drawings. Building codes and barrier free design are utilized. Laboratory fee. (2 Lec., 4 Lab.)

INTD 1372 Construction Drawings For Interior Designers (3)

(Former course prefix/number INT 173)

Prerequisite: Interior Design 1371. This course teaches the student how to take design drawings and develop the necessary construction drawings needed to build a structure. Emphasis is on the knowledge of building construction as well as the correct representation of building materials and construction assemblies in construction drawings. Typical wood frame residential construction will be utilized with plans, elevations, sections, details, schedules, and specifications included to produce a representative set of building documents. Laboratory fee. (2 Lec., 4 Lab.)

INTD 1373 History Of Modern Design (3)

(Former course prefix/number INT 191)

This course surveys the evolution of 20th Century design from the Industrial Revolution to the present, including 19th Century developments and major influences of the 20th Century. Special attention is given to significant designers, architects, and personalities and their affect on the modern movement. Laboratory fee. (3 Lec.)

INTD 1374 Fundamental Design Studio I (3)

(Former course prefix/number INT 168)

Prerequisites: Interior Design program major. Basic concepts of design limited to black and white values are studied including form, scale, space, proportion, rhythm, theme, variety, accent, unity, texture, and pattern as applied to two-dimensional and three-dimensional abstract projects. This course is intended for students enrolled in applied arts programs. Laboratory fee. (2 Lec., 4 Lab.)

INTD 1375 Interior Design Studio II (3)

(Former course prefix/number INT 167)

Prerequisites: Interior Design 1370, 1374 and 1371. Introduction to the basic design principles as they apply to furniture layouts and space distribution for interiors. The complete design process is investigated. Freehand sketching is emphasized through plans, elevations, sections, perspectives, and schedules. Functional priorities, including circulation and spatial usages will be investigated. Building codes are introduced. Laboratory fee. (2 Lec., 4 Lab.)

INTD 1376 Perspective Drawing And Design Sketching (3)

(Former course prefix/number INT 177)

Prerequisites: Interior Design 1371 and Art 1316. This course introduces the student to the principles of one- and two-point perspective construction including the office method, grid system and printed charts. Freehand sketching methods of spatial representation are included. Shading, shadows and simple pencil sketching techniques are introduced. Laboratory fee. (2 Lec., 4 Lab.)

INTD 2371 Interior Design Studio III (3)

(Former course prefix/number INT 261)

Prerequisites: Interior Design 1370, 1375, 1372 and 1376. The principles studied in Interior Design 1375 are expanded to include studies and experimentation dealing with abstract spatial concepts leading to conceptual planning of specific spaces. Projects deal with general furnishings and simple manipulations of surfaces and volumes. Laboratory fee. (2 Lec., 4 Lab.)

INTD 2372 Interior Design Studio IV (3)

(Former course prefix/number INT 262)

Prerequisites: Interior Design 2371, 2374, and 2377. The principles studied in Interior Design 2371 are expanded to include detailed space planning and selection of specific furnishings and accessories as well as design and detailing of millwork and other interior construction. Laboratory fee. (2 Lec., 4 Lab.)

INTD 2373 Rendering for Interior Design (3)

(Former course prefix/number INT 277)

Prerequisites: Interior Design 1370 and 1376. This course introduces the student to basic delineation techniques to render two- and three-dimensional drawings of interior architectural spaces. Emphasis is on the development of black and white and color rendering procedures dealing with plans, elevations, and perspectives. Media applied include graphite pencil, pen and ink, color pencil, markers, opaque media, and mixed media techniques of presentation. Laboratory fee. (2 Lec., 4 Lab.)

INTD 2374 Textiles For Interior Design (3)

(Former course prefix/number INT 281)

This course is a study of the textile products, characteristics, and their uses as applied to the interior design industry. Fibers, yarns, construction, and finishes are individually studied. A history of decorative textiles and their uses in traditional interiors is included. Contemporary textiles and their application to new uses in interior design are studied. A project notebook is required. (3 Lec.)

INTD 2375 Materials For Interior Design (3)

(Former course prefix/number INT 283)

Prerequisites: Interior Design major. A comprehensive overview is presented to introduce the student to the various interior design materials, finishes, and methods of construction installation that are available for specification today, and to compile an actual working source file through field trips, guest speakers, demonstrations, and class lectures. How to specify through measurements, millwork, finish types, quantities, and costs is stressed. (2 Lec., 4 Lab.)

INTD 2376 Lighting Design (3)

(Former course prefix/number INT 284)

Prerequisites: Interior Design 1370 and 1372. Qualitative and quantitative aspects of lighting are assessed. Topics include lamp types, fixture systems, design calculations, system layouts, electrical symbols, electrical plans and specifications, lighting schedules, and emphasis on the effects of lighting systems on colors. Laboratory fee. (2 Lec., 4 Lab.)

INTD 2377 History Of Interior Arts (3)

(Former course prefix/number INT 293)

Prerequisites: Art 1303 and Art 1304. This course is a historical survey of the interior arts and interior architecture covering the Antiquities, Italian Renaissance and the French styles. Emphasis for the semester is placed on the French styles. An illustrated research notebook is required. Laboratory fee. (3 Lec., 1 Lab.)

INTD 2378 Comparative Survey Of Styles (3)

(Former course prefix/number INT 294)

Prerequisite: Interior Design 2377. This course is a comparative survey of the interior arts and interior architecture of the English, Oriental, and American styles. Emphasis for the semester is placed on the English styles. An illustrated research notebook is required. Laboratory fee. (3 Lec., 1 Lab.)

INTD 3370 Interior Design Studio V (3)

(Former course prefix/number INT 363)

Prerequisites: Interior Design 2372, 2373, 2375, 2376, and 2378. The principles studied in Interior Design 2372 are expanded to include consideration of spatial psychologies, historical design applications, and interior mechanical equipment. Laboratory fee. (2 Lec., 4 Lab.)

INTD 3372 Professional Practice For Interior Designers (3)

(Former course prefix/number INT 385)

Prerequisite: Interior Design 2372 or demonstrated competence approved by the instructor. This course involves the theory and application of design office practices and procedures as well as discussion of client psychology. Various management systems and methods are studied. Topics include the marketing of professional services, coordination with consultants, professional organizations, legal and tax issues, business insurance, project management forms, building codes, and consumer issues. (3 Lec.)

INTD 3373 Restoration And Preservation (3)

(Former course prefix/number INT 395)

Prerequisites: Interior Design 2378 and concurrent enrollment in Interior Design 3370 and 3372. This is an introductory course to the many aspects of restoration, preservation, and adaptive reuse of structures and spaces. Emphasis is placed on the architectural interior. Legal and tax issues are discussed. Restoration projects involving actual local structures are studied, along with theoretical problems. Specialized resources are included. (2 Lec., 2 Lab.)

INTD 3374 Directed Design Research (3)

(Former course prefix/number INT 367)

Prerequisite: Interior Design 2372, Interior Design 2375, Interior Design 2376, Interior Design 2378, and English 1301. The student will select a design topic and formulate a design project proposal for review and approval by the faculty. Original written research will include a review of the literature, surveys and case observations. An emphasis will be placed on a system of programming of the research data, evaluation of that data through analytical thinking and conclusions drawn from the evaluations. A statement of purpose, needs, goals, expected outcomes and timelines will be set for the project. A concept statement will be written. A research paper for the capstone design course for next semester will be presented at the end of this course. (2 Lec., 4 Lab.)

INTD 3375 Directed Design Studies (3)

(Former course prefix/number INT 368)

Prerequisite: Interior Design 3370 and 3374. The student will implement the design research document completed in Interior Design 3374 and develop it into a capstone design experience project in the final semester of the Interior Design program. This project will require the students to demonstrate their mastery of the interior design process from conception to completion. The students will demonstrate a competency of specialized knowledge and technologies that will allow them to secure a valuable entry level position, to enhance the portfolio in an area of major interest and to strengthen any weak aspects that may exist. (2 Lec., 4 Lab.)

INTD 3470 Interior Design Studio VI (4)

(Former course prefix/number INT 365)

Prerequisites: Interior Design 1373, 3370, 3372, and 3373. The principles studied in Interior Design 3370 are expanded to include project management. Advanced construction documents are prepared. Efforts are made to achieve advanced levels of fully developed creative projects. Laboratory fee. (3 Lec., 4 Lab.)

INTD 7271 Cooperative Work Experience (2)

(Former course prefix/number INT 702)

Prerequisites: All second year major courses. This course provides practical work experience in a Dallas interior design studio with emphasis placed in the specialty of the students' choice. Areas of specialization are: commercial, residential, institutional, medical, architectural, retail, specifiers, lighting, restaurants, hotels, workroom vendors, computer aided drafting, education and others. The student, employer and instructor compile a written competency-based learning plan in the form of work objectives to be accomplished on the job. Sixteen seminar sessions each semester consist of informational speakers and film presentations concerning special problems and interests in the work place. This course may be repeated for credit. (1 Lec., 10 Lab.)

INTD 7371 Cooperative Work Experience (3)

(Former course prefix/number INT 703)

Prerequisites: All second year major courses. This course provides practical work experience in a Dallas interior design studio with emphasis placed in the specialty of the students' choice. Areas of specialization are: commercial, residential, institutional, medical, architectural, retail, specifiers, lighting, restaurants, hotels, workroom vendors, computer aided drafting, education and others. The student, employer and instructor compile a written competency-based learning plan in the form of work objectives to be accomplished on the job. Sixteen seminar sessions each semester consist of informational speakers and film presentations concerning special problems and interests in the work place. This course may be repeated for credit. (1 Lec., 15 Lab.)

INTERNATIONAL BUSINESS AND TRADE

All course descriptions in International Business and Trade will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at [<http://www.dcccd.edu/admiss/cd.htm>] or from an academic advisor beginning June 1, 1999.

INTERNET PUBLISHING, TRAINING AND COMMERCE TECHNOLOGY

WEBT 1270 The Multimedia/Internet Computer: Components and Operating Systems (2)

(Former course prefix/number WEB 140)

This course introduces the basic hardware, software and operating systems in the Multimedia/Internet computer. Students will identify and describe the function of each component. Various operating systems and corresponding Graphical User Interfaces (GUI's) will be presented with the student demonstrating competency in each system. Laboratory fee. (1 Lec., 2 Lab.)

WEBT 1271 Introduction To Internet Publishing (2)

(Former course prefix/number WEB 141)

Prerequisites: Concurrent enrollment in WEBT 1270 or demonstrated competence approved by program director. This course will review the history, employment possibilities, current trends and effects on society of the digital information age. Current Internet technology, project development methodology and evaluation will be described. Web development tools like HTML editors, scripting languages, graphic utilities, site administration and productivity software will also be discussed and demonstrated. Laboratory fee. (1 Lec., 2 Lab.)

WEBT 1272 Digital Media Production (2)

(Former course prefix/number WEB 142)

Prerequisites: Concurrent enrollment in WEBT 1270 or demonstrated competence approved by program director. This course introduces the student to the processes and tools of media acquisition for constructing media rich, web based information spaces. Emphasis is on skill building in the use of scanners, digital cameras, VCRs, camcorders, CD-ROM players and tape players to acquire digital objects. Laboratory fee. (1 Lec., 2 Lab.)

WEBT 1273 Instructional Design For Interactive Publishing (2)

(Former course prefix/number WEB 143)

Prerequisites: English 1301. This course provides an exploration of instructional design principles and methods utilized in the development of Web based interactive projects. Students will conduct a needs analysis, task analysis, estimate costs, and design media rich instructional sequences using flow charts, scripts, and story boards. Tools for evaluating Web based interactive projects will also be described. Laboratory fee. (1 Lec., 2 Lab.)

WEBT 1274 Writing For Interactive Publishing (2)

(Former course prefix/number WEB 144)

Prerequisites: English 1301. Introduction to the specialized writing requirements of electronic publishing will be covered. Emphasis is placed on ensuring script content is appropriate for Web based training, and marketing projects. (2 Lec.)

WEBT 1275 Digital Graphics And Advanced Visual Design (2)

(Former course prefix/number WEB 145)

Prerequisites: Arts 1311, WEBT 1270, WEBT 1271, WEBT 1272 or demonstrated competence approved by program director. Visual design concepts for new media will be explored using raster and vector based software applications. Digital imaging and illustration projects will utilize advanced color theory, typography, 2D and 3D visual composition and communication techniques. Laboratory fee. (1 Lec., 2 Lab.)

WEBT 1276 Web Site Production Techniques (2)

(Former course prefix/number WEB 146)

Prerequisites: Arts 1311, WEBT 1270, WEBT 1271, WEBT 1272 or demonstrated competence approved by program director. This course provides in-depth study of the tools required to publish electronic documents on the World-Wide Web. Emphasis is on utilizing Hyper Text Markup Language to construct media rich Web pages for distribution over the Internet. A review of HTML page editors with proficiency in their use is also required. Laboratory fee. (1 Lec., 2 Lab.)

WEBT 1277 Authoring Web Based Training (2)

(Former course prefix/number WEB 147)

Prerequisites: Arts 1311, English 1301, WEBT 1270, WEBT 1271, WEBT 1272, or demonstrated competence approved by program director. This course will prepare students to design and develop Web Based Training and distance education programs using the Toolbook II Instructor authoring software. Emphasis is placed on hands-on use of the software to create media rich, interactive Internet training and educational programs. Topics will include organizational structure, navigation, branching, interactivity and course management systems. Laboratory fee. (1 Lec., 2 Lab.)

WEBT 1278 2D Digital Animation For Internet Publishing (2)

(Former course prefix/number WEB 148)

Prerequisites: Arts 1311, WEBT 1270, WEBT 1271, WEBT 1272, or demonstrated competence approved by program director. Introduction of two dimensional animation techniques including; background and actor development, placement, movement, and timing of digital objects to create the illusion of movement. Emphasis will be on the specialized requirements of animation delivery over Internetworking systems. Laboratory fee. (1 Lec., 2 Lab.)

WEBT 1279 2D Virtual Reality For Internet Publishing (2)

(Former course prefix/number WEB 149)

Prerequisites: Arts 1311, WEBT 1270, WEBT 1271, WEBT 1272, WEBT 1275, WEBT 1276, WEBT 1278 or demonstrated competence approved by program director. Advance study in animation software with emphasis on complex photo realistic 3D animation sequences delivered over Internetworking systems will be covered. Students will produce animated sequences involving movement of models, logos, and text in a 3D environment. Laboratory fee. (1 Lec., 2 Lab.)

WEBT 1280 Web Based Marketing & Commerce (2)

(Former course prefix/number WEB 150)

Prerequisites: Arts 1311, English 1301, WEBT 1270, WEBT 1271, WEBT 1272, WEBT 1275, WEBT 1276, WEBT 1278 or demonstrated competence approved by program director. This course explores Web based marketing and electronic commerce. Emphasis will be on planning, designing and marketing digital storefronts. Laboratory fee. (1 Lec., 2 Lab.)

WEBT 1281 Managing Large-Scale Interactive Projects (2)

(Former course prefix/number WEB 151)

Prerequisites: WEBT 1270, WEBT 1271, or demonstrated competence approved by program director. This course is an introduction to the complexities of managing large-scale interactive projects. Students will learn cost specification, budgeting, schedule construction, negotiation, team-building, time management and status reporting skills. Legal issues like intellectual property rights, contract agreements, ethics, and confidentiality will be described and applied through role-playing exercises. (2 Lec.)

WEBT 1282 Authoring New Media Projects (2)

(Former course prefix/number WEB 152)

Prerequisites: Arts 1311, WEBT 1270, WEBT 1271, WEBT 1272, WEBT 1273, WEBT 1275, WEBT 1276, WEBT 1277, WEBT 1278 or demonstrated competence approved by program director. Further study in the use of authoring software to produce advanced, media rich, interactive projects with emphasis on programming, scripting, cross-platform functionality and Internet distribution will be covered. Laboratory fee. (1 Lec., 2 Lab.)

WEBT 1283 Portfolio (2)

(Former course prefix/number WEB 153)

Prerequisites: All previously listed Semester I & II WEBT, support courses and concurrent enrollment in Semester III WEBT courses or demonstrated competence approved by program director. Advanced directed study with development of a media rich, Internet project for corporate or in-house client. Additional topics will include an overview of professional practices required of the work place like networking, presentation skills and job-seeking techniques. Laboratory fee. (1 Lec., 2 Lab.)

WEBT 1284 Web Server Management (2)

(Former course prefix/number WEB 154)

Prerequisites: All previously listed Level I, WEBT and support courses or demonstrated competence approved by program director. This course explores the functionality of World-Wide Web server technology. Students will install, configure and optimize various server products. Laboratory fee. (1 Lec., 2 Lab.)

WEBT 1285 Web Site Maintenance (2)

(Former course prefix/number WEB 155)

Prerequisites: All previously listed Level I, WEBT and support courses or demonstrated competence approved by program director. This course provides students the essential skills required to maintain large-scale Web sites. Emphasis is placed on; hardware/software maintenance, site analyzation and monitoring tools, backup procedures, disaster recovery, document management, site indexing/cataloging and security. Laboratory fee. (1 Lec., 2 Lab.)

WEBT 1286 Web Based Training System Management (2)

(Former course prefix/number WEB 156)

Prerequisites: All previously listed Level I, WEBT and support courses or demonstrated competence approved by program director. This course provides skills required to manage web based training environments. Emphasis is placed on installation, configuration and maintenance of news, mail, chat and SQL servers. Laboratory fee. (1 Lec., 2 Lab.)

WEBT 1370 Internet Scripting Languages (3)

(Former course prefix/number WEB 157)

Prerequisites: All previously listed Level I, WEBT and support courses or demonstrated competence approved by program director. This survey course explores Internet scripting languages. Emphasis will be placed on increasing Web page interactivity through development of CGI scripts to include; client-pull, server-push, dynamic page generation, and form processing techniques. Additionally, students will explore development of media rich Internet applications using Java. Laboratory fee. (2 Lec., 3 Lab.)

WEBT 7371 Cooperative Work Experience (3)

(Former course prefix/number WEB 703)

Prerequisites: All previously listed Level I, WEBT, support courses, and concurrent enrollment in Semester IV WEBT courses or demonstrated competence approved by program director. Students will work either in an off-campus cooperative work arrangement or on a campus production team to create a Web based interactive project. This cooperative education offers the student college credit for practical work experience related to their career goals. Laboratory fee. (1 Lec., 14 Lab.)

INVASIVE CARDIOVASCULAR TECHNOLOGY**ICVT 1272 Introduction to the Cath Lab (2)**

(Former course prefix/number ICV 139)

Prerequisite: A grade of "C" or better in all previous course work. Concurrent enrollment in Invasive Cardiovascular Technology 1375. This course introduces the student to a working cath lab. Under the supervision of faculty and clinical staff, the student will observe and familiarize themselves with various affiliated hospital cath labs. The student will, under the supervision of faculty and clinical staff, observe, assist, and perform tasks specific to the cath lab. Such tasks may include sterile back table setup, standard procedures, and laboratory operations. (20 Ext.)

ICVT 1375 Cath Lab Fundamentals (3)

(Former course prefix/number ICV 137)

Prerequisite: Current American Heart Association Class C Basic Life Support certification. A grade of "C" or better in all previous support courses and Allied Health Imaging Core course work. Concurrent enrollment in Invasive Cardiovascular Technology 1570. This course introduces the diagnostic procedures used in the cath lab. Prior didactic instruction in cardiac physiology and medical imaging will be applied to cath lab procedures including patient preparation and monitoring, angiographic equipment setup and the coronary angiography procedure itself. Emphasis will be placed on hemodynamic data collection and analysis, X-Ray technology, and interventional procedures in the cardiac cath lab. Discussion will also focus on the beginning cath lab clinical experience. Laboratory fee. (3 Lec., 3 Lab.)

ICVT 2371 Cath Lab III (3)

(Former course prefix/number ICV 220)

Prerequisite: A grade of "C" or better in all previous support courses and invasive cardiovascular course work. Concurrent enrollment in Invasive Cardiovascular Technology 2571. This course is a continuation of Invasive Cardiovascular Technology 2370. The student will study areas of opportunity outside the cath lab. These will include non-invasive cardiology, cardiac surgical procedures, and hospital administration as related to the cath lab. The course will also assist the student in role transition from student to cath lab employee. (3 Lec.)

ICVT 2470 Cath Lab I (4)

(Former course prefix/number ICV 223)

Prerequisite: A grade of "C" or better in all previous support, Allied Health Imaging Core, and Invasive Cardiovascular Technology course work. Concurrent enrollment in Invasive Cardiovascular Technology 2670. This course is a continuation of Invasive Cardiovascular Technology 1375. An intensive study of advanced cardiovascular diagnostic procedures will occur. Emphasis will be on hemodynamic data collection and implications in relation to cardiac diseases. Topics include electrophysiology studies, pacemakers, and an introduction to interventional procedures. A term paper will be required. Laboratory fee. (3 Lec., 3 Lab.)

ICVT 2471 Cath Lab II (4)

(Former course prefix/number ICV 224)

Prerequisite: A grade of "C" or better in all previous support, Allied Health Imaging Core, and Invasive Cardiovascular Technology course work. Concurrent enrollment in Invasive Cardiovascular Technology 2671. This course is a continuation of Invasive Cardiovascular Technology 2470. The student will study areas of opportunity outside the cath lab. These will include non-invasive cardiology, cardiac surgical procedures, and hospital administration as related to the cath lab. The course will also assist the student in the role transition from student to cath lab employee. A term paper will be required. Laboratory fee. (3 Lec., 3 Lab.)

ICVT 2670 Cath Lab Clinical I (6)

(Former course prefix/number ICV 225)

Prerequisite: A grade of "C" or better in all previous support, Allied Health Imaging Core, and Invasive Cardiovascular Technology course work. Concurrent enrollment in Invasive Cardiovascular Technology 2470. This course will provide the student continued opportunity to observe, assist, and perform tasks specific to the cath lab. Student will be assigned to an affiliated hospital cath lab. Laboratory fee. (32 Ext.)

ICVT 2671 Cath Lab Clinical II (6)

(Former course prefix/number ICV 226)

Prerequisite: A grade of "C" or better in all previous support, Allied Health Imaging Core, and Invasive Cardiovascular Technology course work. Concurrent enrollment in Invasive Cardiovascular Technology 2471. This course is a continuation of Invasive Cardiovascular Technology 2670. The student will be provided continued opportunity to observe, assist, and perform tasks specific to the cath lab. Students will be assigned to an affiliated hospital cath lab. Laboratory fee. (32 Ext.)

LEGAL ASSISTANT

All course descriptions in Legal Assistant will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at [\[http://www.dcccd.edu/admiss/cd.htm\]](http://www.dcccd.edu/admiss/cd.htm) or from an academic advisor beginning June 1, 1999.

MANAGEMENT

All course descriptions in Management will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at [\[http://www.dcccd.edu/admiss/cd.htm\]](http://www.dcccd.edu/admiss/cd.htm) or from an academic advisor beginning June 1, 1999.

MARKETING CAREERS

All course descriptions in Marketing Careers will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at [\[http://www.dcccd.edu/admiss/cd.htm\]](http://www.dcccd.edu/admiss/cd.htm) or from an academic advisor beginning June 1, 1999.

MATHEMATICS

(See Developmental Mathematics also. Supplementary instruction in mathematics is available through the learning center.)

MATH 1314 is a 3 credit hour lecture course. MATH 1414 is a 4 credit hour lecture and laboratory course. Either course will meet degree requirements.

MATH 1314 College Algebra (3)

(This is a common course number. Former course prefix/number MTH 101)

Prerequisites: Two years of high school algebra and an appropriate assessment test score or Developmental Mathematics 0099 or Developmental Mathematics 0093. This course is a study of relations and functions including polynomial, rational, exponential, logarithmic, and special functions. Other topics include complex numbers, systems of equations and inequalities, theory of equations, progressions, the binomial theorem, proofs, and applications. (3 Lec.)

(Coordinating Board Academic Approval Number 2701015437)

MATH 1316 Plane Trigonometry (3)

(This is a common course number. Former course prefix/number MTH 102)

Prerequisite: Mathematics 1314 or Mathematics 1414 or equivalent, or approval of instructor. This course is a study of angular measures, functions of angles, identities, solutions of triangles, equations, inverse trigonometric functions, and complex numbers. (3 Lec.)

(Coordinating Board Academic Approval Number 2701015337)

MATH 1324 Mathematics For Business And Economics I (3)

(This is a common course number. Former course prefix/number MTH 111)

Prerequisites: Two years of high school algebra and an appropriate assessment test score or Developmental Mathematics 0099 or Developmental Mathematics 0093. This course includes equations, inequalities, matrices, linear programming; linear, quadratic, polynomial, rational, exponential, and logarithmic functions; and probability. Applications to business and economics problems are emphasized. (3 Lec.)

(Coordinating Board Academic Approval Number 2703015237)

MATH 1325 Mathematics For Business And Economics II (3)

(This is a common course number. Former course prefix/number MTH 112)

Prerequisite: Mathematics 1324. This course includes limits, differential calculus, integral calculus, and appropriate applications. (3 Lec.)

(Coordinating Board Academic Approval Number 2703015237)

MATH 1332 College Mathematics I (3)

(This is a common course number. Former course prefix/number MTH 115)

Prerequisites: Two years of high school algebra and an appropriate assessment test score or Developmental Mathematics 0099 or Developmental Mathematics 0093. Designed for liberal arts students, this course includes the study of sets, logic, sets of numbers, and mathematical systems. Additional topics will be selected from mathematics of finance, introduction to computers, introduction to statistics, and introduction to matrices. Recreational and historical aspects of selected topics are also included. (3 Lec.)

(Coordinating Board Academic Approval Number 2701015137)

MATH 1333 College Mathematics II (3)

(This is a common course number. Former course prefix/number MTH 116)

Prerequisites: Two years of high school algebra and an appropriate assessment test score or Developmental Mathematics 0099 or Developmental Mathematics 0093. Designed for liberal arts students, this course includes the study of algebra, linear programming, permutations, combinations, probability, and geometry. Recreational and historical aspects of selected topics are also included. (3 Lec.)

(Coordinating Board Academic Approval Number 2701015137)

MATH 1335 Fundamental Concepts Of Mathematics For Elementary Teachers (3)

(This is a common course number. Former course prefix/number MTH 117)

Prerequisites: Two years of high school algebra and an appropriate assessment test score or Developmental Mathematics 0099 or Developmental Mathematics 0093. This course includes the structure of the real number system and geometry. Emphasis is on the development of mathematical reasoning needed for elementary teachers. (3 Lec.)

(Coordinating Board Academic Approval Number 2701015137)

MATH 1342 Introductory Statistics (3)

(This is a common course number. Former course prefix/number MTH 202)

Prerequisite: Two years of high school algebra and an appropriate test score or Developmental Mathematics 0099 or Developmental Mathematics 0093. This course is a study of collection and tabulation of data, bar charts, graphs, sampling, measures of central tendency and variability, correlation, index numbers, statistical distributions, probability, and application to various fields. (3 Lec.)

(Coordinating Board Academic Approval Number 2705015137)

MATH 1348 Analytic Geometry (3)

(This is a common course number. Former course prefix/number MTH 121)

Prerequisite: Mathematics 1316 or equivalent. This course is a study of the real numbers, distance, the straight line, conics, transformation of coordinates, polar coordinates, parametric equations, and three-dimensional space. (3 Lec.)

(Coordinating Board Academic Approval Number 2701015537)

MATH 1371 Business Mathematics (3)

(Former course prefix/number MTH 130)

Prerequisites: An appropriate assessment test score. This course is a study of quantitative concepts in solving problems in various business areas. Topics include: simple and compound interest, present and future value of an annuity, amortization, sinking funds, bank discounts, payrolls, taxes, insurance, mark up, mark down, depreciation, purchase discounts, corporate and government securities, and other problems of elementary mathematical applications to business finance. (3 Lec.)

MATH 1414 is a 4 credit hour lecture and laboratory course. MATH 1314 is a 3 credit hour lecture course. Either course will meet degree requirements.

MATH 1414 College Algebra (4)

(Former course prefix/number MTH 103)

Prerequisites: Two years of high school algebra and an appropriate assessment score or Developmental Mathematics 0099 or Developmental Mathematics 0093. This course is a study of relations and functions including polynomial, rational, exponential, logarithmic, and special functions. Other topics include complex numbers, systems of equations and inequalities, theory of equations, progressions, the binomial theorem, proofs, and applications. (4 Lec.)

(Coordinating Board Academic Approval Number is 2701015437.)

MEDICAL ASSISTING

MEDA 1170 Law and Ethics for Health Professionals (1)

(Former course prefix/number MA 100)

Prerequisites: GED or High school diploma. Principles of medical ethics and law will be examined. Topics include legal relationship between physician and patient, preparation and distribution of legal documents, initiation and termination of contracts, informed consent, professional liability and torts especially negligence, medico-legal aspects of Medical Assisting, maintenance of licenses and accreditation, types of medical practice. (1 Lec.)

MEDA 1171 Medical Emergencies (1)

(Former course prefix/number MA 101)

Prerequisites: GED or High School diploma. Participants will learn to recognize a medical emergency, maintain and utilize emergency equipment and supplies, apply first aid, communication in emergency situations and legal considerations. Eight hours of the course are dedicated to lifesaving skills in respiratory and cardiac emergencies involving adults, children and infants and meets CPR certification standards. Laboratory fee. (1 Lab.)

MEDA 1172 Computer Applications for the Medical Office (1)

(Former course prefix/number MA 102)

Prerequisite: Medical Assisting 1370. Skill development in keyboarding is emphasized as the student is introduced to software applications for the medical office. Continued emphasis on business communication skills, correspondence, grammar and writing occurs. Laboratory fee. (1 Lec., 1 Lab.)

MEDA 1270 Medical Office Procedures I (2)

(Former course prefix/number MA 103)

This course introduces telephone techniques, filing and indexing, correspondence, mail handling and bookkeeping skills. Keyboarding and office skills and business transactions are emphasized. Scheduling, appointment monitoring and hospital admission and surgical/outpatient procedures are also covered. Laboratory fee. (2 Lec., 1 Lab.)

MEDA 1271 Human Diseases (2)

(Former course prefix/number MA 104)

Prerequisite: Medical Assisting 1370. This course provides an overall view of the more common human diseases including the definition, etiology, signs and symptoms, course of the disease, diagnostic tests, and treatments. (2 Lec.)

MEDA 1272 Transcription for the Medical Office (2)

(Former course prefix/number MA 105)

Prerequisite: Medical Assisting 1172 and Medical Assisting 1370. Word processing and beginning transcription skills are emphasized in transcribing medical data. Emphasis will be on medical office applications. Laboratory fee. (1 Lec., 2 Lab.)

MEDA 1273 Medical Office Procedures II (2)

(Former course prefix/number MA 106)

Prerequisite: Medical Assisting 1270 and Medical Assisting 1370. This course provides an overview of administrative techniques required in a health care setting. Emphasis is placed on time management, policies and procedures, quality control, equipment and supply inventory, and hiring. (2 Lec.)

MEDA 1274 Medical Office Externship (2)

(Former course prefix/number MA 107)

Prerequisites: Successful completion of all the following coursework: Medical Assisting 1170, Medical Assisting 1171, Medical Assisting 1172, Medical Assisting 1270, Medical Assisting 1271, Medical Assisting 1272, Medical Assisting 1273, Medical Assisting 1279, Medical Assisting 1370, English 1301, and Speech Communications 1311. Medical Office Externship gives the student the opportunity to perform administrative medical assisting skills in health care settings. The student performs 80 hours of the administrative functions of medical assisting in a job setting. (5 Lab.)

MEDA 1275 Clinical Procedures I (2)

(Former course prefix/number MA 108)

Prerequisites: Medical Assisting 1271 and Medical Assisting 1370. This course instructs the Medical Assisting student in obtaining and recording patient histories, assessing patients' vital signs, assisting the physician with physical examinations, recognizing instruments used in the various examinations, caring for equipment in the office, and disposing of hazardous wastes. Additional topics include basic aseptic techniques, prevention of infections, materials management, and cultural awareness. Laboratory fee. (1 Lec., 2 Lab.)

MEDA 1276 Clinical Procedures II (2)

(Former course prefix/number MA 109)

Prerequisite: Medical Assisting 1275. This course introduces the Medical Assisting student to more complex physical examinations techniques including assisting with surgical office procedures, surgical asepsis, setting up surgical trays, gowning and gloving, collecting and labeling of surgical specimens, and maintaining surgical records including informed consent. The technique and theory of phlebotomy including capillary puncture, venipuncture, pediatric phlebotomy and universal precautions are also covered. Laboratory fee. (1 Lec., 2 Lab.)

MEDA 1277 Medical Office Laboratory Procedures (2)

(Former course prefix/number MA 110)

Prerequisite: Medical Assisting 1275. This course provides an overview of the collection of specimens of body fluids and secretions using CDC universal precautions guidelines. Also included are techniques for processing specimens using quality control, the use and care of the microscope and other laboratory equipment, and basic microbiology. Laboratory fee. (1 Lec., 2 Lab.)

MEDA 1278 Clinical Office Externship (2)

(Former course prefix/number MA 111)

Prerequisite: Successful completion of all the following course work: Medical Assisting 1170, Medical Assisting 1171, Medical Assisting 1172, Medical Assisting 1275, Medical Assisting 1276, Medical Assisting 1277, Medical Assisting 1280, Medical Assisting 1370, and English 1301. Clinical Office Externship gives the student the opportunity to perform clinical assisting skills in health care settings. The student performs 80 hours of the clinical functions of medical assisting in a job setting. (5 Lab.)

MEDA 1279 Medical Office Coding and Insurance (2)

(Former course prefix/number MA 112)

Prerequisites: Medical Assisting 1271 and Medical Assisting 1370 must be taken prior to or concurrently. Diagnosis and procedure coding for the medical office is presented. ICD-9 coding CPT are covered as well as insurance programs, both public and private, including worker's compensation claims, Medicare and Medicaid claims. Fundamentals of medical recordkeeping including creation, maintenance and protection of medical records, electronic claims submission and the precertification process are presented. Laboratory fee. (2 Lec., 1 Lab.)

MEDA 1280 Pharmacology and Medication Administration (2)

(Former course prefix/number MA 113)

Prerequisites: Medical Assisting 1275 and Medical Assisting 1370. This course provides an overview of the drug classifications used in the physicians' offices, dosage preparation, the administration of oral and parenteral medications, and the maintenance of medication records. Laboratory fee. (2 Lec., 1 Lab.)

MEDA 1370 Medical Terminology (3)

(Former course prefix/number MA 114)

Prerequisites: GED or high school diploma. This course presents a basic introduction to the organization, structure, function and tissues of the human body. Major systems to be discussed include the skeletal, muscle, nervous and endocrine systems, as well as the structure and organization of the human body. Students will examine the word structure and spelling of terms related to these system. (3 Lec.)

MEDICAL LABORATORY TECHNICIAN

MDLT 1171 Practicum I (1)

(Former course prefix/number MLT 143)

Prerequisite: Completion of in Medical Laboratory Technology 1470 with a minimum grade of "C". This course provides supervised clinical practice in a hematology laboratory. The student will perform procedures associated with hematologic studies including computer applications. (8 Ext.)

MDLT 1370 Immunology/Serology (3)

(Former course prefix/number MLT 136)

Prerequisites: Minimum grade of "C" in Medical Laboratory Technology 1470 or demonstrated competence approved by instructor. The theory and practice of clinical immunology are presented. Serological laboratory procedures are performed and applied to diagnostic correlations. Laboratory fee. (2 Lec., 3 Lab.)

MDLT 1371 Immunohematology (3)

(Former course prefix/number MLT 137)

Prerequisites: Acceptance into the Medical Laboratory Technology Program and a minimum grade of "C", and concurrent enrollment in Medical Lab Technology 1370. The theory and practice of clinical immunohematology are presented. An overview of modern blood banking will include component preparation to specialized testing necessary for antibody identification. Laboratory fee. (2 Lec., 4 Lab.)

MDLT 1470 Hematology (4)

(Former course prefix/number MLT 133)

Prerequisite: Acceptance into the Medical Laboratory Technician Program, completion of Biology 2401 or Biology 1470 and English 1301 with a minimum grade of "C". The theory and basic techniques used in the hematological examination of blood are presented. Laboratory fee. (3 Lec., 4 Lab.)

MDLT 1471 Clinical Practice I (4)

(Former course prefix/number MLT 141)

Prerequisites: Minimum grade of "C" in all previous Medical Laboratory Technology course work and an overall minimum grade of "C" in non-technical course work. This course provides supervised clinical practice in hematology, serology, blood banking, and phlebotomy. The student will perform procedures associated with the various laboratory areas including computer applications. The student is assigned to a clinical laboratory. (35 Lab.)

MDLT 2271 Medical Microbiology II (2)

(Former course prefix/number MLT 237)

Prerequisite: Minimum grade of "C" in Medical Laboratory Technology 2470. This course is a continuation of Medical Laboratory Technology 2470. It includes a study of the isolation and identification procedures for selected bacteria, fungi, and parasites. Laboratory fee. (1 Lec., 4 Lab.)

MDLT 2272 Practicum II (2)

(Former course prefix/number MLT 244)

Prerequisites: Completion of Medical Laboratory Technology 2570, Medical Laboratory Technology 2371 with a minimum grade of "C". This course provides supervised clinical practice in clinical chemistry and serology. The student will perform procedures associated with various laboratory areas including computer applications. The student is assigned to a clinical laboratory. (14 Ext.)

MDLT 2273 Practicum III (2)

(Former course prefix/number MLT 245)

Prerequisites: Completion of Medical Laboratory Technology 2372 and Medical Laboratory Technology 2473 with a minimum grade of "C". This course provides supervised clinical practice in immunohematology and clinical microbiology. The student will perform procedures associated with various laboratory areas including computer applications. The student is assigned to a clinical laboratory. Completion of this course requires passing a comprehensive examination. (20 Ext.)

MDLT 2370 Urinalysis And Body Fluids (3)

(Former course prefix/number MLT 225)

Prerequisites: Minimum grade of "C" in Medical Laboratory Technology 1370, 1371, 1372, and 1470 or demonstrated competence approved by the instructor. This course is a study of the theory and laboratory procedures used in the analysis of urine and other body fluids. Laboratory fee. (2 Lec., 4 Lab.)

MDLT 2371 Immunology/Serology (3)

(Former course prefix/number MLT 214)

Prerequisites: Acceptance into the Medical Laboratory Technology program. An introduction to the theory and application of basic immunology, including the immune response, principles of antigen-antibody reactions, and the principles of serological procedures. Laboratory fee. (2 Lec., 2 Lab.)

MDLT 2372 Immunohematology (3)

(Former course prefix/number MLT 243)

Prerequisite: Acceptance into the Medical Laboratory Technology program. A study of blood group antigens and antibodies. Performance of routine blood banking procedures, including blood group and Rh typing, antibody screens, antibody identification, cross matching, elution, and absorption techniques. Laboratory fee. (2 Lec., 2 Lab.)

MDLT 2470 Medical Microbiology I (4)

(Former course prefix/number MLT 229)

Prerequisites: Completion of the first year of the Medical Laboratory Technology Program or demonstrated competence approved by the instructor. The fundamentals of microbial life are studied. Methods and procedures used in diagnostic microbiology are covered. Included are the principles of aseptic techniques, susceptibility testing of bacteria, quantification of selected bacteria. The normal body flora are discussed, and the relationship of these bacteria to disease in humans is emphasized. Laboratory fee. (3 Lec., 4 Lab.)

MDLT 2471 Clinical Chemistry (4)

(Former course prefix/number MLT 231)

Prerequisites: Minimum grade of "C" in Medical Laboratory Technology 2470 and completion of Chemistry 2401. This course focuses on the theory and procedures used in the clinical chemistry laboratory. Both manual and automated methods are presented in lectures and laboratory assignments. Laboratory fee. (3 Lec., 4 Lab.)

MDLT 2472 Clinical Practice II (4)

(Former course prefix/number MLT 241)

Prerequisites: Minimum grade of "C" in all previous Medical Laboratory Technology course work and an overall minimum grade of "C" in non-technical course work. This course provides supervised clinical practice in diagnostic microbiology and clinical chemistry and urinalysis. The student will perform procedures associated with the various laboratory areas including computer applications. The student is assigned to a clinical laboratory. (35 Lab.)

MDLT 2473 Clinical Microbiology (4)

(Former course prefix/number MLT 247)

Prerequisite: Acceptance into the Medical Laboratory Technology program. Instruction in the theory, practical application, and pathogenesis of clinical microbiology, including collection, setup, identification, susceptibility testing, and reporting procedures. Laboratory fee. (3 Lec., 4 Lab.)

MDLT 2570 Clinical Chemistry (5)

(Former course prefix/number MLT 246)

Prerequisite: Chemistry 1411 and Chemistry 1412 with a minimum grade of "C" and acceptance into the Medical Laboratory Technology program. An introduction to the principles and procedures of various tests performed on Clinical Chemistry, including urinalysis and body fluids. Presents the physiological basis for the test, the principle and procedure for the test, and the clinical significance of the test results, including quality control and normal values. Also includes basic chemical laboratory technique, chemical laboratory safety, electrolytes and acid-base balance, proteins, carbohydrates, lipids, enzymes, metabolites, endocrine function, and toxicology. Laboratory fee. (4 Lec., 4 Lab.)

MEDICAL STAFF SERVICES

MEDS 1270 Legal and Ethical Aspects of Health Care (2)

(Former course prefix/number MED 102)

The focus of this course is on the legal processes and ethical aspects affecting health care. Exposure to legal terminology and statutes, as well as ethical decision making is provided. Confidentiality, consent, patient rights, liability and negligence will be covered. (2 Lec.)

MEDS 1370 Medical Staff Services I (3)

(Former course prefix/number MED 100)

This introductory course covers the fundamental concepts, principles and organization of the Medical Staff Office in a health care organization. The role of the office, organization of health care facilities, credentialing of medical staff and allied health practitioners, staff appointments, privilege delineation, monitoring and documenting proctoring, peer review, medical management, and preparing agendas and minutes are covered. (3 Lec.)

MEDS 1371 Medical Staff Services II (3)

(Former course prefix/number MED 101)

Prerequisite: Medical Staff Services 1370. This course is a continuation of Medical Staff Services 1370, covering the process of meeting standards of the Joint Commission on the Accreditation of Health Care Organizations (JCAHO), National Committee for Quality Assurance (NCQA), state licensure laws and other regulatory requirements. (3 Lec.)

MEDS 2270 Performance Improvement (2)

(Former course prefix/number MED 201)

Performance Improvement efforts in health care are the focus of this course. Quality assessment techniques, utilization review, medical staff peer review and risk management are covered. The roles and responsibilities of individuals involved in performance improvement are also included. (2 Lec.)

MEDS 2370 Medical Staff Sciences Directed Study (2)

(Former course prefix/number MED 200)

Prerequisite: All Medical Staff Services courses. This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with learning objectives. Emphasis is on developing organizational and problem-solving skills. Laboratory fee. (1 Lec., 20 Lab.)

MEDICAL TRANSCRIPTION

MEDT 1270 Disease Processes I (2)

(Former course prefix/number MTR 135)

This course includes the study of common human disease conditions, including prevention, etiology, signs and symptoms, diagnostic and treatment modalities and prognosis. Medical references will be used for research and verification. (2 Lec.)

MEDT 1271 Introduction to Medical Word Processing (2)

(Former course prefix/number MTR 137)

Prerequisite: Admission to the Medical Transcription program. This course is designed to introduce students to the concepts of word processing with actual experience in composing, dictating, and producing simulated written communications as used in the medical field. Laboratory fee. (1 Lec., 2 Lab.)

MEDT 1370 Fundamentals of Medical Transcription (3)

(Former course prefix/number MTR 133)

Prerequisite: Admission to the Medical Transcription program and typing skills of 50 words per minute corrected or instructor approval. This course is an introduction to the health care record and medical documentation. Included will be transcription of basic medical dictation utilizing English mechanics and machine transcription skills. Proofreading, editing and accuracy and production will be stressed. Medicolegal and ethics issues will also be covered. Laboratory fee. (2 Lec., 3 Lab.)

MEDT 1470 Medical Terminology (4)

(Former course prefix/number MTR 131)

This course is a study of the basic structure of medical words. Included are prefixes, suffixes, roots, combining forms and plurals. Emphasis is on pronunciation, spelling, and definitions. Exercises in the use of the medical dictionary are included. (4 Lec.)

MEDT 1471 Medical Transcription (4)

(Former course prefix/number MTR 141)

Prerequisite: Admission to the Medical Transcription program and completion of Medical Transcription 1370 and prior course work with a "C" or better or instructor approval. Speed and accuracy in transcription, use of transcribing equipment, and medical-surgical terminology are all included in this course. Practice in completing medical forms, transcribing medical-surgical reports, and handling medical correspondence is emphasized. Laboratory fee. (2 Lec., 6 Lab.)

MEDT 1472 Disease Processes II (4)

(Former course prefix/number MTR 145)

Prerequisite: "C" or better in previous courses and completion of Medical Transcription 1270. This course is a continuation of Medical Transcription 1270. Common human disease conditions will be covered. Included will be prevention, etiology, signs and symptoms, diagnostic and treatment modalities and prognosis. (4 Lec.)

MEDT 7472 Cooperative Work Experience (4)

(Former course prefix/number MTR 714)

Prerequisite: Completion of all Medical Transcription course work with a "C" or concurrent enrollment in Medical Transcription 1471 or coordinator approval. This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives each semester. The seminar will consist of exploration and analysis of the impact of the work environment on the medical transcriptionist. Resources for professional and career development will be included. (1 Lec., 20 Lab.)

MUSIC

(Music [MUSI] and Applied Music [MUAP])

MUSI 1116 Musicianship I (1)

(This is a common course number. Former course prefix/number MUS 161)

Prerequisite: Music 1300 and 1371 or demonstrated competence approved by the instructor. Keyboard skills and aural skills (including sight-singing and ear training) are developed. It is recommended that students enrolled in Music 1311 enroll in this course. (3 Lab.)
(Coordinating Board Academic Approval Number 5009045630)

MUSI 1117 Musicianship II (1)

(This is a common course number. Former course prefix/number MUS 162)

Prerequisite: Music 1116. This course is a continuation of Music 1116. It is recommended that students enrolled in Music 1312 enroll in this course. (3 Lab.)
(Coordinating Board Academic Approval Number 5009045630)

MUSI 1132 Keyboard Ensemble (1)

(This is a common course number. Former course prefix/number MUS 174)

Prerequisite: Demonstrated competence approved by the instructor. A group of keyboard instrumentalists read and perform literature for small ensembles. This course may be repeated for credit. (3 Lab.)
(Coordinating Board Academic Approval Number 5009035630)

MUSI 1137 Guitar Ensemble (1)

(This is a common course number. Former course prefix/number MUS 103)

Music composed and arranged for a guitar ensemble is performed. Works for a guitar and a different instrument or for guitar and a voice are also included. This course may be repeated for credit. (3 Lab.)

(Coordinating Board Academic Approval Number 5009035630)

MUSI 1143 Vocal Ensemble (1)

(This is a common course number. Former course prefix/number MUS 155)

Prerequisite: Demonstrated competence approved by the instructor. Activities include study and performance of specialized choral literature suitable for more advanced students. This course may be repeated for credit. (3 Lab.)

(Coordinating Board Academic Approval Number 5009035730)

MUSI 1151 Chamber Ensemble (1)

(This is a common course number. Former course prefix/number MUS 177)

Prerequisite: Demonstrated competence approved by the instructor. A group of chamber instrumentalists or vocalists read and perform literature for small ensembles. This course may be repeated for credit. (3 Lab.)

(Coordinating Board Academic Approval Number 5009035830)

MUSI 1181 Piano Class I (1)

(This is a common course number. Former course prefix/number MUS 117)

This course is primarily for students with no piano background. It develops basic musicianship and piano skills. This course may be repeated for credit. (2 Lab.)

(Coordinating Board Academic Approval Number 5009075130)

MUSI 1182 Piano Class II (1)

(This is a common course number. Former course prefix/number MUS 118)

Prerequisite: Music 1181 or demonstrated competence approved by the instructor. The study of piano is continued. Included are technique, harmonization, transposition, improvisation, accompanying, sight reading, and performing various styles of repertoire. This course may be repeated for credit. (2 Lab.)

(Coordinating Board Academic Approval Number 5009075130)

MUSI 1183 Voice Class I (1)

(This is a common course number. Former course prefix/number MUS 151)

This course is for non-voice majors. It presents the principles of breathing, voice production, tone control, enunciation, and phrasing in two group lessons a week. This course may be repeated for credit. (2 Lab.)

(Coordinating Board Academic Approval Number 5009085130)

MUSI 1184 Voice Class II (1)

(This is a common course number. Former course prefix/number MUS 152)

This course is a continuation of Music 1183. It is open to all non-voice majors. Emphasis is on solo singing, appearance in studio recital, stage deportment, and personality development. Two group lessons are given a week. This course may be repeated for credit. (2 Lab.)

(Coordinating Board Academic Approval Number 5009085130)

MUSI 1192 Guitar Class I (1)

(This is a common course number. Former course prefix/number MUS 119)

This course is primarily for students with limited knowledge in reading music or playing the guitar. It develops basic guitar skills. This course may be repeated for credit. (2 Lab.)

(Coordinating Board Academic Approval Number 5009035130)

MUSI 1193 Guitar Class II (1)

(This is a common course number. Former course prefix/number MUS 120)

Prerequisite: Music 1192 or demonstrated competence approved by the instructor. This course is a continuation of Music 1192. Emphasis is on classical guitar techniques and music reading skills. This course may be repeated for credit. (2 Lab.)

(Coordinating Board Academic Approval Number 5009035130)

MUSI 1300 Foundations Of Music I (3)

(This is a common course number. Former course prefix/number MUS 113)

This course is the initial course to prepare students with limited music training for Music 1311. It focuses on notation (music reading), musical terminology, analysis, listening to and creating rhythmic and melodic responses. (3 Lec.)

(Coordinating Board Academic Approval Number 5009045430)

MUSI 1304 Foundations Of Music II (3)

(This is a common course number. Former course prefix/number MUS 114)

Prerequisite: Music 1300 or demonstrated competence approved by the instructor. This course prepares students with limited music training for Music 1311 and increases their general music understanding. Emphasis is on rhythmic and melodic training, chord functions, melody, textures, and basic analysis of music. (3 Lec.)

(Coordinating Board Academic Approval Number 5009045430)

MUSI 1306 Music Appreciation (3)

(This is a common course number. Former course prefix/number MUS 104)

The basic elements of music are surveyed and examined in the music literature of western civilization, particularly from the Baroque Period to the present. Cultural influences on the music of each era are observed. (3 Lec.)

(Coordinating Board Academic Approval Number 5009025130)

MUSI 1308 Music Literature (3)

(This is a common course number. Former course prefix/number MUS 110)

The music of recognized composers in the major periods of music history is examined. Topics include the characteristics of sound, elements of music, performance media, and musical texture. Emphasis is on the music of the late Gothic, Renaissance, and Baroque eras. (3 Lec.)

(Coordinating Board Academic Approval Number 5009025230)

MUSI 1309 Music Literature (3)

(This is a common course number. Former course prefix/number MUS 111)

This course is a continuation of Music 1308. The compositional procedures and forms used by composers are studied. Emphasis is on the Classical, Romantic, and Modern periods. (3 Lec.)

(Coordinating Board Academic Approval Number 5009025230)

MUSI 1311 Music Theory I (3)

(This is a common course number. Former course prefix/number MUS 145)

Prerequisite: Music 1300 and 1371 or demonstrated competence approved by the instructor. This course is designed for music majors and minors. Emphasis is on notation, cadences, classification of diatonic triads, scales, and modes. It is recommended that students enrolled in Music 1116 enroll in this course. (3 Lec.)

(Coordinating Board Academic Approval Number 5009045130)

MUSI 1312 Music Theory II (3)

(This is a common course number. Former course prefix/number MUS 146)

Prerequisite: Music 1311 or demonstrated competence approved by the instructor. This course focuses on part-writing and harmonization with triads and their inversions. Also included is a chord vocabulary expanded to include materials from the common practice period as well as contemporary periods. It is recommended that students enrolled in Music 1117 enroll in this course. (3 Lec.)

(Coordinating Board Academic Approval Number 5009045130)

MUSI 1372 Digital Music Production (3)

(Former course prefix/number MUS 153)

Prerequisite: One semester of music theory and keyboard or demonstrated competence approved by the instructor. This course is designed to introduce major/non-major music students to the MIDI technology as an extension of the music theory/keyboard curriculum. Various MIDI devices, computer hardware, and computer software will be explored. This course may be repeated for credit. (2 Lec., 1 Lab.)

(Coordinating Board Academic Approval Number is 5009035630.)

MUSI 1373 Digital Music Production (3)

(Former course prefix/number MUS 154)

Prerequisite: Successful completion of Music 1372 or demonstrated competence approved by the instructor. This course is a continuation of Music 1372 and will present advanced concepts in music production. This course may be repeated for credit. (2 Lec., 1 Lab.)

(Coordinating Board Academic Approval Number is 5009045130.)

MUSI 1386 Composition (3)

(This is a common course number. Former course prefix/number MUS 203)

Prerequisites: Music 1311 and 1312 or demonstrated competence approved by the instructor. This course covers composing in small forms for simple media in a variety of styles. This course may be repeated for credit. (3 Lec.)

(Coordinating Board Academic Approval Number 5009045330)

MUSI 2116 Musicianship III (1)

(This is a common course number. Former course prefix/number MUS 271)

Prerequisite: Music 1116 and 1117 or demonstrated competence approved by the instructor. Keyboard and aural skills (including sight-singing and ear training) are developed. It is recommended that students enrolled in Music 2311 enroll in this course. (3 Lab.)

(Coordinating Board Academic Approval Number 5009045730)

MUSI 2118 Musicianship IV (1)

(This is a common course number. Former course prefix/number MUS 272)

Prerequisite: Music 2116 or demonstrated competence approved by the instructor. This course is a continuation of Music 2116. It is recommended that students enrolled in Music 2312 enroll in this course. (3 Lab.)

(Coordinating Board Academic Approval Number 5009045730)

MUSI 2311 Music Theory III (3)

(This is a common course number. Former course prefix/number MUS 245)

Prerequisite: Music 1311 and 1312 or demonstrated competence approved by the instructor. This course is a continuation of the study of music theory. It includes the materials of modulation, larger forms, and thematic development, and more advanced analysis. It is recommended that students enrolled in Music 2116 enroll in this course. (3 Lec.)

(Coordinating Board Academic Approval Number 5009045230)

MUSI 2312 Music Theory IV (3)

(This is a common course number. Former course prefix/number MUS 246)

Prerequisite: Music 2311 or demonstrated competence approved by the instructor. This course is a continuation of the topics developed in Music 2311. The preceding materials are expanded to include melody, harmony, tonality, and the formal processes of 20th century music. It is recommended that students enrolled in Music 2118 enroll in this course. (3 Lec.)

(Coordinating Board Academic Approval Number 5009045230)

MUSI 9175 Recital (1)

(Former course prefix/number MUS 199)

This is an on-campus concert/seminar series designed to provide a laboratory and listening experience as an extension of classroom music studies. Concerts, seminars and workshops are presented by guest artists and lecturers, faculty members and students. This is a one-hour credit course and may be repeated for credit. (2 Lab.)

MUAP 1101-1181 Applied Music-Minor (1)

This course is open to students enrolled in music theory, ensembles, and other music major and minor courses. It provides private instruction in the student's secondary area and consists of a one-half hour lesson a week. Private music may be repeated for credit. Laboratory fee required. (1 Lec.)

MUAP 1101 Applied Music-Violin (1)

(This is a common course number. Former course prefix/number MUS 124)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 1105 Applied Music-Viola (1)

(This is a common course number. Former course prefix/number MUS 125)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 1109 Applied Music-Cello (1)

(This is a common course number. Former course prefix/number MUS 126)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 1161 Applied Music-Guitar (1)

(This is a common course number. Former course prefix/number MUS 140)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 1165 Applied Music-Organ (1)

(This is a common course number. Former course prefix/number MUS 122)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 1169 Applied Music-Piano (1)

(This is a common course number. Former course prefix/number MUS 121)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 1181 Applied Music-Voice (1)

(This is a common course number. Former course prefix/number MUS 123)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 2201-2281 Applied Music-Concentration (2)

This course is open to students enrolled in music theory, ensembles, or other music major and minor courses. It provides private instruction in the area of the student's concentration and consists of one hour of instruction per week. Private music may be repeated for credit. Laboratory fee required. (1 Lec.)

MUAP 2201 Applied Music-Violin (2)

(This is a common course number. Former course prefix/number MUS 224)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 2205 Applied Music-Viola (2)

(This is a common course number. Former course prefix/number MUS 225)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 2261 Applied Music-Guitar (2)

(This is a common course number. Former course prefix/number MUS 240)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 2265 Applied Music-Organ (2)

(This is a common course number. Former course prefix/number MUS 222)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 2269 Applied Music-Piano (2)

(This is a common course number. Former course prefix/number MUS 221)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 2281 Applied Music-Voice (2)

(This is a common course number. Former course prefix/number MUS 223)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 2301-2381 Applied Music-Major (3)

This course is primarily for music performance majors and is open to students enrolled in music theory, ensembles, or other music major and minor courses. It provides private instruction in the area of the student's major instrument and consists of one hour of instruction per week. This course may be repeated for credit. Laboratory fee. (1 Lec.)

MUAP 2301 Applied Music-Violin (3)

(This is a common course number. Former course prefix/number MUS 254)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 2305 Applied Music-Viola (3)

(This is a common course number. Former course prefix/number MUS 255)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 2361 Applied Music-Guitar (3)

(This is a common course number. Former course prefix/number MUS 270)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 2365 Applied Music-Organ (3)

(This is a common course number. Former course prefix/number MUS 252)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 2369 Applied Music-Piano (3)

(This is a common course number. Former course prefix/number MUS 251)

(Coordinating Board Academic Approval Number 5009035430)

NURSING

NURS 1370 Basic Pharmacology (3)

(Former course prefix/number NUR 101)

Prerequisites: Minimum grade of "C" in Biology 1470 or 2401 and concurrent enrollment in Biology 1472 or 2402. Registered Nurses or Licensed Vocational Nurses may enroll for refresher purposes. This course will be a comprehensive study of pharmacologic agents utilized by nurses and other health care workers. The focus is on the overall classification and pharmacokinetic properties of that classification. Drugs affecting all body systems are included. (3 Lec.)

NURS 1371 Introduction To Pathophysiology (3)

(Former course prefix/number NUR 102)

Prerequisites: Biology 1470 or 2401 and concurrent enrollment in Biology 1472 or 2402. Registered nurses or Licensed Vocational Nurses may enroll for refresher purposes. This course will provide a basic introduction to pathophysiology of disease processes. The focus of the course will include a systems approach to the development of disease, abnormal physiological responses, clinical manifestations, and some treatment modalities. (3 Lec.)

NURS 1570 Transition from Vocational to Professional Nursing (5)

(Former course prefix/number NUR 147)

Prerequisites: Current Texas LVN license, admission to the Associate Degree Nursing Program, and "C" grade or better in Biology 1470 or Biology 2401, Psychology 2301, English 1301, and Mathematics 1314 or Mathematics 1470 equaling a grade point average of 2.5 or better. Additional prerequisites include Biology 1472 or 2402, 2420, Psychology 2314 and Speech Communication 1311 with a minimum grade of "C". Licensed Vocational Nurses will take this course in place of Nursing 1870 and 1971. This course will include assessment of the student's theoretical, attitudinal, and psychomotor skills. Content will focus on the change in role from LVN to RN, communication, application of the nursing process, and maintenance of homeostasis. Specific areas of emphasis include problems of fluid and electrolytes, inflammation/immune response, abnormal cell proliferation, nutrition, pregnancy, birth, the neonate/child, and psychosocial aspects. Upon successful completion of this course, the student will be granted 12 hours of equivalency for Nursing 1870 and 1971. Laboratory fee. (4 Lec., 3 Lab.)

NURS 1870 Introduction to Process and Practice of Nursing (8)

(Former course prefix/number NUR 144)

Prerequisites: Admission to the program and "C" grade or better in Biology 1470 or Biology 2401, Psychology 2301, English 1301 and Mathematics 1314 or Mathematics 1470 equaling a grade point average of 2.5 or better. Concurrent enrollment in Biology 1472 or Biology 2402 and Psychology 2314. This course introduces the nursing process and nursing behaviors appropriate to roles performed in the practice of nursing. Focus is on health promotion/disease prevention, basic pharmacological concepts, caring, ethical/legal aspects, and decision making processes in the care of adults in acute and transitional care settings. Emphasis is on beginning assessment, psychomotor, and communication skills. Content includes applicable competencies in basic workplace skills. Laboratory fee. (4 Lec., 2 Lab., 10 Ext.)

NURS 1971 Family Nursing (9)

(Former course prefix/number NUR 148)

Prerequisites: Minimum grade of "C" in Nursing 1870, Biology 1472 or Biology 2402, and Psychology 2314. Concurrent enrollment in Biology 2420 and Speech Communication 1311. This course utilizes the nursing process to deliver care to individuals and families in varied structured health care settings. Focus is on the unique roles of the nurse in the collaborative management of individuals and families during childbearing and childrearing ages. Students are introduced to the role of the nurse and participate in caring for individuals undergoing selected surgical intervention. Emphasized are aspects of health promotion and health maintenance, nutrition, pharmacologic management, communication, ethical/legal aspects, and course-related psychomotor skills. Clinical experiences provide opportunities for physical and psychosocial assessment of newborns, children and adults. Content includes applicable competencies in basic workplace skills. Laboratory fee. (5 Lec., 2 Lab., 10 Ext.)

NURS 2270 Transition to Professional Nursing (2)

(Former course prefix/number NUR 262)

Prerequisites: Minimum grade of "C" in Nursing 2870 and Nursing 2375. Concurrent enrollment in Nursing 2972 and an approved elective course. This course focuses on leadership and management theories, economics, trends and issues in health care. Emphasis is on ethical/legal aspects of professional nursing roles in health care delivery systems. Content includes applicable competencies in basic workplace skills. (2 Lec.)

NURS 2375 Mental Health Nursing (3)

(Former course prefix/number NUR 260)

Prerequisites: Minimum grade of "C" in Nursing 1971, Biology 2420, and Speech Communication 1311. Concurrent enrollment in Nursing 2870 and in a Humanities course. LVN Option: Minimum of "C" in Nursing 1570. This course introduces the students to nursing care of individuals and families who are experiencing alterations in mental health. Focus is on assessment, communication techniques, and collaborative roles of the nurse in a variety of health settings. Emphasis is on psychopathology of mental disorders as well as promotion of mental health. Students are introduced to a wide range of therapeutic modalities, with an emphasis on pharmacotherapeutic interventions. Content includes applicable competencies in basic workplace skills. Laboratory fee. (2 Lec., 3 Ext.)

NURS 2870 Nursing of Adults With Commonly Occurring Health Problems (8)

(Former course prefix/number NUR 261)

Prerequisites: Minimum grade of "C" in Nursing 1971, Biology 2420, and Speech Communication 1311. Concurrent enrollment in Nursing 2375 and in a Humanities course. LVN Option: Minimum of "C" in Nursing 1570. This course introduces the students to nursing care of adults who are experiencing commonly occurring health problems. Emphasis is on health promotion and the pathophysiology and treatment modalities for a variety of illnesses. Focus is on performance of an adult assessment, pharmacotherapeutic interventions, and the collaborative role of the nurse in the delivery of nursing care. Provision of care in diverse health care settings, work organization, time management, communication techniques, and critical thinking skills will be emphasized. Content includes applicable competencies in course-related psychomotor and basic workplace skills. Laboratory fee. (4 Lec., 12 Ext.)

NURS 2972 Advanced Medical-Surgical Nursing/Synthesis (9)

(Former course prefix/number NUR 263)

Prerequisites: Minimum grade of "C" in Nursing 2870 and Nursing 2375. Concurrent enrollment in Nursing 2270 and an approved elective course. This course focuses on nursing care of individuals who are experiencing acute episodes of illness and/or multi-system failure. Pathophysiology, treatment modalities, and nursing interventions are emphasized. Focus is on integration of critical thinking skills in coordinating care of multiple individuals in collaboration with the health care team. Principles of health promotion and health restoration are addressed. Content includes applicable competencies in course-related psychomotor and basic workplace skills. Laboratory fee. (4 Lec., 15 Ext.)

NUTRITION

NUTR 1322 Principles of Nutrition (3)

(Former course prefix/number NTR 101. Common Course Number is HECO 1322)

This is an introduction to human nutrition. Topics will include classes, sources, and function of nutrients, digestion and absorption, and metabolism with applications to normal and therapeutic nutritional needs. (3 Lec.)

(Coordinating Board Academic Approval Number 1905025133)

OFFICE TECHNOLOGY

OFCT 1170 Contemporary Topics In Office Technology (1)

(Former course prefix/number OFC 143)

Prerequisites: Demonstrated competence approved by the instructor. This course emphasizes current topics of interest in office technology fields. Realistic solutions to problems relevant to the needs of industry are presented. This course may be repeated for credit with different emphasis up to six hours. (1 Lec.)

OFCT 1171 Keyboarding (1)

(Former course prefix/number OFC 176)

This course is for students with no previous training in typing. Alphabetic keys, numeric keys, and symbol keys are covered. Fundamental techniques are refined, and speed is developed. Laboratory fee. (1 Lec., 1 Lab.)

OFCT 1172 Introduction To Word Processing (1)

(Former course prefix/number OFC 182)

Prerequisites: Office Technology 1375 or demonstrated competence approved by the instructor. This course introduces the fundamental techniques required in the operation of word processing software. Basic concepts of electronic storage and retrieval involved in creating, printing, centering, and revising documents are introduced. May be repeated for credit using different software. Laboratory fee. (1 Lec., 1 Lab.)

OFCT 1173 Keyboarding For Speed And Accuracy (1)

(Former course prefix/number OFC 183)

This course provides intensive practice drills for developing speed and accuracy on one-, three-, and five-minute writings. May be taken concurrently with Intermediate Keyboarding or Advanced Keyboarding Applications. May be repeated for credit. Laboratory fee. (1 Lec., 1 Lab.)

OFCT 1175 Office Machines I (1)

(Former course prefix/number OFC 192)

Business mathematical skills needed to operate office calculators are reviewed. Speed and accuracy skills using ten-key touch are developed. Laboratory fee. (1 Lec.)

OFCT 1270 Contemporary Topics In Office Technology (2)

(Former course prefix/number OFC 144)

Prerequisites: Will vary based on topics covered and will be annotated in each semester's class schedule. Current developments in the rapidly changing field of office technology are studied. This course may be repeated for credit when topics vary. (2 Lec.)

OFCT 1271 Office Information Systems Concepts (2)

(Former course prefix/number OFC 179)

Prerequisite: Office Technology 1375. This course introduces information/word processing and describes its effect on traditional office operations. Basic information/word processing principles, concepts, terminology and advantages of word processing systems are introduced. This course does not include the operation of a word processor or microcomputer. (2 Lec.)

OFCT 1370 Contemporary Topics In Office Technology (3)

(Former course prefix/number OFC 145)

Prerequisites: Will vary based on topics covered and will be annotated in each semester's class schedule. Current developments in the rapidly changing field of office technology are studied. This course may be repeated for credit when topics vary. (3 Lec.)

OFCT 1371 Automated Filing Procedures (3)

(Former course prefix/number OFC 150)

Prerequisite: Office Technology 1375 or demonstrated competence approved by the instructor. This course introduces the basic principles and procedures of records storage and control. Topics include records storage methods; procedures for the operation and control of manual and automated storage systems; rules for indexing; and principles for the selection of records equipment and supplies. (2 Lec., 2 Lab.)

OFCT 1372 Office Calculating Machines (3)

(Former course prefix/number OFC 160)

This course focuses on the development of skills in using electronic calculators. Emphasis is on developing the touch system for both speed and accuracy. Business math and business applications are included. Laboratory fee. (3 Lec.)

OFCT 1373 Office Procedures (3)

(Former course prefix/number OFC 162)

Prerequisites: Office Technology 1375 or demonstrated competence approved by the instructor. This course bridges the gap between the basic skills courses and current office practices. Topics include records management, electronic filing, reprographics, mail, telephone usage, financial transactions, and interpersonal relations. (3 Lec.)

OFCT 1374 Legal Terminology And Transcription (3)

(Former course prefix/number OFC 167)

Prerequisites: Office Technology 1376 and Office Technology 1378 or concurrent enrollment or demonstrated competence approved by the instructor. Legal terms are the focus of this course. Included are the spelling and use of legal terms and Latin words and phrases. Intensive practice is provided in building speed and accuracy in the transcription of legal terms. Laboratory fee. (3 Lec.)

OFCT 1375 Beginning Keyboarding (3)

(Former course prefix/number OFC 172)

This course is for students with no previous training in computer keyboarding. Fundamental techniques are developed. The skills of producing manuscripts, business letters, and tabulations are introduced. Laboratory fee. (2 Lec., 3 Lab.)

OFCT 1376 Intermediate Keyboarding (3)

(Former course prefix/number OFC 173)

Prerequisites: Office Technology 1375 or demonstrated competence approved by the instructor. Keyboarding techniques are developed further. Emphasis is on problem-solving. Increasing speed and accuracy in producing business forms, correspondence, and manuscripts are also covered. Laboratory fee. (2 Lec., 3 Lab.)

OFCT 1377 Office Systems and Applications (3)

(Former course prefix/number OFC 101)

Prerequisite: Concurrent enrollment in Office Technology 1375 or demonstrated competence. This course introduces the principles and concepts of office information systems as they relate to today's office worker. Basic concepts and terminology that include the topics of ergonomics, operating systems, hardware, business software, and electronics communications will be presented. Hands-on introduction to application software for business and personal use will also be included. Laboratory fee. (2 Lec., 2 Lab.)

OFCT 1378 Text Processing Transcription (3)

(Former course prefix/number OFC 102)

Prerequisite: Office Technology 1376 or demonstrated competence. This course introduces the basic equipment, techniques, and skills required to transcribe recorded business information into mailable documents. Emphasis is placed on grammar, punctuation, proofreading, and spelling skills required in text processing applications. Accuracy and speed are developed to a proficient level. Composition and dictation of business communications are included. Computers and audio transcription machines are used for lab requirement. Laboratory fee. (2 Lec., 2 Lab.)

OFCT 1379 Word Processing I (3)

(Former course prefix/number OFC 105)

Prerequisite: Office Technology 1375 or demonstrated competence. This introductory course develops word processing skills to a proficient level necessary for employment in an office environment or for personal use. Emphasis is on creating, editing, formatting, and printing documents. May be repeated for credit as software changes. Laboratory fee. (2 Lec., 2 Lab.)

OFCT 1380 Business Software Applications I (3)

(Former course prefix/number OFC 112)

This beginning-level course emphasizes the basic functions of spreadsheet, database, graphics, or communication software required for office employment. May be repeated for credit as software changes. Laboratory fee. (2 Lec., 2 Lab.)

OFCT 2170 Word Processing Applications (1)

(Former course prefix/number OFC 282)

This course is designed for students who have a basic knowledge of word processing. Advanced word processing concepts and machine functions are developed. Special emphasis is placed on producing mailable documents. May be repeated for credit using different emphasis. Laboratory fee. (1 Lec., 1 Lab.)

OFCT 2171 Specialized Software I (1)

(Former course prefix/number OFC 283)

Specialized applications are performed using automated equipment which the student has previously mastered. Applications may include word processing, graphics, math functions, spreadsheets, databases, desktop publishing, and the use of other software packages. Microcomputers will be used in this course. May be repeated for credit using different emphasis/equipment. Laboratory fee. (1 Lec., 1 Lab.)

OFCT 2172 Specialized Software II (1)

(Former course prefix/number OFC 284)

Specialized applications are performed using automated equipment that the student has previously mastered. More advanced applications may include graphics, math functions, spreadsheets, databases, and desktop publishing. This course may be repeated for credit using different emphasis/equipment. (1 Lec., 1 Lab.)

OFCT 2270 Advanced Keyboarding Applications (2)

(Former course prefix/number OFC 273)

Decision-making and production of all types of business materials under timed conditions are emphasized. A continuation of skill development and a review of keyboarding techniques are also stressed. Accuracy at advanced speeds is demanded. Laboratory fee. (1 Lec., 2 Lab.)

OFCT 2370 Business Communications (3)

(Former course prefix/number OFC 231)

Prerequisites: Office Technology 1375 and English 1301 or demonstrated competence approved by the instructor. This practical course includes a study of letter forms, the mechanics of writing and the composition of various types of communications. A critical analysis of the appearance and content of representative business correspondence, proposals, and reports is made. (3 Lec.)

OFCT 2371 Legal Secretarial Procedures (3)

(Former course prefix/number OFC 274)

Prerequisite: Completion of, or concurrent enrollment in, Office Technology 1374, or demonstrated competence approved by the instructor. This course focuses on procedures of the legal secretary. Topics include reminder and filing systems, telephone usage, dictation and correspondence, the preparation of legal documents, and the court system. Client contacts, use of law library, research techniques, timekeeping, billing, bookkeeping, and ethics are also covered. Ways to obtain a position as a legal secretary are described. (3 Lec.)

OFCT 2372 Word Processing II (3)

(Former course prefix/number OFC 205)

This course is designed to develop advanced features to a proficient level of a comprehensive word processing program. Applications and desktop publishing projects requiring critical thinking and decision making as expected in the office environment will be included. May be repeated for credit as software changes. Laboratory fee. (2 Lec., 2 Lab.)

OFCT 2373 Business Software Applications II (3)

(Former course prefix/number OFC 212)

This intermediate-level course expands the usefulness and functions of spreadsheet, database, graphics, or communications software to a proficient level as required for office support personnel. Applications require critical thinking and decision making. May be repeated for credit as software changes. Laboratory fee. (2 Lec., 2 Lab.)

OFCT 2374 Business Software Applications III (3)
(Former course prefix/number OFC 222)

This course covers advanced applications of spreadsheet, database, graphics, or communications software to a proficient level as required for office support personnel. Critical thinking and decision-making skills are required in creating, formatting, editing, and printing documents for the business environment. May be repeated for credit as software changes. Laboratory fee. (2 Lec., 2 Lab.)

OFCT 2375 Medical Office Procedures (3)
(Former course prefix/number OFC 223)

Prerequisite: Associate Degree in Office Technology, Health Information Management 2470 or concurrent enrollment, or demonstrated competence approved by the instructor. This course will incorporate those administrative office skills and competencies needed to support the management and administration of a medical office setting. Topics include medical filing, patient billing, insurance claims, correspondence, scheduling and maintaining appointments and lab services for patients, hospital admissions, surgical and outpatient procedures, doctor's schedules. Laboratory fee. (2 Lec., 2 Lab.)

OFCT 2376 Medical Transcription (3)
(Former course prefix/number OFC 224)

Prerequisite: Associate Degree in Office Technology, Health Information Management 2470 or concurrent enrollment, or demonstrated competence approved by the instructor. This course will incorporate the techniques and skills required to transcribe recorded medical information into mailable documents. Emphasis is placed on grammar, punctuation, medical terminology, proofreading, and spelling required in medical text processing applications. Computers and audio transcription machines are used for lab requirements. Laboratory fee. (2 Lec., 2 Lab.)

OFCT 7371 Cooperative Work Experience (3)
(Former course prefix/number OFC 703)

Prerequisites: Completion of two courses in the Office Technology program or instructor approval. This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives and work experiences. Students must develop new learning objectives each semester. Students must complete three objectives and work a minimum of 15 hours per week for a total of three credit hours. This seminar consists of orientation, setting/writing job objectives, interpersonal skills, career interest/aptitude test and evaluation, time management, career planning, and exit seminar. (1 Lec., 15 Lab.)

OFCT 7372 Cooperative Work Experience (3)
(Former course prefix/number OFC 713)

Prerequisites: Completion of two courses in the Office Technology program or instructor approval. This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives each semester. Students must complete three objectives and work a minimum of 15 hours per week for a total of three credit hours. This seminar consists of orientation, setting/writing job objectives, stress management, Certified Professional Secretary, communication skills, job search, professional image, and exit seminar. (1 Lec., 15 Lab.)

OFCT 7471 Cooperative Work Experience (4)
(Former course prefix/number OFC 704)

Prerequisites: Completion of two courses in the Office Technology program or instructor approval. This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives and work experiences. Students must complete four objectives and work a minimum of 20 hours per week for a total of four credit hours. This seminar consists of orientation, setting/writing job objectives, interpersonal skills, career interest/aptitude test and evaluation, time management, career planning, and exit seminar. (1 Lec., 20 Lab.)

OFCT 7472 Cooperative Work Experience (4)
(Former course prefix/number OFC 714)

Prerequisites: Completion of two courses in the Office Technology program or instructor approval. This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives and work experiences. Students must develop new learning objectives each semester. Students must complete four objectives and work a minimum of 20 hours per week for a total of four credit hours. This seminar consists of orientation, setting/writing job objectives, stress management, Certified Professional Secretary, communication skills, job search, professional image, and exit seminar. (1 Lec., 20 Lab.)

OFCT 8381 Cooperative Work Experience (3)
(Former course prefix/number OFC 803)

This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives and work experiences. Students must develop new learning objectives each semester. Students must complete three objectives and work a minimum of 15 hours per week for a total of three credit hours. This seminar consists of orientation, setting/writing job objectives, and independent study of business topics. (1 Lec., 15 Lab.)

OFCT 8481 Cooperative Work Experience (4)

(Former course prefix/number OFC 804)

This course combines productive work experience with academic study. The student, employer and instructor will develop a written competency-based learning plan with varied learning objectives and work experiences. Students must develop new learning objectives each semester. Students must complete four objectives and work a minimum of 20 hours per week for a total of four credit hours. This seminar consists of orientation, setting/writing job objectives, and independent study of business topics. (1 Lec., 20 Lab.)

OUTBOARD MARINE ENGINE MECHANICS

(See Engine Technology -- Outboard Mechanics)

PARALEGAL

(See Legal Assistant)

PARAMEDIC**EMPT 1170 Paramedic Hospital Internship I (1)**

(Former course prefix/number PAR 108)

Prerequisites: (1) Completion of Texas Department of Health approved Emergency Medical Technician course, or certification by Texas Department of Health or National Registry of EMTs as Emergency Medical Technicians, (2) Current CPR certification, (3) Demonstrated competency in math, reading and anatomy and physiology. (Taken concomitantly with Paramedic 1570 and Paramedic 1571.) This course transitions the student from a Basic Emergency Medical Technician (EMT) into the advanced practice of a paramedic. Advanced assessment, trauma patient management and cardiac patient management will be applied through the emergency department and other clinical experiences. (3 Ext.)

EMPT 1171 Paramedic Hospital Internship II (1)

(Former course prefix/number PAR 109)

Prerequisites: Successful completion of Paramedic 1570, Paramedic 1571 and Paramedic 1170. This course is taken concomitantly with 1670 and Paramedic 1470. This course expands on previous hospital internship experience with special emphasis on medical and special patients in Emergency Departments, Labor and Delivery, Children's Medical Center and other clinical area. (3 Ext.)

EMPT 1470 Paramedic Special Patients (4)

(Former course prefix/number PAR 110)

Prerequisites: Successful completion of Paramedic 1570, Paramedic 1571 and Paramedic 1170. This course teaches assessment and management of pediatric patients, geriatric emergencies, obstetrical and gynecological emergencies as well as behavioral emergencies. Other special patients are also included such as the chronically ill and challenged patients. Completion of Pre-hospital Pediatric Provider course (PPPC) is also included. (3 Lec., 2 Lab.)

EMPT 1570 Paramedic Preparatory and Trauma (5)

(Former course prefix/number PAR 111)

Prerequisites: (1) Completion of Texas Department of Health approved Emergency Medical Technician course, or certification By Texas Department of Health or National Registry of EMTs as Emergency Medical Technicians, (2) Current CPR certification, (3) Demonstrated competency in math, reading and anatomy and physiology. This is the first course of study leading to paramedic certification. The course teaches preparatory material that includes pathological principles, advanced patient assessment, advanced airway management, and fluid therapy and introduction to pharmacology. Additionally, the course includes trauma assessment management and information from the Advanced Basic Trauma Life Support (BTLS) Course. (4 Lec., 2 Lab.)

EMPT 1571 Paramedic Cardiology (5)

(Former course prefix/number PAR 112)

Prerequisites: (1) Completion of Texas Department of Health approved Emergency Medical Technician course, or certification By Texas Department of Health or National Registry of EMTs as Emergency Medical Technicians, (2) Current CPR certification, (3) Demonstrated competency in math, reading and anatomy and physiology. This pre-hospital course includes information on cardiac diseases, cardiovascular pharmacology, and cardiac patient management. In addition, the course includes basic lead II Electrocardiogram interpretation and electrical therapy. (4 Lec., 2 Lab.)

EMPT 1670 Paramedic Medical Emergencies (6)

(Former course prefix/number PAR 113)

Prerequisites: Successful completion of Paramedic 1570, Paramedic 1571, and Paramedic 1170. This course includes assessment and management of the many medical emergencies paramedics respond to, including respiratory, neurological, allergic, gastrointestinal, diabetic, toxicology and other medical emergencies. (3 Lec., 4 Lab., 6 Ext.)

EMPT 2470 Paramedic Completion (4)

(Former course prefix/number PAR 202)

Prerequisites: Successful completion of Paramedic 1570, Paramedic 1571, and Paramedic 1171. This capstone course allows the paramedic student to further explore field related issues including roles and responsibilities, safety, cultural diversity, abuse and assault, and disaster readiness. Hospital experience assists the student in refining assessment and patient management skills and prepare for the course as well as ACLS testing. The paramedic final exam is given at the end of this course. (2 Lec., 2 Lab., 8 Ext.)

EMPT 2571 Paramedic Field Internship (5)

(Former course prefix/number PAR 207)

Prerequisites: Successful completion of Paramedic 2470 and certification by the Texas Department of Health as an Emergency Medical Technician. The field internship course transitions the student to functioning in a team leader capacity on the emergency ambulance. (15 Ext.)

PATTERN DESIGN

All course descriptions in Pattern Design will be revised prior to Fall 1999. Revised curriculum changes can be accessed and viewed on the Dallas County Community College District homepage at [<http://www.dcccd.edu/admiss/cd.htm>] or from an academic advisor beginning June 1, 1999.

PHILOSOPHY

PHIL 1301 Introduction To Philosophy (3)

(This is a common course number. Former course prefix/number PHI 101)

The fundamental problems in philosophy are surveyed. Methods to deal with the problems are discussed. Ancient and modern views are examined as possible solutions. (3 Lec.)

(Coordinating Board Academic Approval Number 3801015135)

PHIL 1370 Critical Thinking (3)

(Former course prefix/number PHI 103)

This course is designed to improve students' critical thinking ability. Students will both analyze and construct arguments. Elementary deductive forms, common fallacies, and inductive reasoning are considered. (3 Lec.)

(Coordinating Board Academic Approval Number 3801015235)

PHIL 2303 Logic (3)

(This is a common course number. Former course prefix/number PHI 105)

The principles of logical thinking are analyzed. The methods and tools of logic are applied to real-life situations. Fallacies, definitions, analogies, syllogisms, Venn diagrams, and other topics are discussed. (3 Lec.)

(Coordinating Board Academic Approval Number 3801015235)

PHIL 2306 Ethics (3)

(This is a common course number. Former course prefix/number PHI 203)

This course surveys the history, theories and issues of moral reasoning and behavior. Practical applications will also be made. (3 Lec.)

(Coordinating Board Academic Approval Number 3801015335)

PHIL 2307 Introduction To Social And Political Philosophy (3)

(This is a common course number. Former course prefix/number PHI 202)

The relationships of philosophical ideas to the community are presented. Emphasis is on concepts of natural rights, justice, education, freedom, and responsibility. (3 Lec.)

(Coordinating Board Academic Approval Number 3801015535)

PHIL 2316 History Of Ancient Philosophy (3)

(This is a common course number. Former course prefix/number PHI 207)

The history of philosophy from pre-Socratic times to the Renaissance is examined. Connections are made between the pre-Socratics, Plato, and Aristotle; Stoicism, Epicureanism, and Scholasticism are considered. (3 Lec.)

(Coordinating Board Academic Approval Number 3801015535)

PHIL 2317 History Of Modern Philosophy (3)

(This is a common course number. Former course prefix/number PHI 208)

The history of philosophy from the Renaissance through the 19th. century is examined. Emphasis is on continental rationalism, British empiricism, Kantian metaphysics and epistemology, and the Hegelian system as it relates to 20th. century philosophies. The historical relationship between these schools of thought is explored. (3 Lec.)

(Coordinating Board Academic Approval Number 3801015535)

PHYSICAL EDUCATION

PHED 1100 Beginning Lifetime Sports Activities (1)

(This is a common course number. Former course prefix/number PEH 100)

Beginning level skills in various lifetime sports are presented as well as rules, etiquette, safety, strategy, offensive and defensive elements, conditioning activities, and physical assessment where appropriate. Physical Education 1100 may be repeated for credit when students select different activities. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1104 Beginning Softball (1)

(This is a common course number. Former course prefix/number PEH 112)

Course content includes the basic playing skills of softball at the beginner level, as well as rules, strategies, safety, offensive and defensive elements, and competitive activities. These common elements will be applied to fast pitch, slow pitch, and coed softball. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1107 Intramural Athletics (1)

(This is a common course number. Former course prefix/number PEH 116)

Intramural competition in a variety of activities is offered for men and women. Individual and team competition are offered. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1112 Folk Dance (1)

(This is a common course number. Former course prefix/number PEH 121)

Participation is provided in a variety of folk dances from other lands. The study of cultural backgrounds and costumes is included. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1115 Social Dance (1)

(This is a common course number. Former course prefix/number PEH 124)

This course is for students who have limited experience in dance. Ballroom and social dancing are offered. Included are fundamental steps and rhythms of the fox-trot, waltz, tango, and recent dances. "Country" dancing includes the two-step, cotton-eyed Joe, square dance, and other dances. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1116 Conditioning Exercise (1)

(This is a common course number. Former course prefix/number PEH 125)

This course focuses on understanding exercise and its effect on the body. Cardiovascular endurance, muscular strength, endurance and flexibility are improved through a variety of conditioning activities. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1117 Beginning Basketball And Volleyball (1)

(This is a common course number. Former course prefix/number PEH 127)

Basic basketball and volleyball skills are taught. Rules, game strategies and competitive activities are included. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1118 Modern Dance (1)

(This is a common course number. Former course prefix/number PEH 129)

This beginning course is designed to emphasize basic dance technique, body alignment and placement, floor work, locomotor patterns, and creative movement. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1119 Beginning Weight Training (1)

(This is a common course number. Former course prefix/number PEH 131)

Instruction in weight training and conditioning techniques are stressed. Emphasis is placed on muscular strength and endurance. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1121 Beginning Jogging (1)

(This is a common course number. Former course prefix/number PEH 133)

Development and improvement of physical fitness through jogging is emphasized. Fitness concepts and jogging skills will be introduced. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1123 Beginning Walking for Fitness (1)

(This is a common course number. Former course prefix/number PEH 135)

This course is designed for the student who desires cardiovascular fitness by means of a low impact method. Maximum physical fitness is achieved by vigorous walking. The heart rate is elevated to the appropriate target zone for peak conditioning. An extensive warm-up and cool down increases joint and muscle flexibility. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1124 Beginning Aerobic Dance (1)

(This is a common course number. Former course prefix/number PEH 137)

This course emphasizes the development of cardiovascular endurance by utilizing choreographed routines which may combine basic dance patterns with walking, jogging, jumping, etc. Individual fitness levels are accommodated by the intensity of the workout. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1130 Intermediate Lifetime Sports Activities (1)

(This is a common course number. Former course prefix/number PEH 200)

Intermediate and intermediate/advanced skills in a variety of lifetime sports are presented. Students participate in a selected sport. Physical Education 1130 may be repeated for credit when students select different activities. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1134 Intermediate Physical Fitness (1)

(This is a common course number. Former course prefix/number PEH 215)

Basic skills and techniques of fitness-related activities are developed beyond the beginner level. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1141 Intermediate Weight Training (1)

(This is a common course number. Former course prefix/number PEH 231)

Skills and instruction in weight training techniques are developed beyond the beginner level. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1143 Intermediate Jogging (1)

(This is a common course number. Former course prefix/number PEH 233)

Improvement of physical fitness through jogging is developed beyond the beginner stage. A higher level of fitness is expected. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1144 Intermediate Walking for Fitness (1)

(This is a common course number. Former course prefix/number PEH 235)

Students participate in a low impact exercise walking program beyond the beginning level. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1145 Intermediate Aerobic Dance (1)

(This is a common course number. Former course prefix/number PEH 237)

This course emphasizes the development of cardiovascular endurance through a combination of walking, jogging, jumping, etc. Individual fitness levels are developed beyond the beginner level. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1164 Physical Fitness (1)

(This is a common course number. Former course prefix/number PEH 115)

Students are introduced to wellness related concepts and activities for the purpose of gaining knowledge and skills necessary to evaluate personal fitness level and to develop a personal lifelong fitness program. Activities include, but are not limited to: aerobics, circuit training, muscular development, flexibility, agility exercises, weight training and body composition. Pre- and Post-fitness assessments included. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3105015128)

PHED 1301 Introduction To Physical Education (3)

(This is a common course number. Former course prefix/number PEH 144)

This course is for students majoring in physical education and is designed for professional orientation in physical education, health, and recreation. The history, philosophy, and modern trends of physical education are surveyed. Topics include teacher qualifications, vocational opportunities, expected competencies, and skill testing. This course does not satisfy the physical education activity course requirement. (3 Lec.)

(Coordinating Board Academic Approval Number 3105015228)

PHED 1304 Health For Today (3)

(This is a common course number. Former course prefix/number PEH 101)

Emphasis is placed on relating course content to lifestyle to foster a better understanding of the major health issues of today. Current issues include, but are not limited to: emotional health, chemical use and abuse, human sexuality, major diseases, physical fitness, nutrition, aging, death and dying. This course does not satisfy the physical education activity course requirement. (3 Lec.)

(Coordinating Board Academic Approval Number 5103015128)

PHED 1306 Advanced First Aid And Emergency Care (3)

(This is a common course number. Former course prefix/number PEH 257)

This course covers the theory and practice in advanced first aid and emergency care. Various aspects of safety education also are included. The course content has been selected from nationally recognized organizations in safety education and first aid. This course does not satisfy the physical education activity course requirement. (3 Lec.)

(Coordinating Board Academic Approval Number 5103015328)

PHYSICS

PHYS 1401 Introductory General Physics (4)

(This is a common course number. Former course prefix/number PHY 111)

Prerequisite: Two years of high school algebra, including trigonometry, or the equivalent. This course is for pre-dental, biology, premedical, pre-pharmacy, and pre-architecture majors and other students who need a two-semester technical course in physics. Mechanics and heat are studied. Laboratory fee. (3 Lec., 3 Lab.) (Coordinating Board Academic Approval Number 4008015339)

PHYS 1402 Introductory General Physics (4)

(This is a common course number. Former course prefix/number PHY 112)

Prerequisite: Physics 1401. This course is a continuation of Physics 1401. Electricity, magnetism, light, and sound are studied. Laboratory fee. (3 Lec., 3 Lab.) (Coordinating Board Academic Approval Number 4008015339)

PHYS 1405 Concepts In Physics (4)

(This is a common course number. Former course prefix/number PHY 117)

This course is for non-science majors. It introduces principles of physics and does not require a mathematical background. Emphasis is on classical mechanics and thermodynamics. Historical developments and their impact on daily life are included. The principle of energy conservation is stressed, and current problems of worldwide energy production are examined. Laboratory fee. (3 Lec., 3 Lab.) (Coordinating Board Academic Approval Number 4008015139)

PHYS 1407 Concepts In Physics (4)

(This is a common course number. Former course prefix/number PHY 118)

This is for non-science majors. It introduces principles of physics and does not require a mathematical background. Emphasis is on modern developments in physics. Topics include acoustics, electricity and magnetism, light and the electromagnetic spectrum, atomic physics, and relativity. Laboratory fee. (3 Lec., 3 Lab.) (Coordinating Board Academic Approval Number 4008015139)

PSYCHOLOGY

PSYC 2301 Introduction To Psychology (3)

(This is a common course number. Former course prefix/number PSY 101)

Prerequisite: Developmental Reading 0093 or meet TASP/Alternative Assessment Standards in Reading. Introduction to Psychology surveys major topics in the study of behavior. Factors which determine and affect behavior are examined. Psychological principles are applied to the human experience. (3 Lec.) (Coordinating Board Academic Approval Number 4201015140)

PSYC 2302 Applied Psychology (3)

(This is a common course number. Former course prefix/number PSY 202)

Prerequisite: TASP/Alternative Assessment passing Reading Standards recommended. Psychological facts and principles are applied to problems and activities of life and will be used to examine basic aspects of human relationships in society. This course will involve the direct application of psychological principles to human relation problems in such areas as business, health occupations, social service agencies, and interpersonal relationships. (3 Lec.)

(Coordinating Board Academic Approval Number 4201015240)

PSYC 2314 Developmental Psychology (3)

(This is a common course number. Former course prefix/number PSY 201)

Prerequisite: TASP/Alternative Assessment passing Reading Standards recommended. This course is a study of human growth, development, and behavior. Emphasis is on psychological changes during life. Processes of life from prenatal beginnings through adulthood and aging are included. (3 Lec.)

(Coordinating Board Academic Approval Number 4207015140)

PSYC 2316 Psychology Of Personality (3)

(This is a common course number. Former course prefix/number PSY 205)

Prerequisite: TASP/Alternative Assessment passing Reading Standards recommended. This course is an introduction to the study of personality. Topics of personality and adjustment will be studied in the context of various personality theories. Emphasis will be on the application of those topics. (3 Lec.)

(Coordinating Board Academic Approval Number 4201015740)

RADIOLOGIC SCIENCES

RADS 1170 Radiation Biology And Protection (1)

(Former course prefix/number RAD 123)

Prerequisites: Minimum of "C" or better in all previous Radiologic Sciences and support courses. This course is designed to introduce the student to the application of radiation-limiting devices and techniques utilized in radiography to protect the public from excessive radiation during radiographic examinations. Discussion will include patient and personnel protective measures, as well as various methods to detect and measure radiation. This course will also provide an introduction to the theory of radiobiology. Discussion will focus on the interaction between ionizing radiation and living tissue, with emphasis on fundamental radiological principles. Cellular, systemic, and total body response to radiation from diagnostic technology, nuclear medicine technology, and radiation therapy will be presented. (1 Lec.)

RADS 1273 Introduction To Radiologic Sciences I (2)

(Former course prefix/number RAD 110)

Prerequisites: Admission to the Radiologic Sciences program, completion of Biology 1470 and Biology 2401 and Mathematics 1314 or Mathematics 1470 with a minimum grade of "C" and concurrent enrollment or previous completion of required semester support courses. This course is designed to introduce the student to the field of Radiologic Technology and Diagnostic Medical Sonography. This course will focus on medical ethics, medical terminology, and history of radiology. An orientation to area medical center Radiology Departments for demonstration and observation of radiologic skills will be included. (2 Lec., 1 Lab.)

RADS 1274 Clinical Practicum I (2)

(Former course prefix/number RAD 124)

Prerequisite: Minimum grade of "C" or better in all previous Radiologic Sciences courses and support courses. Under supervision of faculty and clinical staff, the student will assist, observe, and perform basic diagnostic radiographic procedures in a clinical setting. Students are assigned to an affiliated hospital radiology department. (12 Ext.)

RADS 1275 Clinical Practicum II (2)

(Former course prefix/number RAD 125)

Prerequisite: Minimum grade of "C" or better in all previous Radiologic Sciences and support courses. This course is a continuation of Radiologic Sciences 1274. Students will be assigned to an affiliated hospital radiology department. (20 Ext.)

RADS 1276 Radiographic Exposure II (2)

(Former course prefix/number RAD 126)

Prerequisites: Minimum grade of "C" or better in all previous Radiologic Sciences courses and support courses. This course is a continuation of Radiologic Sciences 1374 with an emphasis on the study of processor quality assurance and quality control, mathematical relationships related to technical information, and various imaging modalities. Laboratory fee. (2 Lec., 1 Lab.)

RADS 1372 Radiographic Positioning And Osteology I (3)

(Former course prefix/number RAD 127)

Prerequisites: Minimum grade of "C" or better in all previous Radiologic Sciences courses and support courses. This course is designed to give the student an introduction to the study of basic routine positioning and osteology of various human structures. Laboratory fee. (2 Lec., 3 Lab.)

RADS 1374 Radiographic Exposure I (3)

(Former course prefix/number RAD 129)

Prerequisites: Minimum grade of "C" or better in all previous Radiologic Sciences and support courses. This course will offer an introduction to radiographic exposure. The course will include basic radiation protection, radiographic quality factors, and conditions influencing technical exposure factors. Laboratory fee. (2 Lec., 2 Lab.)

RADS 1375 Patient Care in Radiography (3)

(Former course prefix/number RAD 136)

Prerequisites: Minimum grade of "C" or better in all previous Radiologic Sciences and support courses. This course will focus on basic patient care skills for Radiologic Sciences students. Demonstration of patient care skills will be presented in the laboratory setting. Principles of Medical Imaging, and continuation of Medical Terminology will be included. (2 Lec., 2 Lab.)

RADS 1376 Radiographic Positioning And Osteology II (3)

(Former course prefix/number RAD 128)

Prerequisite: Minimum grade of "C" or better in all previous Radiologic Sciences and support courses. This course is a continuation of Radiographic Positioning and Osteology I, with emphasis on the positioning and osteology of the thoracic cage, vertebral column, skull, paranasal sinuses, facial bones, and pelvic girdle. Laboratory fee. (2 Lec., 3 Lab.)

RADS 2270 Radiographic Pathology (2)

(Former course prefix/number RAD 209)

Prerequisite: Minimum grade of "C" or better in all previous Radiologic Sciences courses and support courses. This course provides basic foundation in the pathology of human disease processes. Discussion will include the pathogenesis of disease, symptoms, radiographic diagnostic criteria, and prognosis. (2 Lec.)

RADS 2272 Radiographic Equipment and Maintenance (2)

(Former course prefix/number RAD 275)

Prerequisites: Minimum grade of "C" or better in all previous Radiologic Sciences and support courses. The course will include an analysis of the basic principles from applied electrodynamics to the production of x-rays, with emphasis on electrodynamics, diagnostic x-ray tubes, x-ray circuitry and the production and characteristics of radiation. In addition, C. T., Fluoroscopy, and AEC and quality assurance systems will be presented. (2 Lec.)

RADS 2372 Clinical Practicum III (3)

(Former course prefix/number RAD 276)

Prerequisite: Minimum grade of "C" or better in all previous Radiologic Sciences courses and support courses. This course is a continuation of Radiologic Sciences 1275. (24 Ext.)

RADS 2373 Radiographic Exposure III (3)

(Former course prefix/number RAD 277)

Prerequisites: Minimum grade of "C" or better in all previous Radiologic Sciences and support courses. This course is a continuation of Radiologic Exposure II with an emphasis on radiographic qualities of density, contrast, recorded detail and distortion. In addition, the control and limiting of radiation will be emphasized relevant to radiographic grids. (2 Lec., 1 Lab.)

RADS 2374 Radiographic Positioning and Osteology III (3)

(Former course prefix/number RAD 278)

Prerequisites: Minimum grade of "C" or better in all completed Radiologic Sciences and support courses. The focus of this course is to provide the student with the knowledge and skills necessary to perform selected craniofacial procedures, a summary knowledge of routine special studies, and demonstration of continued overall competency. (2 Lec., 2 Lab.)

RADS 2472 Clinical Practicum IV (4)

(Former course prefix/number RAD 279)

Prerequisites: Minimum grade of "C" or better in all previous Radiologic Sciences courses and support courses. This course is a continuation of Clinical Practicum. The student will begin rotation to special areas for introduction to these modalities. Increased proficiency will be evidenced for routine radiographic procedures. (32 Ext.)

RADS 2473 Clinical Practicum V (4)

(Former course prefix/number RAD 280)

Prerequisites: Minimum grade of "C" or better in all previous Radiologic Sciences courses and support courses. This is the final clinical practicum course. Final performance competency will be determined. The course will include a Registry Review and successful completion of a capstone activity is required for graduation. (40 Ext.)

(SONO) See Diagnostic Medical Sonography

READING

READ 1370 College Reading And Study Skills (3)

(Former course prefix/number RD 101)

Comprehension techniques for reading college texts are emphasized. Also included are vocabulary development, critical reading, and rate flexibility. Study skills addressed include listening, note taking, underlining, concentrating, and memory. (3 Lec.)
(Coordinating Board Academic Approval Number 3801015735)

RELIGION

NOTE: These courses carry a Dallas County Community College prefix of "RELI"; however, some can be identified by a common course number for transfer evaluation purposes. Both are listed in the course descriptions.)

RELI 1371 Contemporary Religious Problems (3)

(Former course prefix/number REL 102)

Both classic and recent issues are explored. Such topics as the nature of religion, the existence of God, world religions, mysticism, sexuality and religion, and the interpretation of death are included. This course may be offered with emphasis on a specific topic, such as death and dying. (3 Lec.)
(Coordinating Board Academic Approval Number 3802015335)

RELI 1372 The History And Literature Of The Bible (3)

(Former course prefix/number REL 105)

This course presents a history and literature of both the Hebrew people during the Old Testament period and the Christian movement during the New Testament period with emphasis upon the origins and development of the religious ideas and institutions of the biblical people. (3 Lec.)
(Coordinating Board Academic Approval Number 3802015135)

RESPIRATORY CARE

RESP 1270 Basic Respiratory Pharmacology (2)

(Former course prefix/number RES 173)

Prerequisite: Admission to the Respiratory Care program and minimum grade of "C" in required prerequisite courses. Basic principles and practices of respiratory care pharmacology are presented. Identification, classification, dosage, mode of action, and side effects of drugs administered by the respiratory care practitioner are discussed. Identification of other classifications of drugs which may affect the cardiopulmonary system are also included. (2 Lec.)

RESP 1370 Structure And Function Of The Cardiopulmonary System (3)

(Former course prefix/number RES 159)

Prerequisites: Admission to the Respiratory Care Program and minimum grade of "C" in required prerequisite courses. This course focuses on the normal anatomy and physiology of the cardiopulmonary system. (3 Lec.)

RESP 1470 Technology I (4)

(Former course prefix/number RES 155)

Prerequisites: Admission to the Respiratory Care Program and minimum grade of "C" in required prerequisite courses. Basic respiratory care skills are described, demonstrated, then practiced in the laboratory and hospital setting. Equipment function, maintenance and patient response to therapy are discussed. Therapeutic procedures are generally limited to the noncritical patient. Laboratory fee. (3 Lec., 6 Lab.)

RESP 1471 Basic Respiratory Pathology (4)

(Former course prefix/number RES 172)

Prerequisites: Minimum grade of "C" in all previous Respiratory Care courses and required support courses. This course provides an in-depth study of disease states related to cardiopulmonary function and the application and interpretation of related diagnostic, evaluation, and therapeutic procedures. (4 Lec.)

RESP 1670 Technology II (6)

(Former course prefix/number RES 171)

Prerequisites: Minimum grade of "C" in all previous Respiratory Care courses and required support courses. This course is a continuation of Respiratory Care 1470. Specific details of the design and function of respiratory therapy equipment are discussed. Procedures will be demonstrated and practiced in the laboratory and clinical setting. Laboratory fee. (3 Lec., 20 Lab.)

RESP 1671 Technology III (6)

(Former course prefix/number RES 176)

Prerequisites: Minimum grade of "C" in all previous Respiratory Care courses and required support courses. This course is a continuation of Respiratory Care 1670. The course will focus on management of critical patient procedures. Equipment and procedures utilized in long term mechanical ventilatory support are emphasized. Topics such as patient assessment and complications of continuous mechanical ventilation are discussed. Laboratory fee. (4 Lec., 25 Lab.)

RESP 2170 Pediatric/Neonatal Respiratory Laboratory (1)

(Former course prefix/number RES 286)

Prerequisites: Minimum grade of "C" in all previous Respiratory Care courses and required support courses. This laboratory course presents respiratory care procedures for pediatric and neonatal patients. Mechanical ventilation procedures for pediatric/neonatal patients are introduced. (3 Lab.)

RESP 2370 Advanced Pathology/Pharmacology (3)

(Former course prefix/number RES 275)

Prerequisites: Minimum grade of "C" in all previous Respiratory Care courses and required support courses. This course provides advanced study in assessment and monitoring of patients with cardiopulmonary diseases. The student is introduced to pharmacologic agents not administered by inhalational methods which may affect the cardiopulmonary system. (3 Lec.)

RESP 2371 Pediatric/Neonatal Respiratory Care (3)

(Former course prefix/number RES 285)

Prerequisites: Minimum grade of "C" in all previous Respiratory Care courses and required support courses. This course provides an in-depth study of fetal lung development and cardiopulmonary disorders associated with pediatric and neonatal patients. Theory and application of respiratory care procedures for pediatric and neonatal patients is introduced. (3 Lec.)

RESP 2470 Technology IV (4)

(Former course prefix/number RES 283)

Prerequisite: Minimum grade of "C" in all previous Respiratory Care courses and support courses. This course is a continuation of Respiratory Care 1671. Advanced techniques and procedures used in the critical care setting for adult patients are presented. Laboratory procedures emphasize advanced technology for mechanically ventilated adult patients. In clinical activities, students will practice management of mechanically ventilated adult patients in the critical care environment. Laboratory fee. (1 Lec., 19 Lab.)

RESP 2670 Technology V (6)

(Former course prefix/number RES 284)

Prerequisites: Minimum grade of "C" in all previous Respiratory Care courses and required support courses. This course presents advanced theory and technology available for diagnostic procedures on patients with diseases or conditions which may affect the cardiopulmonary system. In addition, theory and procedure for rehabilitation care on patients with cardiopulmonary diseases is presented. The laboratory emphasizes problem-solving skills for clinical situations. Clinical practice includes specialty rotations in adult critical care, pediatric/neonatal critical care, and rehabilitation care. Laboratory fee. (3 Lec., 20 Lab.)

SOCIOLOGY

SOCI 1301 Introduction To Sociology (3)

(This is a common course number. Former course prefix/number SOC 101)

This course is a sociological study of social behavior and social structures, emphasizing the importance of a knowledge and appreciation of the multi-cultural and multiethnic dimensions of society. Topics include cultural elements such as values, norms, beliefs, language, and roles, as well as group processes, social conflict and social change. (3 Lec.)

(Coordinating Board Academic Approval Number 4511015142)

SOCI 1306 Social Problems (3)

(This is a common course number. Former course prefix/number SOC 102)

This course is a sociological study of social problems which typically include: crime, poverty, minorities, deviance, population, and health care. Specific topics may vary from semester to semester to address contemporary concerns. (3 Lec.)

(Coordinating Board Academic Approval Number 4511015242)

SOCI 2301 Marriage, Family, and Close Relationships (3)

(This is a common course number. Former course prefix/number SOC 203)

Prerequisite: Sociology 1301 recommended. Marriage, choosing of a partner, love and attachment, parenting, communication, conflict and conflict resolution are analyzed. Family forms, relationships, and functions are included. Sociocultural differences in close relationships and family behavior are also included. (3 Lec.)

(Coordinating Board Academic Approval Number 4511015442)

SOCI 2306 Human Sexuality (3)

(This is a common course number. Former course prefix/number SOC 103)

Students may register for either Psychology 2306 or Sociology 2306 but receive credit for only one of the two. Topics include physiological, psychological, and sociological aspects of human sexuality. (3 Lec.)

(Coordinating Board Academic Approval Number 4201015342)

SOCI 2319 Race, Ethnicity and Community (3)

(This is a common course number. Former course prefix/number SOC 204)

This course focuses on cultural, social, and institutional factors affecting relationships within and among ethnic, cultural, and racial groups. Emphasis is on current problems of intergroup relations, social movements, and related social changes, as well as community building and conflict resolution. The historic contributions of the groups may be presented. (3 Lec.)

(Coordinating Board Academic Approval Number 4511015342)

SOCI 2370 Selected Topics (3)

(Former course prefix/number SOC 209)

Prerequisite: Sociology 1301 or demonstrated competence approved by the instructor. An in-depth study of specific contemporary topics in sociology such as popular culture (including sports, religion and mass media), the military as a social institution, education, medicine, ethnographic film, apartheid, deviance or formal organizations. This course may be repeated for credit when topics vary. (3 Lec.)

(Coordinating Board Academic Approval Number 4511015742)

SOCI 2371 Urban Social Problems (3)

(Former course prefix/number SOC 231)

The sociology of social institutions is studied. Topics include urbanization, theories of formation, and the impact of urbanization on the individual. (3 Lec.)

(Coordinating Board Academic Approval Number 4511015742)

SOCI 2389 Applied Sociology Practicum (3)

(This is a common course number. Former course prefix/number SOC 232)

An instructional program designed to integrate on-campus study with practical field experience in sociology. In conjunction with class seminars, the individual student will set specific goals and objectives in the study of human social behavior, and/or social institutions, and in the practice of community service. This course may be repeated for credit when field experience vary. (1 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 4501015142)

SONOGRAPHY

(See Diagnostic Medical Sonography)

SPANISH

SPAN 1100 Spanish Conversation (1)

(Former course prefix/number SPA 107)

Prerequisite: Spanish 1411 or Spanish 1412. The course is a further exploration of the Spanish language. This course consists of creative problem-solving utilizing the basic elements of the Spanish language. This course may be repeated for credit. Laboratory fee. (2 Lab.)

(Coordinating Board Academic Approval Number 1609055431)

SPAN 1311 Beginning Spanish (3)

(This is a common course number.)

This course is an introduction to Spanish speaking, comprehension, reading, writing and grammar. Cultural insights are also presented. Emphasis is on pronunciation, comprehension, and oral expression. It is strongly recommended that students who plan to study Spanish for more than one semester enroll in Spanish 1411 which includes an extra hour of lab per week (and an extra hour of credit for the course). Students who successfully complete Spanish 1311 and wish to continue their studies of Spanish may register for Spanish 1412. Laboratory fee. (3 Lec., 1 Lab.)

(Coordinating Board Academic Approval Number 1609055131)

SPAN 1411 Beginning Spanish (4)

(This is a common course number. Former course prefix/number SPA 101)

The essentials of grammar and easy idiomatic prose are studied. Emphasis is on pronunciation, comprehension, and oral expression. Laboratory fee. (3 Lec., 2 Lab.)

(Coordinating Board Academic Approval Number 1609055131)

SPAN 1412 Beginning Spanish (4)

(This is a common course number. Former course prefix/number SPA 102)

Prerequisite: Spanish 1411 or the equivalent or demonstrated competence approved by the instructor. This course is a continuation of Spanish 1411. Emphasis is on idiomatic language and complicated syntax. Laboratory fee. (3 Lec., 2 Lab.)

(Coordinating Board Academic Approval Number 1609055131)

SPAN 2311 Intermediate Spanish (3)

(This is a common course number. Former course prefix/number SPA 201)

Prerequisite: Spanish 1412 or the equivalent or demonstrated competence approved by the instructor. Reading, composition, and intense oral practice are covered. Grammar is reviewed. (3 Lec.)

(Coordinating Board Academic Approval Number 1609055231)

SPAN 2312 Intermediate Spanish (3)

(This is a common course number. Former course prefix/number SPA 202)

Prerequisite: Spanish 2311 or the equivalent or demonstrated competence approved by the instructor. This course is a continuation of Spanish 2311. Contemporary literature and composition are studied. Grammar is reviewed and expanded. (3 Lec.)

(Coordinating Board Academic Approval Number 1609055231)

SPEECH COMMUNICATION

SPCH 1145 Speech Communication Workshop (1)

(This is a common course number. Former course prefix/number SC 110)

This laboratory course offers students a wide variety of applied speech communication experiences. This course may be repeated four times for credit. (2 Lab.)

(Coordinating Board Academic Approval Number 2310016035)

SPCH 1311 Introduction To Speech Communication (3)

(This is a common course number. Former course prefix/number SC 101)

Theory and practice of speech communication behavior in one-to-one, small group, and public communication situations are introduced. Students learn more about themselves, improve skills in communicating with others, and make formal oral presentations. This course requires college-level skills in reading and writing. (3 Lec.)

(Coordinating Board Academic Approval Number 2310015135)

SPCH 1315 Fundamentals Of Public Speaking (3)

(This is a common course number. Former course prefix/number SC 105)

Public speaking is introduced. Topics include the principles of reasoning, audience analysis, collection of materials, outlining, and delivery. Emphasis is on the oral presentation of well prepared speeches. (3 Lec.)

(Coordinating Board Academic Approval Number 2310015335)

SPCH 1321 Business And Professional Communication (3)

(This is a common course number. Former course prefix/number SC 209)

Theories and skills of speech communication as applied to business and professional situations will be studied. (3 Lec.)

(Coordinating Board Academic Approval Number 2310015235)

SPCH 2341 Performance of Literature (3)

(This is a common course number. Former course prefix/number SC 206)

Various types of literature are examined. Practice is provided in preparing and presenting selections orally. Emphasis is on individual improvement. (3 Lec.)

(Coordinating Board Academic Approval Number 2310015735)

SPCH 2389 Academic Cooperative in Communication (3)

(This is a common course number. Former course prefix/number SC 211)

This instructional program is designed to integrate on-campus study with practical hands-on work experience in Communication. In conjunction with class seminars, the student will set specific goals and objectives in the study of Communication. This course may be repeated for credit. (3 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 2401035230)

SURGICAL TECHNOLOGY

SGTC 1070 Surgical Procedures (10)

(Former course prefix/number SGT 163)

Prerequisites: Successful completion, "C" or better, of all prerequisite and previous semester support and Surgical Technology course work. During this course the student expands the basic principles from Surgical Technology 1870 to include specific patient preparation, medications, instrumentation and complications related to selected surgical procedures. Student participation in the clinical setting is incorporated. Laboratory fee. (6 Lec., 20 Lab.)

SGTC 1170 Seminar (1)

(Former course prefix/number SGT 159)

Prerequisites: Successful completion, "C" or better, of all prerequisite and previous semester support and Surgical Technology course work. Concurrent enrollment in Surgical Technology 1670. This course focuses on issues and special situations a student may face as a surgical technologist. Role transition from student to employee is incorporated. (2 Lec.)

SGTC 1270 Medical Terminology (2)

(Former course prefix/number SGT 145)

Prerequisite: Successful completion, "C" or better, in English 1301, Speech Communication 1311, and Biology 1470. Admission to the Surgical Technology Program or by permission of the Surgical Technology Coordinator. The origin and structure of medical terms are studied. Emphasis is on building a medical vocabulary. (2 Lec.)

SGTC 1271 Surgical Pharmacology (2)

(Former course prefix/number SGT 146)

Prerequisites: Successful completion, "C" or better, in English 1301, Speech Communication 1311, and Biology 1470. Admission to the Surgical Technology program or by permission of the Surgical Technology Coordinator. This course is designed to introduce students to the principles and practices of pharmacology as applied in the surgical setting. Topics include weights and measures, dosages and solutions, common routes of administration, and drug classifications. Precautions and safe practices when handling drugs specific to the operating room are discussed. (2 Lec.)

SGTC 1670 Clinical Procedures (6)

(Former course prefix/number SGT 158)

Prerequisites: Successful completion, "C" or better, of all prerequisite and previous semester support and Surgical Technology course work. Concurrent enrollment in Surgical Technology 1170. The student will gain further expertise in providing patient care in the surgical setting. An effective level of practice and knowledge must be demonstrated by the student in selected surgical procedures. (35 Lab.)

SGTC 1671 Perioperative Nurse Internship I (6)

(Former course prefix/number SGT 161)

Prerequisites: Current R.N. licensure by the Board of Nurse Examiners for the State of Texas, or graduate nurse pending NCLEX-RN examination. This course is designed for the registered nurse or a new graduate desiring perioperative practice. The course is an introduction to the operating room environment. The intraoperative aspect of perioperative nursing is emphasized. The following are presented: basic principles of asepsis; sterilization, preparation and care of surgical supplies and equipment; ethical/legal implications; surgical pharmacology; basic care and the safety of the patient in the operating room. Laboratory fee. (5 Lec., 10 Lab.)

SGTC 1672 Perioperative Nurse Internship II (6)

(Former course prefix/number SGT 162)

Prerequisites: Minimum grade of "C" in Perioperative Nurse Internship I and current licensure by the Board of Nurse Examiners for the State of Texas. In this course the student expands the principles and skills learned in Perioperative Nurse Internship I. Included are: specific patient preparations and care for given surgical procedures; wound healing; complications of anesthesia and surgery; and pre and post-operative visits. The circulating role is emphasized. Laboratory fee. (4 Lec., 20 Lab.)

SGTC 1870 Surgical Techniques (8)

(Former course prefix/number SGT 147)

Prerequisites: Acceptance to the Surgical Technology Program and successful completion, "C" or better, of English 1301, Speech Communication 1311, and Biology 1470. Concurrent enrollment in, or previous successful completion, "C" or better, of Surgical Technology 1270, Surgical Technology 1271, and Biology 1472. This course is an introduction to the operating room and its environment. Basic principles of surgical asepsis; preparation and care of surgical instruments, supplies and equipment; and care and safety of the patient in the operating room are studied. Ethical and legal implications are discussed. Student participation in the clinical setting is incorporated. Laboratory fee. (6 Lec., 10 Lab.)

THEATRE

(See Drama and Dance)

VOCATIONAL NURSING

VNUR 1271 Nursing I-Essentials of Medication Administration (2)

(Former course prefix/number VN 161)

Prerequisite: Admission to the Vocational Nursing Program. This course covers basic math skills needed in nursing including systems of measurement and conversion and calculation. Medication preparation and administration via the oral, parenteral, and topical routes will be included. Successful completion of the Calculation and Conversion Proficiency Exam (CCP) with a score of at least 90% is required for progression. Demonstration of competency in medication administration is also required. Laboratory fee. (1 Lec., 3 Lab.)

VNUR 1371 Medical Surgical I (3)

(Former course prefix/number VN 162)

Prerequisites: Admission to the Vocational Nursing Program. This course emphasizes the application of the nursing process to the care of patients with various medical-surgical problems. Basic assessment and interventions related to common medical-surgical disease processes will be covered. Normal adult growth and development, nutrition, diet therapy for specific disease processes, mental health principles and care of the surgical patient is included. Selected computer simulations with emphasis on application of the nursing process is required. (3 Lec.)

VNUR 1471 Nursing Fundamentals (4)

(Former course prefix/number VN 163)

Prerequisite: Successful completion of Vocational Nursing 1271. Vocational Nursing 1271 provides the basic concepts that serve as the foundation for other nursing courses. It includes an introduction to the health care delivery system, nursing as profession, the nursing process, communication techniques, death and dying, diet therapy, and ethical and legal issues. The course focuses on meeting the basic physical and psychological needs of patients. Nursing skills in the clinical setting and simulated lab situations prepare the student to meet the needs of geriatric and medical-surgical patients. Supervised practice in the administration of oral medications is included. Laboratory fee. (2 Lec., 8 Ext.)

VNUR 1570 Medical Surgical II (5)

(Former course prefix/number VN 164)

Prerequisite: Successful completion of all Level I courses. Concurrent enrollment in Nursing III is required. Continuation of Vocational Nursing 1371. Includes nursing care of patients with emotional disorders and care of complex medical-surgical problems. The nursing process is used as the foundation for the course. (5 Lec.)

VNUR 1571 Nursing III - Medical Surgical Clinical (5)

(Former course prefix/number VN 165)

Prerequisite: Successful completion of all Level I courses. This course builds upon previously acquired skills. The course focuses on the use of the nursing process to deliver care to patients with more complex medical-surgical disease processes. Supervised practice in the administration of oral, parenteral, and topical medications is included. Successful completion of the Calculation and Conversion Proficiency Exam (CCP) is required. Concurrent enrollment in Vocational Nursing 1570 is required. (2 Lab., 24 Ext.)

VNUR 1572 Nursing IV – Maternal/Newborn Nursing (5)

(Former course prefix/number VN 166)

Prerequisite: Successful completion of all Level I and Level II courses. Successful completion of the theory component must be achieved prior to progression to the clinical component. This course focuses on the theory, principles, and nursing skills required to meet the basic needs of obstetrical and newborn patients. Selected clinical and simulated lab situations emphasize application of the nursing process to meet the needs of obstetrical and newborn patients. Laboratory fee. (3 Lec., 6 Ext.)

VNUR 1573 Nursing V – Pediatric/Transition (5)

(Former course prefix/number VN 167)

Prerequisite: Successful completion of all Level I and Level II courses. Successful completion of the theory component must be achieved prior to progression to the clinical component. This course focuses on the theory, principles, and nursing skills required to meet the basic needs of pediatric patients. Selected clinical and simulated lab situations emphasize application of the nursing process to meet the needs of pediatric patients. This course includes preceptorship in selected practice settings to introduce the management and clinical practice roles of the Licensed Vocational Nurse. Laboratory fee. (3 Lec., 8 Ext.)

