

CEDAR VALLEY

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.

AIR CONDITIONING AND REFRIGERATION -- RESIDENTIAL

Cedar Valley, Eastfield, and North Lake only

(Associate Degree, Tech Prep Enhanced Skills Certificate)

Degree Plan Number X41359

This program is designed to train students to meet employment requirements in the field of residential air conditioning. This will include the installation, repair and maintenance of residential air conditioning equipment. Included in this program is the study of residential air conditioners, heat pumps, gas and electric furnaces, humidifiers, and the design of residential air conditioning systems. Throughout the entire program an emphasis is placed on current techniques used by service technicians.

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.

TECH PREP ENHANCED SKILLS CERTIFICATE

This Enhanced Skills Certificate is attached to the Air Conditioning Refrigeration Residential Associate Degree and provides the student advanced skills required by the industry to specialize in Profit Center Management.

PROFIT CENTER MANAGER

Cedar Valley, Eastfield, and North Lake only

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

Degree Plan Number X37339

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.

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.

AIR CONDITIONING AND REFRIGERATION -- RESIDENTIAL TECHNICIAN III

Cedar Valley, Eastfield and North Lake only

(Certificate)

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

Degree Plan Number X51369

*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.*

AUTOMOTIVE CAREER TECHNICIAN

Cedar Valley only

(Associate Degree)

Degree Plan Number 342939

This program prepares the student for full-time employment as an automotive technician. The curriculum is designed to provide the graduate with information, experience and skills needed by technicians. Students are encouraged to take and pass all eight certification tests offered by the National Institute for Automotive Service Excellence while enrolled in the program. Students in this program will be required to participate in cooperative work experience for 12 hours of credit or select ACTT 1375 classes to total 12 hours of credit. Upon successful completion of the required courses the student will receive an associate degree of applied science.

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.

AUTOMOTIVE CAREER TECHNICIAN

Cedar Valley only

(Certificate)

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

Degree Plan Number 352979

This program is designed to provide the student with information, experience and skills needed for a career in the automotive industry. Students are encouraged to take and pass certification tests by the National Institute for Automotive Service Excellence while enrolled in the program. Upon successful completion of the required courses the student will receive a certificate as an automotive technician trainee. Students completing this certificate may choose to continue for the associate degree in the Automotive Career Technician program.

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.

AUTOMOTIVE CAREER TECHNICIAN-- TECHNICIAN I

Cedar Valley only

(Certificate)

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

Degree Plan Number 354019

This program is designed to provide the student with the skills needed by an entry-level technician in the automotive field. Upon completion of this certificate, the student is encouraged to continue in this program to complete the advanced certificate, followed by completing all courses required for an Associate Degree in the Automotive Career Technician program.

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.

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.

COMMERCIAL MUSIC -- ARRANGER/COMPOSER/COPYIST

Cedar Valley only

(Associate Degree)

Degree Plan Number 341249

This program is designed to prepare the student with the writing skills required for arranging and composing for small and large instrumental and vocal groups in all areas of commercial music, i.e., jazz, rock, pop, country/western. Standard manuscript techniques will be emphasized in actual writing assignments.

	CREDIT HOURS
SEMESTER I	
MUSI 1311 Music Theory I	3
MUSI 1116 Musicianship I	1
MUSI 1181 Piano Class I	1
MUSI 1272 Survey of Recording	2
MUSI 1173 Survey of Recording Lab	1
MUSI 1374 Music in America	3
MUSI 9175 Recital	1
MATH 1373 Applied Mathematics	3
+Ensemble	1
++Applied Music	1
	17
SEMESTER II	
MUSI 1312 Music Theory II	3
MUSI 1117 Musicianship II	1
MUSI 1182 Piano Class II	1
MUSI 1377 Business of Music	3
MUSI 9175 Recital	1
COMM 1370 Applied Communications OR	
ENGL 1301 Composition I	3
SPCH 1311 Introduction to Speech	
Communication	3
+Ensemble	1
++Applied Music	1
	17
SEMESTER III	
MUSI 1271 Computerized Music Production I	2
MUSI 1375 Improvisation	3
MUSI 9175 Recital	1
MUSI 2370 Arranging/Orchestration	3
MUSI 2311 Music Theory III	3
+Ensemble	1
++Applied Music	1
	14

SEMESTER IV

MUSI 9175 Recital	1
MUSI 1386 Composition	3
MUSI 2312 Music Theory IV	3
PSYC 2302 Applied Psychology	3
+Ensemble	1
++Applied Music	1
Elective Any Natural Science Course	4
	16

Minimum Hours Required 64

+Ensembles--must be selected from the following:

MUSI 1137 Guitar Ensemble	1
MUSI 2143 Choir	1
MUSI 1143 Vocal Ensemble	1
MUSI 1237 Band	1
MUSI 1133 Woodwind Ensemble	1
MUSI 1134 Brass Ensemble	1
MUSI 1138 Percussion Ensemble	1
MUSI 1132 Keyboard Ensemble	1
MUSI 1140 Symphonic Wind Ensemble	1
MUSI 2237 Lab Band	1
MUSI 1125 Jazz Ensemble	1

++Applied Music courses should be selected from any music course numbered from MUAP 1101 through MUAP 1181 or MUAP 2201 through MUAP 2281.

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.

COMMERCIAL MUSIC -- MUSIC RETAILING

Cedar Valley only

(Associate Degree)

Degree Plan Number 341259

This program is designed to prepare the music major in retaining for the music industry job market. Training is provided in music skills as well as in business, i.e., business of music, salesmanship, small business management. The training is culminated with work experience coordinated through local merchants.

	CREDIT HOURS
SEMESTER I	
MUSI 1311 Music Theory I	3
MUSI 1116 Musicianship I	1
MUSI 1181 Piano Class I	1
MUSI 1377 Business of Music	3
MUSI 9175 Recital	1
BUSI 1301 Introduction to Business	3
COMM 1370 Applied Communications OR	
ENGL 1301 Composition I	3
+Ensemble	1
++Applied Music	1
	17
SEMESTER II	
MUSI 1312 Music Theory II	3
MUSI 1117 Musicianship II	1
MUSI 1182 Piano Class II	1
MUSI 9175 Recital	1
MRKT 1370 Principles of Retailing	3
MATH 1371 Business Mathematics	3
SPCH 1311 Introduction to Speech	
Communication	3
+Ensemble	1
++Applied Music	1
	17
SEMESTER III	
MUSI 1272 Survey of Recording	2
MUSI 1173 Survey of Recording Laboratory	1
MUSI 9175 Recital	1
MUSI 7371 Cooperative Work Experience	3
MRKT 2373 Salesmanship	3
PSYC 2302 Applied Psychology	3
++Applied Music	1
	14

SEMESTER IV

MUSI 1271	Computerized Music Production I	2
MUSI 9175	Recital	1
MUSI 7372	Cooperative Work Experience	3
ACCT 2301	Principles of Accounting I OR	3
ACCT 2401	Principles of Accounting I	(4)
MGMT 1372	Small Business Management	3
++Applied Music	1
Elective	Any Natural Science Course	4
		17-18

Minimum Hours Required65

+Ensembles--must be selected from the following:

MUSI	1137	Guitar Ensemble	1
MUSI	2143	Choir	1
MUSI	1143	Vocal Ensemble	1
MUSI	1237	Band	1
MUSI	1133	Woodwind Ensemble	1
MUSI	1134	Brass Ensemble	1
MUSI	1138	Percussion Ensemble	1
MUSI	1132	Keyboard Ensemble	1
MUSI	1140	Symphonic Wind Ensemble	1
MUSI	2237	Lab Band	1
MUSI	1125	Jazz Ensemble	1

++Applied Music courses should be selected from any music course numbered from MUAP 1101 through MUAP 1181 or MUAP 2201 through MUAP 2281.

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.

COMMERCIAL MUSIC -- MUSIC RETAILING CERTIFICATE

Cedar Valley only

(Certificate)

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

Degree Plan Number 351269

This program is designed to prepare the music major in retailing for the music industry job market. Training is provided in music skills as well as in business, i.e., business of music, salesmanship, retailing techniques.

	CREDIT HOURS
SEMESTER I	
MUSI 1300 Fundamentals of Music I	3
MUSI 1181 Piano Class I	1
MUSI 1377 Business of Music	3
MUSI 9175 Recital	1
COMM 1370 Applied Communications OR	
ENGL 1301 Composition I	3
BUSI 1301 Introduction to Business	3
+Ensemble	1
++Applied Music	1
	16
SEMESTER II	
MUSI 1271 Computerized Music Production I	2
MUSI 9175 Recital	1
SPCH 1311 Introduction to Speech	
Communication	3
MATH 1371 Business Mathematics	3
MRKT 1370 Principles of Retailing	3
MRKT 2373 Salesmanship	3
+Ensemble	1
++Applied Music	1
	17
Minimum Hours Required	33

+Ensembles--must be selected from the following:

MUSI	1137	Guitar Ensemble	1
MUSI	2143	Choir	1
MUSI	1143	Vocal Ensemble	1
MUSI	1237	Band	1
MUSI	1133	Woodwind Ensemble	1
MUSI	1134	Brass Ensemble	1
MUSI	1138	Percussion Ensemble	1
MUSI	1132	Keyboard Ensemble	1
MUSI	1140	Symphonic Wind Ensemble	1
MUSI	2237	Lab Band	1
MUSI	1125	Jazz Ensemble	1

++Applied music courses should be selected from any music course numbered from MUAP 1169 through MUAP 1158 or MUAP 2269 through MUAP 2258.

COMMERCIAL MUSIC -- PERFORMING MUSICIAN

Cedar Valley only

(Associate Degree)

Degree Plan Number 341239

This program is designed to prepare the instrumental and vocal student for performances in commercial music, i.e., jazz, rock, pop, country/western. This training will include work in performance techniques, styles, solo and ensemble work, repertoire for small and large groups, and actual performances.

	CREDIT HOURS
SEMESTER I	
MUSI 1311 Music Theory I	3
MUSI 1116 Musicianship I	1
MUSI 1181 Piano Class I	1
MUSI 1272 Survey of Recording	2
MUSI 1173 Survey of Recording Lab	1
MUSI 9175 Recital	1
MATH 1373 Applied Mathematics	3
SPCH 1311 Introduction to Speech Communication	3
+Ensemble	1
++Applied Music	1-2
	17-18
SEMESTER II	
MUSI 1312 Music Theory II	3
MUSI 1117 Musicianship II	1
MUSI 1182 Piano Class II	1
MUSI 1377 Business of Music	3
MUSI 9175 Recital	1
COMM 1370 Applied Communications OR ENGL 1301 Composition I	3
+Ensemble	1
++Applied Music	1-2
	14-15
SEMESTER III	
MUSI 1271 Computerized Music Production I	2
MUSI 1374 Music in America	3
MUSI 1375 Improvisation	3
MUSI 9175 Recital	1
MUSI 2370 Arranging/Orchestration	3
MUSI 2371 Independent Study OR MUSI 7371 Cooperative Work Experience	3
+Ensemble	1
++Applied Music	1-2
	17-18

SEMESTER IV

MUSI 9175 Recital	1
MUSI 1376 Jazz Workshop	3
MUSI 7372 Cooperative Work Experience	3
PSYC 2302 Applied Psychology	3
+Ensemble	1
++Applied Music	1-2
Elective Any Natural Science Course	4
	16-17

Minimum Hours Required64

+Ensembles--must be selected from the following:

MUSI 1137 Guitar Ensemble	1
MUSI 2143 Choir	1
MUSI 1143 Vocal Ensemble	1
MUSI 1237 Band	1
MUSI 1133 Woodwind Ensemble	1
MUSI 1134 Brass Ensemble	1
MUSI 1138 Percussion Ensemble	1
MUSI 1132 Keyboard Ensemble	1
MUSI 1140 Symphonic Wind Ensemble	1
MUSI 2237 Lab Band	1
MUSI 1125 Jazz Ensemble	1

++Applied Music courses should be selected from any music course numbered from MUAP 1101 through MUAP 1181 or MUAP 2201 through MUAP 2281.

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.

COMMERCIAL MUSIC -- RECORDING TECHNOLOGY

Cedar Valley only

(Associate Degree)

Degree Plan Number 341909

This program is designed to prepare commercial musicians with additional skills in the field of recording technology. In addition to preparing the student in vocal or instrumental commercial music techniques, training is provided in the basic console recording skills such as microphone selection and placement, mix down techniques, master tape production, studio techniques, trouble-shooting, and session procedures. Emphasis is placed on the specific needs of the commercial musician in the field of recording.

	CREDIT HOURS
SEMESTER I	
MUSI 1311 Music Theory I	3
MUSI 1116 Musicianship I	1
MUSI 1181 Piano Class I	1
MUSI 1272 Survey of Recording	2
MUSI 1173 Survey of Recording Laboratory	1
MUSI 9175 Recital	1
MATH 1373 Applied Mathematics	3
SPCH 1311 Introduction to Speech Communication	3
+Ensemble	1
++Applied Music	1
	17

SEMESTER II	
MUSI 1312 Music Theory II	3
MUSI 1117 Musicianship II	1
MUSI 1182 Piano Class II	1
MUSI 1270 Audio Production for Voice	2
MUSI 1273 Studio Technology	2
MUSI 1174 Studio Technology Laboratory	1
MUSI 9175 Recital	1
COMM 1370 Applied Communications OR ENGL 1301 Composition I	3
+Ensemble	1
++Applied Music	1
	16

SEMESTER III	
MUSI 1271 Computerized Music Production I	2
MUSI 1374 Music in America	3
MUSI 1377 Business of Music	3
MUSI 9175 Recital	1
MUSI 2371 Independent Study OR MUSI 7371 Cooperative Work Experience	3
MUSI 2372 Recording Studio Practices	3
+Ensemble	1
++Applied Music	1
	17

SEMESTER IV	
MUSI 9175 Recital	1
MUSI 2371 Independent Study OR MUSI 7372 Cooperative Work Experience	3
MUSI 2373 Studio Production	3
PSYC 52302 Applied Psychology	3
+Ensemble	1
++Applied Music	1
Elective Any Natural Science Course	4
	16

Minimum Hours Required66

Ensembles--must be selected from the following:

MUSI 1137 Guitar Ensemble	1
MUSI 2143 Choir	1
MUSI 1143 Vocal Ensemble	1
MUSI 1237 Band	1
MUSI 1133 Woodwind Ensemble	1
MUSI 1134 Brass Ensemble	1
MUSI 1138 Percussion Ensemble	1
MUSI 1132 Keyboard Ensemble	1
MUSI 1140 Symphonic Wind Ensemble	1
MUSI 2237 Lab Band	1
MUSI 1125 Jazz Ensemble	1

++Applied Music -courses should be selected from any music course numbered from MUAP 1101 through MUAP 1181 or MUAP 2201 through MUAP 2281.

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.

COMMERCIAL MUSIC -- RECORDING TECHNOLOGY CERTIFICATE

Cedar Valley only

(Certificate -- Accelerated Program)

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

Degree Plan Number 351899

This program is designed to prepare commercial musicians with additional skills in the field of recording technology. In addition to preparing the student in vocal or instrumental commercial music techniques, training is provided in the basic console recording skills such as microphone selection and placement, mix down techniques, master tape production, studio techniques, trouble-shooting, and session procedures. Emphasis is placed on the specific needs of the commercial musician in the field of recording.

	CREDIT HOURS
SEMESTER I	
MUSI 1300 Fundamentals of Music I	3
MUSI 1272 Survey of Recording	2
MUSI 1173 Survey of Recording Laboratory	1
MUSI 1374 Music in America	3
MUSI 9175 Recital	1
MATH 1373 Applied Mathematics	3
	13
SEMESTER II	
MUSI 1377 Business of Music	3
MUSI 1273 Studio Technology	2
MUSI 1174 Studio Technology Laboratory	1
MUSI 9175 Recital	1
COMM 1370 Applied Communications OR	
ENGL 1301 Composition I	3
MUSI 1270 Audio Production for Voice	2
+Elective	1
	13
SEMESTER III	
MUSI 2372 Recording Studio Practices	3
	3
SEMESTER IV	
MUSI 2373 Studio Production	3
	3
Minimum Hours Required	32

+Elective must be selected from any music course.

COMMERCIAL MUSIC -- RECORDING TECHNOLOGY CERTIFICATE

Cedar Valley only

(Certificate -- Balanced Semester Program)

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

Degree Plan Number 351899

This program is designed to prepare commercial musicians with additional skills in the field of recording technology. In addition to preparing the student in vocal or instrumental commercial music techniques, training is provided in the basic console recording skills such as microphone selection and placement, mix down techniques, master tape production, studio techniques, trouble-shooting, and session procedures. Emphasis is placed on the specific needs of the commercial musician in the field of recording.

	CREDIT HOURS
SEMESTER I	
MUSI 1272 Survey of Recording	2
MUSI 1173 Survey of Recording Laboratory	1
MUSI 9175 Recital	1
MATH 1373 Applied Mathematics	3
	7
SEMESTER II	
MUSI 1300 Fundamentals of Music I	3
MUSI 1273 Studio Technology	2
MUSI 1174 Studio Technology Laboratory	1
MUSI 9175 Recital	1
MUSI 1270 Audio Production for Voice	2
	9
SEMESTER III	
MUSI 1374 Music in America	3
MUSI 2372 Recording Studio Practices	3
COMM 1370 Applied Communications OR	
ENGL 1301 Composition I	3
	9
SEMESTER IV	
MUSI 1377 Business of Music	3
MUSI 2373 Studio Production	3
+Elective	1
	7
Minimum Hours Required	32

+Elective must be selected from any music course.

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 Required63

+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.

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.

ENGINE TECHNOLOGY-- MOTORCYCLE MECHANICS

Cedar Valley only

(Certificate)

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

Degree Plan Number 351329

This program is designed to train students to meet entry level requirements in the field of motorcycle mechanics. This will include diagnosis, repair, and maintenance of foreign and domestic motorcycles. Included in this program is the study of carburetion, ignition, and electrical systems, engine overhaul and tune-up, and motorcycle chassis. Throughout the entire program an emphasis is placed on the latest factory recommended techniques.

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.

ENGINE TECHNOLOGY-- MOTORCYCLE MECHANICS

Cedar Valley only

(Skills Achievement Award I)

Degree Plan Number 337189

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.

ENGINE TECHNOLOGY-- MOTORCYCLE MECHANICS

Cedar Valley only

(Skills Achievement Award II)

Degree Plan Number 337199

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.

ENGINE TECHNOLOGY--OUTBOARD MECHANICS

Cedar Valley only

(Certificate)

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

Degree Plan Number 351349

This program is designed to train students to meet entry level requirements in the field of outboard marine engine mechanics. This will include theory, diagnosis, repair, overhaul and maintenance of outboard marine engines. Included in this program is the study of outboard marine engine fuel, electrical and ignition systems, engine overhaul and tune-up, and lower units. Throughout the entire program an emphasis is placed on accepted shop techniques used throughout the outboard marine engine service industry.

Since not all courses in this program are transferable, students enrolling in this program who may plan to transfer to a four-year institution should consult with an advisor or counselor regarding transfer requirements.

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.

ENGINE TECHNOLOGY--OUTBOARD MECHANICS

Cedar Valley only

(Skills Achievement Award I)

Degree Plan Number 337209

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.

ENGINE TECHNOLOGY--OUTBOARD MECHANICS

Cedar Valley only

(Skills Achievement Award II)

Degree Plan Number 337219

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.

ENGINE TECHNOLOGY--SMALL ENGINE MECHANICS

Cedar Valley only

(Certificate)

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

Degree Plan Number 351389

This program is designed to train students to meet entry level requirements in the field of small engine mechanics. This will include theory, diagnosis, repair, overhaul and maintenance of small engines used on lawn mowers, garden tractors, and other small equipment. Included in this program is the study of small engine carburetion and electrical systems, engine overhaul and tune-up, and belt, chain, and direct drive power systems. Throughout the entire program an emphasis is placed on accepted shop techniques used throughout the small engine powered equipment industry.

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.

ENGINE TECHNOLOGY--SMALL ENGINE MECHANICS

Cedar Valley only

(Skills Achievement Award I)

Degree Plan Number 337229

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.

ENGINE TECHNOLOGY--SMALL ENGINE MECHANICS

Cedar Valley only

(Skills Achievement Award II)

Degree Plan Number 337239

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.

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] 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] or from an academic advisor beginning June 1, 1999.

MARKETING CAREERS -- BUSINESS MARKETING

Brookhaven and Cedar Valley only

(Associate Degree, Tech Prep Enhanced Skills Certificate)

Degree Plan Number X44009

The Business Marketing program provides an opportunity for students to acquire knowledge and training for careers in sales and marketing. In addition to a broad program of study encompassing all phases of marketing, students apply what is learned in the classroom to real-life situations in the business sector. Cooperative work experience provides students with the necessary skills to become competent in the industry.

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.

TECH PREP ENHANCED SKILLS CERTIFICATE

This Enhanced Skills Certificate is attached to the Marketing Careers--Business Marketing Associate Degree and provides the student advanced skills required by the industry to specialize in Department Management.

DEPARTMENT MANAGER

Brookhaven and Cedar Valley only

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

Degree Plan Number X37459

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.

This is a Tech Prep program. Students interested in pursuing a 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.

MARKETING CAREERS -- CUSTOMER SERVICE REPRESENTATIVE

Brookhaven and Cedar Valley only

(Certificate)

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

Degree Plan Number X53999

This certificate program is designed to prepare students
for marketing career opportunities in all areas of
customer service.

*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.*

MARKETING CAREERS -- FASHION MARKETING

Brookhaven and Cedar Valley only

(Associate Degree, Tech Prep Enhanced Skills Certificate)

Degree Plan Number X42349

This two-year program is designed for those interested in careers related to fashion wholesaling and retailing. Students explore merchandising, buying, textiles, display, advertising and computer applications in the fashion industry. Emphasis is placed on cooperative work experience which gives the student necessary preparation and experience needed for an entry-level position.

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.

TECH PREP ENHANCED SKILLS CERTIFICATE

This Enhanced Skills Certificate is attached to the Marketing Careers--Fashion Marketing Associate Degree and provides the student advanced skills required by the industry to specialize in Department Management.

DEPARTMENT MANAGER

Brookhaven and Cedar Valley only

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

Degree Plan Number X37469

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.

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.

MARKETING CAREERS -- FASHION MARKETING -- RETAIL SALES ASSOCIATE

Brookhaven and Cedar Valley only

(Certificate)

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

Degree Plan Number X53519

This program is designed to prepare students for entry-level employment in retail sales in the fashion industry.

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.

MARKETING CAREERS -- FASHION MARKETING -- SHOWROOM MANAGER

Brookhaven and Cedar Valley only

(Certificate)

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

Degree Plan Number X53529

This certificate program is designed to prepare students for career opportunities in the wholesale field of fashion marketing.

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.

MARKETING CAREERS -- FASHION MARKETING -- VISUAL MERCHANDISING ASSISTANT

Brookhaven and Cedar Valley only

(Certificate)

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

Degree Plan Number X53539

This certificate program is designed to prepare students for career opportunities in visual merchandising in either the specialty or department store chain.

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.

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
<hr/>		
SEMESTER I		
OFCT 2375	Medical Office Procedures	3
OFCT 2376	Medical Transcription	3
HIMT 2470	Medical Terminology	4
HIMT 2370	Medical Records	3
		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 -- OFFICE ASSISTANT

Brookhaven only

(Skills Achievement Award)

Degree Plan Number 237509

This one-semester achievement program will prepare you with up-to-date office skills that will enable you to become more marketable in today's competitive job market. This achievement program is for administrative clerks, receptionists, and secretaries, or anyone who wants to upgrade their job skills. In just four months, get quality hands-on computer and word processing training and learn how to apply current office procedures. Upon completion, you will have earned 13 college credits.

	CREDIT HOURS
SEMESTER I	
OFCT 1175 Office Machines I	1
OFCT 1373 Office Procedures	3
OFCT 1375 Beginning Keyboarding	3
OFCT 1377 Office Systems and Applications	3
OFCT 1379 Word Processing I	3
	13
Minimum Hours Required	13

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.

REAL ESTATE

Cedar Valley, North Lake and Richland only

(Associate Degree)

Degree Plan Number X40889

The program in real estate is designed to develop the fundamental skills, attitudes and experiences which enable the student to function in decision-making positions in the real estate profession. Successful completion of the program leads to the Associate in Applied Sciences Degree and may be applied toward licensing requirements as determined by the Texas Real Estate Commission.

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.

REAL ESTATE

Cedar Valley, North Lake and Richland only

(Certificate)

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

Degree Plan Number X44359

This 15-hour Certificate program develops the basic skills for a real estate salesperson. Three of the five courses are required by the Texas Real Estate Commission for licensure.

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.

VETERINARY TECHNOLOGY

Cedar Valley only

(Associate Degree)

Degree Plan Number 340599

This program is designed to help meet the need for graduate veterinary technicians as indicated by the American Veterinary Medical Association. The graduate serves primarily as an assistant to veterinarians in private practice, functions in biological research or serves to meet the needs of allied health industries.

The Veterinary Technology curriculum is designed to provide the graduate with information, experience and skills needed to perform all technical duties in a practice, excluding diagnosis, prescribing and surgery. The Veterinary Technology program is accredited by the Committee on Animal Technician Activities and Training of the American Veterinary Medical Association and graduates are qualified to take the Texas Veterinary Medical Association Examination to become a Registered Veterinary Technician (RVT).

Admission to the Veterinary Technology program is limited and applicants should be assessed and advised prior to enrolling in the program. Students are encouraged to have a good academic background in English, mathematics, and the biological sciences.

	CREDIT HOURS
PREREQUISITES	
BIOL 1406	Introductory Biology4
ENGL 1301	Composition I3
MATH 1373	Applied Mathematics3
SPCH 1311	Introduction to Speech Communication3
	13

SEMESTER I

VETT 1170	Medical Terminology1
VETT 1470	Introduction to Veterinary Technology4
VETT 1472	Veterinary Anatomy and Physiology I4
OFCT 1370	Contemporary Topics in Office Technology3
	12

SEMESTER II

VETT 1171	Animal Care and Sanitation I1
VETT 1270	Animal Behavior2
VETT 1473	Veterinary Anatomy and Physiology II4
PSYC 2302	Applied Psychology3
+Elective	Humanities/Fine Arts3-4
	13-14

SUMMER SESSION

VETT 1370	Pharmacology3
VETT 1172	Animal Care and Sanitation II1
VETT 1570	Clinical Pathology I5
	9

SEMESTER III

VETT 2470	Anesthetics and Surgical Assistance4
VETT 2471	Large Animal Assisting Techniques4
VETT 2570	Clinical Pathology II5
VETT 2170	Animal Care and Sanitation III1
	14

SEMESTER IV

VETT 2171	Animal Care and Sanitation IV1
VETT 2371	Radiographic Principles and Practices3
VETT 2472	Veterinary Nursing4
VETT 2372	Laboratory Animal Medicine3
Elective	Any Non-VETT Course3
	14

SUMMER SESSION

VETT 7371	Cooperative Work Experience3
	3

Minimum Hours Required 78-79

+Electives--must be selected from the following:

ARTS	1301	Art Appreciation3
ENGL		2000-Level Literature3
Foreign Language or American Sign Language	4
HUMA	1301	Introduction to Humanities3
MUSI	1306	Music Appreciation3
PHIL	1301	Introduction to Philosophy3
DRAM	1310	Introduction to Theater3

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

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 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 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.

AIR CONDITIONING AND REFRIGERATION

(See Heating, Ventilation and Air Conditioning)

ANTHROPOLOGY

ANTH 1370 American Indian Culture (3)

(Former course prefix/number ANT 104)

Native Americans are studied from three perspectives: Native American history and prehistory; traditional Indian cultures; and native Americans today. The latter theme stresses current topics such as discrimination, poverty, employment, reservations, The Bureau of Indian Affairs, self-determination, health care, etc. (3 Lec.)

(Coordinating Board Academic Approval Number 4511015342)

ANTH 2302 Introduction To Archeology (3)

(This is a common course number. Former course prefix/number ANT 231)

This course is an anthropological approach to archeology. Topics include an introduction to the study of humanity's past. How archeologist retrieve, process, analyze and interpret surviving prehistoric materials is covered, as well as a survey of world prehistory through Neolithic times. (3 Lec.)

(Coordinating Board Academic Approval Number 4503015142)

ANTH 2346 Introduction To Anthropology (3)

(This is a common course number. Former course prefix/number ANT 100)

This course surveys the origin of mankind involving the processes of physical and cultural evolution, ancient man, and preliterate man. Attention is centered on fossil evidence, physiology and family/group roles and status. (3 Lec.)

(Coordinating Board Academic Approval Number 4502015142)

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.

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 2311 Design III (3)

(This is a common course number. Former course prefix/number ART 227)

Prerequisites: Arts 1311, Arts 1312, Arts 1316, and Arts 1317 are recommended for Art Majors. This course is a development of two- and three-dimensional projects in a variety of materials. Emphasis is on individual expression. Laboratory fee. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 5004015330)

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 2317 Painting II (3)

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

Prerequisite: Arts 2316. This course continues Arts 2316. Emphasis is on individual expression. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 5007085230)

ARTS 2323 Drawing III (3)

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

Prerequisites: Arts 1317, Arts 1311, Arts 1312 and Arts 1316 are recommended for Art Majors. This course covers the analytic and expressive drawing of the human figure. Movement and volume are stressed. Laboratory fee. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 5007055330)

ARTS 2324 Drawing IV (3)

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

Prerequisites: Arts 2323, sophomore standing, or demonstrated competence approved by the instructor. This course continues Arts 2323. Emphasis is on individual expression. Laboratory fee. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 5007055330)

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 2327 Sculpture II (3)

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

Prerequisite: Arts 2326. This course continues Arts 2326. Emphasis is on individual expression. 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 2334 Printmaking II (3)

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

Prerequisite: Arts 2333. This course is a continuation of Printmaking I. Laboratory fee. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 5007105130)

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 2347 Ceramics II (3)

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

Prerequisite: Arts 2346 or demonstrated competence approved by the instructor. Glaze technology is studied. Advanced problems in the creation of artistic and practical ceramic ware. Laboratory fee. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 5007115130)

ARTS 2356 Photography I (3)

(Former course prefix/number ART 118)

Prerequisites: Arts 1311, Arts 1312, Arts 1316, and Arts 1317 are recommended for Art Majors. Creative use of the camera is studied. Photosensitive materials are examined as a means of making expressive graphic images. Emphasis is on black and white processing and printing techniques. Laboratory fee. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 5006055130)

ARTS 2357 Photography II (3)

(Former course prefix/number ART 119)

Prerequisite: Arts 2356. This course is a continuation of Arts 1370. Emphasis is on individual expression. Laboratory fee. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 5006055230)

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)

ARTS 2367 Watercolor II (3)

(This is a common course number. Former course prefix/number ART 218)

Prerequisite: Arts 2366. This course continues the development of skills in water base media. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 5007085330)

ARTS 2370 Art History (3)

(Former course prefix/number ART 203)

Prerequisites: Arts 1303 and Arts 1304 are recommended for Art Majors. The development of the art of western culture during the Renaissance Period is presented. Emphasis is on the development of Renaissance art in Northern and Southern Europe. (3 Lec.)

(Coordinating Board Academic Approval Number 5007035230)

ARTS 2371 Art History (3)

(Former course prefix/number ART 204)

Prerequisites: Arts 1303 and Arts 1304 are recommended for Art Majors. The development of the art of western culture from the late 19th century through today is presented. Emphasis is on the development of modern art in Europe and America. (3 Lec.)

(Coordinating Board Academic Approval Number 5007035230)

ARTS 2372 Commercial Arts I (3)

(Former course prefix/number ART 210)

Prerequisites: Arts 1311, Arts 1312, Arts 1316, and Arts 1317 are recommended for Art Majors. The working world of commercial art is introduced. Typical commercial assignments are used to develop professional attitudes and basic studio skills. Laboratory fee. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 4802037129)

ASTRONOMY

(See Physics)

AUTO BODY

All course descriptions in Auto Body Technology 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.

AUTOMOTIVE CAREER TECHNICIAN

All course descriptions in Automotive Career Technician 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.

AUTOMOTIVE TECHNOLOGY

All course descriptions in Automotive Technology 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.

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 1411 Introductory Botany (4)

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

This course introduces plant form and function. Topics ranging from the cell through organs are included. Emphasis is on the vascular plants, including the taxonomy and life cycles of major plant divisions. Laboratory fee. (3 Lec., 3 Lab.) (Coordinating Board Academic Approval Number 2603015124)

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 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 2418 Invertebrate Zoology (4)

(This is a common course number. Former course prefix/number BIO 211)

Prerequisite: Eight hours of biological science. This course surveys the major groups of animals below the level of chordates. Consideration is given to phylogeny, taxonomy, morphology, physiology, and biology of the various groups. Relationships and importance to higher animals and humans are stressed. Laboratory fee. (3 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number is to be assigned. This is a unique need course.)

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)

COLLEGE LEARNING SKILLS

(See Developmental College Learning Skills)

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 1374 Pascal Programming For Business (3)

(Former course prefix/number CIS 173)

Prerequisite: Computer Information Systems 1470 and Computer Information Systems 1471 or demonstrated competence approved by the instructor. This course is an introduction to the Pascal programming language. Topics will include structured programming and problem-solving techniques as they apply to business applications. Laboratory fee. (2 Lec., 2 Lab.)

CISC 1380 Networking Technologies (3)

(Former course prefix/number CIS 112)

This course provides an introduction to the terms and basic concepts of computer networking. Conceptual generalities are explained through a discussion of contemporary network services, transmission media and protocols. Although this course is not designed to cover specific network products, it does provide prerequisite information for many network product courses. (3 Lec.)

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 1479 Application Development Tools (4)

(Former course prefix/number CIS 169)

Prerequisite: Computer Information Systems 1470 and Computer Information Systems 1471 or demonstrated competence approved by the instructor. This course introduces application development tools and their relationship to software productivity. Topics include survey and definition of available products and their uses, current functions, evaluation standards, selection and implementation. Laboratory fee. (3 Lec., 4 Lab.)

CISC 1480 UNIX Operating System I (4)

(Former course prefix/number CIS 192)

Prerequisite: Computer Information Systems 1470 and Computer Information Systems 1471 or demonstrated competence approved by the instructor. This course introduces the UNIX operating system and includes topics about the file system, both the C and Bourne shells, standard editor (vi), and an introduction to shell programming. (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 2371 Fundamentals of Network Management (3)

(Former course prefix/number CIS 213)

This course provides fundamental information concerning managing an internetwork. The course reviews network management protocols and concepts for Local Area Network (LAN), Metropolitan Area Network (MAN) and Wide Area Network (WAN) links. 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 2377 Printing With Netware (3)

(Former course prefix/number CIS 203)

This course is designed to teach the skills necessary to manage a NetWare printing environment effectively. The course begins with an overview of printing on a local level and then explores NetWare workstation printing configuration, print job customization, print server and print queue configuration and management, and remote printers. Participants are given hands-on experience with installing and configuring print servers, remote printers, emerging technology capabilities, and MS Windows printing. Additional topics include performance considerations, alternative and enhanced network printing installing and configuring ATPS, lpd and lpr, troubleshooting common problems, and printing with Macintosh and UNIX systems. Laboratory fee. (3 Lec., 1 Lab.)

CISC 2378 Netware 4 Directory Services (NDS) Design And Implementation (3)

(Former course prefix/number CIS 208)

Prerequisites: Computer Information Systems 2495 or Computer Information Systems 2460. The purpose of this course is to teach the skills of creating a NetWare 4 design and implementation strategy. The student will learn a process that shows the sequence of skills and tasks that enable a solid design using proven methods from Novell Consulting Services. The student will complete a NetWare 4 design strategy and implementation schedule with templates that can be used for creating a design in their environment. Laboratory fee. (3 Lec., 1 Lab.)

CISC 2379 Fundamentals of Internetworking (3)

(Former course prefix/number CIS 214)

This course will provide students with fundamental information concerning the challenges of designing, implementing and managing an internetwork infrastructure. It will take an unbiased look at internetworking technologies and describe implementation techniques from LAN protocols, intermediate devices (repeaters, bridges, routers and gateways), MAN/WAN links and management. Laboratory fee. (3 Lec., 1 Lab.)

CISC 2380 Netware Management Using Netware Managewise (3)

(Former course prefix/number CIS 216)

This course is for NetWare Management System for Windows (NDS) 2.0 users. It leads participants through the installation and configuration of NMS and teaches them how to manage, monitor and troubleshoot networks and internetworks. Laboratory fee. (3 Lec., 1 Lab.)

**CISC 2381 Internetworking With Netware
Multiprotocol Router (3)**

(Former course prefix/ number CIS 217)

Prerequisites: Computer Information Systems 2496 or Computer Information Systems 2461. This course provides instructional background material and hands-on experience with the installation, configuration, operation and management of Multi-protocol router (MPR) 2.1 and MPR Plus 2.1. Laboratory exercises explore the ability of the MPR product to connect to different LAN types and to support multiple protocols.

The first phase of the course covers the installation of the software and local routing of IPX, IP, AppleTalk and ISO data packets over a LAN configuration. The second phase of the course concentrates on the remote routing of IPX, IP and AppleTalk data packets between two LANs over PPP and X.25 WAN links. The third phase of the course illustrates local and remote source route bridging between token ring LANs using a demonstration lab setup. Exercises require the use of the INETCFG program for configuration tasks and appropriate console programs to view data traffic statistics. Laboratory fee. (3 Lec., 1 Lab.)

CISC 2382 Netware TCP/IP Transport (3)

(Former course prefix/number CIS 219)

Prerequisites: Computer Information Systems 2495 or Computer Information Systems 2460. In this course, students will become familiar with many of the protocols that make up the TCP/IP protocol suite and learn how to configure the transport on a NetWare 4 server. Students will learn how to use common TCP/IP applications such as Telnet and FTP. Students will also become familiar with IP routing protocols supported by the NetWare server and learn how to route IPX packets over and IP internetwork. 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 2471 Network Software (4)

(Former course prefix/number CIS 207)

Prerequisite: Credit or concurrent enrollment in Computer Information Systems 2370 and credit or concurrent enrollment in Computer Information Systems 2478, or demonstrated competence approved by the instructor. This course presents networking software as applied to local area networks. Topics include the OSI reference model, LAN protocols, network utilities, NETBIOS, network security and control, the log-in process, application software in the network environment, and licensing agreements. Students will learn to use commercially available LAN software. 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 2473 Assembly Language I (4)

(Former course prefix/number CIS 210)

Prerequisite: Minimum of three credit hours in a programming language or demonstrated competence approved by the instructor. This course focuses on basic concepts and instructions using a current mainframe assembler language and structured programming techniques. Topics include decimal features, fixed point operations using registers, selected macro instructions, introductory table concepts, editing printed output, and reading memory dumps. 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 2475 Microcomputer Assembly Language (4)

(Former course prefix/number CIS 215)

Prerequisite: Minimum of three credit hours in programming language courses or demonstrated competence approved by the instructor. The basic elements of the assembler language are introduced and structured programming and top-down design techniques are applied. Topics include architecture and machine definition, data description and other assembler pseudo-ops, logic and shift, arithmetic processing, table concepts, printing, string and screen processing, macro definition, and disk processing. 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 2483 Interactive Programming (4)

(Former course prefix/number CIS 258)

Prerequisites: Minimum of six credit hours of programming language courses or demonstrated competence approved by the instructor. This course introduces the concepts required to program on-line applications. Topics include on-line applications design, program coding techniques, testing methods, and file handling. 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 2485 Network Problems And Applications (4)

(Former course prefix/number CIS 287)

Prerequisites: Computer Information Systems 2471 and credit or concurrent enrollment in Computer Information Systems 2488, or demonstrated competence approved by the instructor. This course presents networking problems and applications associated with local area networks. Topics include integration of network resources, network/application interaction, hardware and software conflicts, technical documentation, LAN management, archiving and backup, and common network problems. 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 2488 Network Hardware (4)

(Former course prefix/number CIS 277)

Prerequisites: Computer Information Systems 2471 and credit or concurrent enrollment in Computer Information Systems 2480, or demonstrated competence approved by the instructor. This course presents networking hardware as applied to local area networks. Topics include IEEE 802 standards for LANS, LAN cabling, work stations, network interface cards, servers, bridges, gateways, routers, uninterruptible power supplies, surge and sag devices, and troubleshooting. Students will learn how to install, operate, maintain, and troubleshoot LAN hardware. Laboratory fee. (3 Lec., 4 Lab.)

CISC 2490 UNIX Operating System II (4)

(Former course prefix/number CIS 292)

Prerequisites: Computer Information Systems 1480 or demonstrated competence approved by the instructor. This course continues the development of UNIX concepts and tools. Topics include advanced file system management, additional editors, text formatting, multi-tasking support and advanced shell programming. Laboratory fee. (3 Lec., 4 Lab.)

CISC 2491 UNIX System Administration (4)

(Former course prefix/number CIS 295)

Prerequisites: Computer Information Systems 1480 or demonstrated competence approved by the instructor. This course provides students with an introduction to UNIX systems administration. Topics include the administration of data communications, file systems, processes, operations, security and resources. In addition, system configuration and generation will be explored. Some network considerations will also be addressed. 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 2495 Netware 4 Administration (4)

(Former course prefix/number CIS 204)

This course teaches the knowledge and skills needed to perform NetWare 4 network administration system management tasks effectively. Participants who complete this course will be able to accomplish basic and fundamental network management tasks in a NetWare 4 network. Laboratory fee. (3 Lec., 4 Lab.)

CISC 2496 Netware 4 Installation, Configuration and Advanced Administration (4)

(Former course prefix/number CIS 211)

Part A: This course is designed to provide experienced network administrators with the skills and knowledge to manage a heterogeneous NetWare 4 networking environment. It provides students who have passed NetWare 4 Administration with a more advanced skill set. Students who complete this course will be able to accomplish advanced network management tasks of a NetWare 4.1 network including: configuring the server for diverse clients, integrating NetWare 3 and NetWare 4 network resources, merging directory partitions and multiple directory trees, configuring time synchronization, adding security to the directory tree, replicating the NetWare Directory Services (NDS) database, enabling network auditing, configuring WANs and filtering, managing protocols, and optimizing the network and NetWare server.

Part B: This course also provide participants with additional hands-on experience with the NetWare 4 network operating system. Administration tasks covered in the course include installing NetWare 4 servers, performing basic workstation skills, configuring basic network resources in NetWare Directory Services (NDS), managing large networks involving multiple servers, creating an effective security system, setting up network printing and creating workstation automation. Laboratory fee. (3 Lec., 4 Lab.)

CISC 2497 Netware Service and Support (4)

(Former course prefix/number CIS 206)

This hands-on laboratory course focuses on the prevention, diagnosis and resolution of hardware-related problems encountered with working with the NetWare network operating system. While the course is taught in a NetWare 3.1X environment, the skills taught are also valuable when optimizing and maintaining systems using many other Novell products.

Participants explore in detail a number research tools that will assist them in acquiring the information needed to solve "real-world" problems. The course includes six extensive hands-on labs which make up approximately 60 percent of class time. The course materials are designed to provide a reference participants can continue to use on the job. 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>] or from an academic advisor beginning June 1, 1999.

DANCE

DANC 1110 Tap I (1)

(This is a common course number. Former course prefix/number DAN 157)

This course explores basic tap techniques. Emphasis on technique development and familiarity with traditional tap rhythms and steps. Laboratory fee. (1 Lec., 1 Lab.)
(Coordinating Board Academic Approval Number 3601145130)

DANC 1111 Tap II (1)

(This is a common course number. Former course prefix/number DAN 158)

Prerequisite: Dance 1149 or demonstrated competence approved by instructor. This course continues and further develops an exploration of Dance 1149. Laboratory fee. (1 Lec., 1 Lab.)
(Coordinating Board Academic Approval Number 3601145130)

DANC 1151 Rehearsal and Performance I (1)

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

This course supplements beginning dance technique classes. Basic concepts of approaching work on the concert stage--stage directions, stage areas, and the craft involved in rehearsing and performing are emphasized. This course may be repeated for credit. (4 Lab.)
(Coordinating Board Academic Approval Number 5003015230)

DANC 1152 Rehearsal and Performance II (1)

(This is a common course number. Former course prefix/number DAN 200)

Prerequisite: Dance 1151 or demonstrated competence approved by the instructor. This course supplements intermediate dance technique classes. It is a continuation of Dance 1151 with emphasis on more advanced concepts as they apply to actual rehearsals and performances. This course may be repeated for credit. (4 Lab.)
(Coordinating Board Academic Approval Number 5003015230)

DANC 1247 Jazz I (2)

(This is a common course number. Former course prefix/number DAN 155)

The basic skills of jazz dance are introduced. Emphasis is on technique and development, rhythm awareness, jazz styles, and rhythmic combinations of movement. Laboratory fee. (1 Lec., 2 Lab.)
(Coordinating Board Academic Approval Number 5003015230)

DANC 1248 Jazz II (2)

(This is a common course number. Former course prefix/number DAN 156)

Prerequisite: Dance 1247 or demonstrated competence approved by the instructor. Work on skills and style in jazz dance is continued. Technical skills, combinations of steps and skills into dance patterns, and exploration of composition in jazz form are emphasized. Laboratory fee. (1 Lec., 2 Lab.)
(Coordinating Board Academic Approval Number 5003015230)

DEVELOPMENTAL COLLEGE LEARNING SKILLS

DCLS 0100 College Learning Skills (1)

(Former course prefix/number CLS 100)

This course is for students who wish to extend their learning skills for academic or career programs. Individualized study and practice are provided in reading, study skills, and composition. This course may be repeated for a maximum of three credits. TASP remediation and/or preparation may be included. Students may enroll in up to three different sections of CLS during one semester. This course should not be used for TASP remediation. (1 Lec.)
(Coordinating Board Academic Approval Number 3201015235)

DEVELOPMENTAL COMMUNICATIONS

DCOM 0095 Communication Skills (3)

(Former course prefix/number DC 095)

This course focuses on strengthening language communications. Topics include grammar, paragraph structure, reading skills, and oral communication. Emphasis is on individual testing and needs. This course should not be used for TASP remediation. (3 Lec.)
(Coordinating Board Academic Approval Number 3201085135)

DCOM 0120 Communication Skills (3)

(Former course prefix/number DC 120)

This course is for students with significant communication problems. It is organized around skill development, and students may enroll at any time (not just at the beginning of a semester) upon the referral of an instructor. Emphasis is on individual needs and personalized programs. Special attention is given to oral language. Contacts are made with other departments to provide other ways of learning for the students. This course should not be used for TASP remediation. (2 Lec., 2 Lab.)

(Coordinating Board Academic Approval Number 3201085135)

DEVELOPMENTAL LEARNING

DLEA 0094 Learning Skills Improvement (1)

(Former course prefix/number DL 094)

Learning skills are strengthened. Emphasis is on individual needs and personalized programs. This course may be repeated for a maximum of three credits. This course should not be used for TASP remediation. (2 Lab.)

(Coordinating Board Academic Approval Number 3201015235)

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 0070 Elementary Algebra I (1)

(Former course prefix/number DM 070)

Prerequisites: Developmental Mathematics 0090, Developmental Mathematics 0063, or equivalent. This course is an introduction to algebra and includes selected topics such as basic principles and operations of sets, counting numbers, and integers. (1 Lec.)

(Coordinating Board Academic Approval Number 3201045137)

DMAT 0071 Elementary Algebra II (1)

(Former course prefix/number DM 071)

Prerequisite: Developmental Mathematics 0070 or equivalent. This course includes selected topics such as rational numbers, algebraic polynomials, factoring, and algebraic fractions. (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)

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)

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)

DWRI 0300 Developmental Writing (3)

This course focuses upon strengthening writing skills. Topics include grammar, paragraph structure, and effective communication strategies. (3 Lec.)

(Coordinating Board Academic Approval Number 3201085335)

DWRI 0400 Developmental Writing (3)

This course is for students with significant writing problems. It is organized around skill development, and students may enroll at any time (not just at the beginning of the semester) upon the referral of an instructor. Contacts are made with other departments to provide other ways of learning for the students. (2 Lec., 2 Lab.)

(Coordinating Board Academic Approval Number 3201085335)

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 1170 Demonstration Lab (1)

(Former course prefix/number THE 199)

Scenes studied in various theatre classes are demonstrated to show contrast and different styles. This course may be repeated for credit. (1 Lab.)

(Coordinating Board Academic Approval Number 5005015130)

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 1323 Theatre Workshop (3)

(This is a common course number. Former course prefix/number THE 236)

A course in theatre with emphasis on performance techniques in musical and repertory theatre with practical performance experience. This course may be repeated for credit. (2 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 5005015230)

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 2362 History Of Theatre II (3)

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

Drama is surveyed from the 17th century through the 20th century. The theatre is studied in each period as a part of the total culture of the period. (3 Lec.)

(Coordinating Board Academic Approval Number 5005055130)

ECOLOGY

NOTE: This course will carry a Dallas County Community College prefix of "ECOL"; however, it may also be identified by a common course number for transfer evaluation purposes. Both are listed in the course description.

ECOL 1305 People And Their Environment (3)

(Former course prefix/number ECY 291. The common course number is GEOL 1305.)

Environmental awareness and knowledge are emphasized. Topics include pollution, erosion, land use, energy resource depletion, overpopulation, and the effects of unguided technological development. Proper planning of societal and individual action in order to protect the natural environment is stressed. (3 Lec.)

(Coordinating Board Academic Approval Number 0301025339)

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)

ENGINE TECHNOLOGY - MOTORCYCLE MECHANICS

(Formerly Motorcycle Mechanics)

All course descriptions in Engine Technology—Motorcycle Mechanics 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.

ENGINE TECHNOLOGY - SMALL ENGINE MECHANICS

(Formerly Small Engine Mechanics)

All course descriptions in Engine Technology—Small Engine Mechanics 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.

ENGINE TECHNOLOGY - OUTBOARD MECHANICS

(Formerly Outboard Marine Engine Mechanics)

All course descriptions in Engine Technology—Outboard Mechanics 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.

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)

ENGL 2307 Creative Writing (3)

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

Prerequisite: English 1301, English 1302 and TASP/Alternative Assessment Standards in Reading and Writing must be met. The writing of fiction is the focus of this course. Included are the short story, poetry, and short drama. (3 Lec.)

(Coordinating Board Academic Approval Number 2305015135)

ENGL 2311 Technical Writing (3)

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

Prerequisite: English 1301, English 1302 and TASP/Alternative Assessment Standards in Reading and Writing must be met. The technical style of writing is introduced. Emphasis is on the writing of technical papers, reports, proposals, progress reports, and descriptions. (3 Lec.)

(Coordinating Board Academic Approval Number 2311015135)

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 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 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 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 2333 World Literature (3)

(This is a common course number. Former course prefix/number ENG 204)

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 Renaissance to the present. (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)

ENGL 2371 Studies In Literature (3)

(Former course prefix/number ENG 216)

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 theme, interdisciplinary content or major author. Course titles and descriptions are available each semester prior to registration. This course may be repeated for credit. (3 Lec.)

(Coordinating Board Academic Approval Number 2303015335)

FASHION MARKETING

(See Marketing Careers)

GEOLOGY

GEOL 1401 Earth Science (4)

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

This course is for the non-science major. It covers the interaction of the earth sciences and the physical world. Geology, astronomy, meteorology, and space science are included. Selected principles and concepts of the applied sciences are explored. This course is also offered as Physical Science 1417. Laboratory fee. (3 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 4001015139)

GEOL 1445 Oceanography (4)

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

This course covers the study of the physical and biological characteristics of the ocean. Laboratory fee. (3 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 4007035139)

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 INFORMATION MANAGEMENT

HIMT 2370 Medical Records II (3)

(Former course prefix/number HIM 201)

Prerequisite: Health Information Management 1370. In this course, students will explore management issues as they relate specifically to the medical records department. Topics include human resource management, departmental systems and operations management, committee work, budgeting and accounting, organization of the work environment, interpretation and application of state and federal guidelines, interpretation and compliance with accreditation, and insure licensing, accreditation. (3 Lec.)

HIMT 2470 Medical Terminology (4)

(Former course prefix/number HIM 131)

Students will investigate the basic structure of medical words. Included are prefixes, suffixes, roots, combining forms and plurals. Topics include the vocabulary related to major body systems and diseases including spelling, abbreviation, symbols and definitions. Exercises will include problem solving using research resources. (4 Lec.)

HEATING, VENTILATION AND AIR CONDITIONING

(Air Conditioning and Refrigeration Technology)

All course descriptions in Heating, Ventilation and Air Conditioning (Air Conditioning and Refrigeration Technology) 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.

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 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 2372 Advanced Historical Studies (3)

(Former course prefix/number HST 205)

Prerequisite: Six hours of history. An in-depth study of minority, local, regional, national, or international topics is presented. This course may be repeated for credit when topics vary. (3 Lec.)

(Coordinating Board Academic Approval Number 4508015642)

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)

LIBRARY SKILLS

LIBR 1370 College Library Research Methods and Materials (3)

(Former course prefix/number LS 102)

This course is a survey of college research methodologies and materials with emphasis on search strategies appropriate for college-level research in the undergraduate disciplines, the structure and assessment of information sources within society, and the organization of academic libraries. Attention will also be given to the formal presentation of research results, including models of academic writing, bibliographic preparation and documentation standards. (3 Lec.)

(Coordinating Board Academic Approval Number to be assigned.
This is a unique need course.)

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 1372 Mathematics for Allied Health (3)

(Former course prefix/number MTH 136)

Prerequisite: Developmental Mathematics 0090 or an appropriate test score. This course is a study of percents, apothecary system, metric system, linear equations, literal equations, gas laws, magnification laws, and statistics which includes histograms, bar graphs, pie-charts, averages, standard deviations and variances. Also included are basic concepts of geometry. (3 Lec.)

MATH 1373 Applied Mathematics (3)

(Former course prefix/number MTH 139)

The course is a study of commercial, technical, and other applied uses of mathematics. Topics vary to fit the needs of the students enrolled in a particular technical/occupational program. The prerequisite will vary accordingly and be determined by the needed skills. (3 Lec.)

MATH 1374 Technical Mathematics I (3)

(Former course prefix/number MTH 195)

Prerequisites: One year of high school algebra and an appropriate assessment test score or Developmental Mathematics 0097 or Developmental Mathematics 0091 or equivalent. This course is designed for technical students. It covers the basic concepts and fundamental facts of plane and solid geometry, computational techniques and devices, units and dimensions, the terminology and concepts of elementary algebra, functions, coordinate systems, simultaneous equations, and stated problems. (3 Lec.)

MATH 1375 Technical Mathematics II (3)

(Former course prefix/number MTH 196)

Prerequisite: Mathematics 1374. This course is designed for technical students. It includes a study of topics in algebra, an introduction to logarithms, and an introduction to trigonometry, trigonometric functions, and the solution of triangles. (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 2305 Discrete Mathematics (3)

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

Prerequisites: Mathematics 2513 and an introductory programming course. This course is a study of sets, algebraic structures (relations, functions, groups, and Boolean Algebra), combinatorics, graphs, logic, algorithms, and applications to computing devices. (3 Lec.)

(Coordinating Board Academic Approval Number 2705015137)

MATH 2315 Calculus III (3)

(This is a common course number. Former course prefix/number MTH 226)

Prerequisite: Mathematics 2414 or equivalent. This course is a study of topics in vector calculus, functions of several variables, and multiple integrals, with applications. (3 Lec.)

(Coordinating Board Academic Approval Number 2701015937)

MATH 2318 Linear Algebra (3)

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

Prerequisite: Mathematics 2513 or equivalent. This course is a study of matrices, linear equations, dot products, cross products, geometrical vectors, determinants, n-dimensional space, and linear transformations. (3 Lec.)

(Coordinating Board Academic Approval Number 2701016137)

MATH 2320 Differential Equations (3)

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

Prerequisite: Mathematics 2414 or demonstrated competence approved by the instructor. This course is a study of ordinary differential equations, including linear equations, systems of equations, equations with variable coefficients, existence and uniqueness of solutions, series solutions, singular points, transform methods, boundary value problems, and applications. (3 Lec.)

(Coordinating Board Academic Approval Number 2703015137)

MATH 2370 Technical Mathematics III (3)

(Former course prefix/number MTH 297)

Prerequisite: Mathematics 1375. This course will introduce the concepts and applications of calculus used in the field of Engineering Technology. Included are basic concepts from analytic geometry, differential calculus, and integral calculus. Practical application of the derivative and of integration in technology will be emphasized. (3 Lec.)

MATH 2412 Precalculus Mathematics (4)

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

Prerequisites: An appropriate assessment test score and either high school pre-AP precalculus or trigonometry, or Mathematics 1316. This course consists of the study of algebraic and trigonometric topics including polynomial, rational, exponential, logarithmic and trigonometric functions and their graphs. Conic sections, polar coordinates, and other topics of analytic geometry will be included. (4 Lec.)

(Coordinating Board Academic Approval Number 2701015837)

MATH 2414 Calculus II (4)

(This is a common course number. Former course prefix/number MTH 225)

Prerequisite: Mathematics 2513 or equivalent. This course is a study of techniques of integration, polar coordinates, parametric equations, topics in vector calculus, sequences, series, indeterminate forms, and partial differentiation with applications. (4 Lec.)

(Coordinating Board Academic Approval Number 2701015937)

MATH 2513 Calculus I (5)

(This is a common course number. Former course prefix/number MTH 124)

Prerequisite: Mathematics 2412 or Mathematics 1348 or equivalent. This course is a study of limits, continuity, derivatives, and integrals of algebraic and transcendental functions, with applications. (5 Lec.)

(Coordinating Board Academic Approval Number 2701015937)

MILITARY SCIENCE

(Offered in cooperation with the University of Texas at Arlington. Registration for these courses is through Mountain View College.)

MILS 1180 Leadership Laboratory (1)

(Former course prefix/number MIL 102)

A practical laboratory of applied leadership and skills. Student-planned, -organized and -conducted training, oriented toward leadership development. Laboratory topics include marksmanship, small unit tactics, multi-tiered programs focused on individual skill levels. Uniform and equipment provided, no fee. May be repeated for credit. (3 Lab.)

MILS 1241 Introduction to ROTC and the Army (2)

(Former course prefix/number MIL 100)

The military organization with emphasis on tradition, doctrine, and contribution to national objectives. Consideration of techniques to improve study habits and time management. Concurrent enrollment in MILS 1180 mandatory. (2 Lec.)

MILS 1242 Introduction to Leadership (2)

(Former course prefix/number MIL 101)

Introduction to the concept of officership as a profession. Questions of war, morality, ethics, values, and leadership. Consideration of study and time management techniques useful in becoming a master student. Concurrent enrollment in MILS 1180 mandatory. (2 Lec.)

MILS 2241 Military Topography (2)

(Former course prefix/number MIL 200)

The leader's interpretation and use of topographical maps to facilitate land navigation. Consideration of the military significance of terrain. Emphasizes practical land navigation, map reading, terrain analysis, and leadership skills. Concurrent enrollment in MILS 1180 mandatory. (2 Lec.)

MILS 2248 Evolution of Contemporary Military Strategy (2)

(Former course prefix/number MIL 202)

A review of contemporary military conflicts. Selected battles from World War II, Korea, Vietnam, and the Yom Kippur War are examined for impact upon current U.S. military doctrine, strategy, and weapons systems. All military science students must enroll or participate in MILS 1180 concurrently with this course unless exception is given by the PMS. (2 Lec.)

MILS 2291 Conference Course (2)

(Former course prefix/number MIL 203)

Prerequisite: permission of the PMS. Independent study. Designed to supplement the military science curricula by a student's concentrated study in a narrower field of military skill or subject matter. May be repeated for credit. Does not count for PE credit. (2 Lec.)

MILS 2351 Self/Team Development (3)

(Former course prefix/number MIL 204)

Introduction to planning, organizing, and leading small unit offensive and defensive operations. Consideration of the principles of leadership, the principles of war, the decision-making process, and military correspondence. Concurrent enrollment in MILS 1180 mandatory. (3 Lec.)

MILS 2352 Individual/Team Military Tactics (3)

(Former course prefix/number MIL 205)

Introduction to individual and team aspects of military tactics in small unit operations. Includes use of radio communications, making safety assessments, movement techniques, planning for team safety/security, and pre-execution checks. Concurrent enrollment in Military Science 1180 mandatory, plus optional participation in physical fitness and a weekend exercise. (3 Lec.)

MOTORCYCLE MECHANICS

(See Engine Technology -- Motorcycle Mechanics)

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 1123 Orchestra (1)

(This is a common course number. Former course prefix/number MUS 170)

Prerequisite: Demonstrated competence approved by the instructor. Experience is provided in performing and reading orchestral literature and in participating in the college orchestra. This course may be repeated for credit. (3 Lab.)
(Coordinating Board Academic Approval Number 5009035530)

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 1133 Woodwind Ensemble (1)

(This is a common course number. Former course prefix/number MUS 171)

Prerequisite: Demonstrated competence approved by the instructor. A group of woodwind instrumentalists read and perform literature for small ensembles. This course may be repeated for credit. (3 Lab.)

(Coordinating Board Academic Approval Number 5009035630)

MUSI 1134 Brass Ensemble (1)

(This is a common course number. Former course prefix/number MUS 172)

Prerequisite: Demonstrated competence approved by the instructor. A group of brass 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 1138 Percussion Ensemble (1)

(This is a common course number. Former course prefix/number MUS 173)

Prerequisite: Demonstrated competence approved by the instructor. A group of percussion instrumentalists read and perform literature for small ensembles. 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 1173 Survey Of Recording Laboratory (1)

(Former course prefix/number MUS 191)

Prerequisite: Successful completion of or concurrent enrollment in Music 1272. This course parallels Music 1272 and provides students with laboratory experiments in the operation of recording equipment, session procedures, and audio techniques. The course also includes acoustic and electronic theory. (3 Lab.)

MUSI 1174 Studio Technology Laboratory (1)

(Former course prefix/number MUS 198)

Prerequisite: Completion of or concurrent enrollment in Music 1273 or demonstrated competence approved by the instructor. This course reinforces, by application and demonstration, the theory covered in Music 1273. By the end of this course, a student is able to perform the basic operations necessary to operate a multi-track studio. Laboratory fee. (3 Lab.)

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 1263 Jazz Improvisation (2)

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

The art of improvisation is introduced. Basic materials, aural training, analysis, and common styles are presented. This course may be repeated for credit. (1 Lec., 2 Lab.)

(Coordinating Board Academic Approval Number 5009036530)

MUSI 1270 Audio Production For Voice (2)

(Former course prefix/number MUS 180)

This course is designed to introduce students to audio production as it relates to the human voice. Topics include physiology of the voice, technical skills for the studio singer and speaker, jingle copy writing, and studio and sound support production. The course concludes with individually produced advertising jingles. (1 Lec., 2 Lab.)

MUSI 1271 Computerized Music Production I (2)

(Former course prefix/number MUS 189)

This course serves as an introduction to computer-based music production. Areas covered include basic operation of synthesizers, sequencers, music scoring programs, and synthesizer editing programs. (2 Lec., 2 Lab.)

MUSI 1272 Survey Of Recording (2)

(Former course prefix/number MUS 190)

This descriptive course includes an introduction to audio recording. This introduction includes the nature of sound, operation of recording equipment, session procedures, studio techniques, simultaneous recording, and multi-track recording. (2 Lec.)

MUSI 1273 Studio Technology (2)

(Former course prefix/number MUS 197)

Prerequisites: Music 1272 and 1173 or demonstrated competence approved by the instructor. This course is an intensive study of the theory of studio, microphone, and multi-track mix down techniques. (2 Lec.)

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 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 1310 History Of Jazz/Rock Music (3)

(This is a common course number. Former course prefix/number MUS 166)

The study of social and musical influences on Jazz/Rock music and the influence of Jazz/Rock Music on society and the music industry. This course may be repeated for credit. (3 Lec.)

(Coordinating Board Academic Approval Number 5009025330)

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 1370 Guitar Literature And Materials (3)

(Former course prefix/number MUS 112)

The body of music for the guitar is surveyed. Emphasis is on the repertoire of instruments in the guitar family, such as the lute. Transcription and arranging are studied as well as the selection of a program for public performance. (3 Lec.)
(Coordinating Board Academic Approval Number 5009025230)

MUSI 1374 Music In America (3)

(Former course prefix/number MUS 192)

American music and musicians from early times to the present are surveyed. Various styles and periods are covered. Religious, folk, jazz, rock, musical theater, and contemporary developments are included. (3 Lec.)

MUSI 1375 Improvisation (3)

(Former course prefix/number MUS 193)

The creation of spontaneous melodic and harmonic ideas and the translation of these ideas into notation are emphasized. Using scales and modes, the instrumentalist improvises on the student's major instrument. The vocalist uses scat singing techniques. Analysis of transcribed solos and student transcriptions are included. (3 Lec.)

MUSI 1376 Jazz Workshop (3)

(Former course prefix/number MUS 194)

This course is for the advanced instrumentalist and vocalist. Jazz is performed in recitals and scheduled functions. Discussion, analysis, writing, rehearsing, improvising, and style are emphasized. Articulating, phrasing, and conducting jazz compositions are discussed with guest artists who work and perform with the group periodically. (3 Lec.)

MUSI 1377 Business Of Music (3)

(Former course prefix/number MUS 196)

The world of the music industry is presented. Topics include performing, engineering, producing, music merchandising, music teaching, song writing, performing rights organizations, demo tapes, resumes, agents and managers, concert promotion and the 1976 Copyright Act. Lecture will be supplemented by consultant and guest panel discussions. (3 Lec.)

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 2143 Chorus (1)

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

Prerequisite: Demonstrated competence approved by the instructor. A wide variety of music representing the literature of the great eras of music history is studied and performed. This course may be repeated for credit. (3 Lab.)
(Coordinating Board Academic Approval Number 5009035730)

MUSI 2181 Piano Class III (1)

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

Prerequisite: Music 1181 and 1182 or demonstrated competence approved by the instructor. This course is a continuation of functional keyboard skills, including harmonization, sight-reading, accompanying styles, improvisation, and technical exercises. It is designed for the music major preparing for the piano proficiency exam, but is also open to any interested student. It is recommended that music majors also study privately. (2 Lab.)

(Coordinating Board Academic Approval Number 5009075130)

MUSI 2237 Lab Band (1)

(This is a common course number. Former course prefix/number MUS 181)

Prerequisite: Demonstrated competence approved by the instructor. Students study and perform various forms of commercial music, such as jazz, pop, avant-garde, and fusion. Student arranging, composing, and conducting are encouraged. This course may be repeated for credit. (3 Lab.)

(Coordinating Board Academic Approval Number 5009035630)

MUSI 2270 Computerized Music Production II (2)

(Former course prefix/number MUS 289)

Prerequisites: Music 1271 or demonstrated competence approved by the instructor. This course is an intensive study of computer-based music production. Areas covered include advanced sequencing, computer-based generation of musical scores, synchronization of sequencers with other media, and advanced synthesizer concepts. (2 Lec., 2 Lab.)

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 2370 Arranging/Orchestration (3)

(Former course prefix/number MUS 292)

The knowledge of ranges and the ability to transpose for instruments, to write for voices, and to plan and execute an arrangement is developed. Standard copying techniques, chord voicing, large ensemble writing and combo writing, and use of strings (simulated by string synthesizer) are also included. (3 Lec.)

MUSI 2371 Independent Study (3)

(Former course prefix/number MUS 293)

This course is for advanced work in music and is designed to meet specific needs of the student. On approval of the instructor and division chairperson, the student prepares and executes a written contract (proposal for learning). Credit is given upon completion of all aspects of the contract. This course may be repeated for credit. (3 Lec.)

MUSI 2372 Recording Studio Practices (3)

(Former course prefix/number MUS 296)

Prerequisites: Music 1273 and Music 1174. The lecture portion of this course concentrates on the artistic and stylistic considerations of audio recording. The laboratory portion translates these considerations into class projects. Laboratory fee. (2 Lec., 3 Lab.)

MUSI 2373 Studio Production (3)

(Former course prefix/number MUS 297)

Prerequisite: Music 2372. In this course students produce, engineer, mix, setup, and perform in actual recording sessions. Samples of portfolios may be acquired. Laboratory fee. (2 Lec., 3 Lab.)

MUSI 7371 Cooperative Work Experience (3)

(Former course prefix/number MUS 703)

Prerequisites: Completion of two courses in Music 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 experiences each semester. The seminars consist of topics which include job relations, setting and writing job objectives, performance, and observing live performances. (1 Lec., 15 Lab.)

MUSI 7372 Cooperative Work Experience (3)

(Former course prefix/number MUS 713)

Prerequisites: Completion of Music 7371. This advanced 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 experiences each semester. The seminars consist of topics which may include observing live performances, observing live recording sessions, equipment operating systems, inventory and stock categories, and pricing. (1 Lec., 15 Lab.)

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 1113 Applied Music-Double Bass (1)

(This is a common course number. Former course prefix/number MUS 127)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 1115 Applied Music-Electric Bass (1)

(This is a common course number. Former course prefix/number MUS 141)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 1117 Applied Music-Flute (1)

(This is a common course number. Former course prefix/number MUS 128)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 1121 Applied Music-Oboe (1)

(This is a common course number. Former course prefix/number MUS 129)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 1125 Applied Music-Bassoon (1)

(This is a common course number. Former course prefix/number MUS 131)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 1129 Applied Music-Clarinet (1)

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

(Coordinating Board Academic Approval Number 5009035430)

MUAP 1133 Applied Music-Saxophone (1)

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

(Coordinating Board Academic Approval Number 5009035430)

MUAP 1137 Applied Music-Trumpet (1)

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

(Coordinating Board Academic Approval Number 5009035430)

MUAP 1141 Applied Music-French Horn (1)

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

(Coordinating Board Academic Approval Number 5009035430)

MUAP 1145 Applied Music-Trombone (1)

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

(Coordinating Board Academic Approval Number 5009035430)

MUAP 1149 Applied Music-Baritone (1)

(This is a common course number. Former course prefix/number MUS 136)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 1153 Applied Music-Tuba (1)

(This is a common course number. Former course prefix/number MUS 137)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 1157 Applied Music-Percussion (1)

(This is a common course number. Former course prefix/number MUS 138)

(Coordinating Board Academic Approval Number 5009035430)

MUAP 1158 Applied Music-Drum Set (1)

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

(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 1177 Applied Music-Harp (1)

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

(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)

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 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 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)

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)

PHOTOGRAPHY

NOTE: These courses have a Dallas County Community College prefix of "PHOT;" however, some can be identified by a Common Course Number for transfer evaluation purposes. Both are listed in the parenthetical notes in the course descriptions.

PHOT 1316 Introduction To Photography And Photojournalism (3)

(Former course prefix/number PHO 110. Common Course Number is COMM 1316)

Photography and photojournalism are introduced. Topics include the general mechanics of camera lenses and shutters and the general characteristics of photographic films, papers, and chemicals. Darkroom procedures are presented, including enlarging, processing, contact printing, and exposing films and papers. Artificial lighting is introduced. Laboratory fee. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 0904015526)

PHOT 1317 Advanced Photography And Photojournalism (3)

(Former course prefix/number PHO 111. Common Course Number is COMM 1317)

Prerequisite: Photography 1316 or demonstrated competence approved by the instructor. Techniques learned in Photography 1316 are refined. Emphasis is on photographic communication. Laboratory fee. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 0904015526)

PHOT 1370 Special Photographic Topics and Problems (Non-Lab Related) (3)

(Former course prefix/number PHO 115)

This course of study addresses special photographic topics or problems which do not require lab instruction or use of lab facilities. Topics may include special interest areas such as: history of photography, photographic criticism, history of film making, looking at photographic collections, and color slide photography. The course will be narrow in scope to provide for in-depth study of the particular topics and may employ field trips and visiting instructors with specialized expertise. This course may be repeated for credit. (3 Lec.)

(Coordinating Board Academic Approval Number 5006055230)

PHOT 2324 Introduction to Multimedia (3)

(Former course prefix/number PHO 212. Common Course Number is COMM 2324)

Prerequisites: Photography 1316 or Art 1370, Photography 2325. This course will provide students with an exploration of the latest computer hardware and software applications used to produce multimedia presentations. Students will experience the areas of digital sound reproduction, the creation of computer animation, converting video into digital images, and digital editing techniques. Laboratory fee. (2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 0907015326)

PHOT 2375 Special Photographic Topics And Problems (3)

(Former course prefix/number PHO 215)

Prerequisites: Photography 1316 and 1317 or demonstrated competence approved by the instructor. This course of study addresses special photographic topics or problems that may result from technological advances and particular student and/or instructor interests and/or expertise. Topics may include special interest areas such as architectural, landscape, wedding, environmental portraiture and audio-visual slide-with-sound productions. The course will be narrow in scope to provide for in-depth study of the particular topic and may employ visiting instructors with specialized expertise. This course may be repeated for credit.

(2 Lec., 4 Lab.)

(Coordinating Board Academic Approval Number 5006055230)

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 1101 Beginning Casting And Angling (1)

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

This course will include the fundamentals of bait casting, spinning and spin casting. This course covers basic knowledge and understanding of angling techniques and concepts, and will include several tackle crafts. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1103 Shooting and Firearm Safety (1)

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

Course content includes fundamentals of shooting, gun safety and principles of reloading. This course includes personal safety associated with hunting and sport shooting. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1109 Beginning Golf (1)

(This is a common course number. Former course prefix/number PEH 118)

Course content emphasizes the basic skills involved in club selection, golf course analysis, shot selection and execution of the golf swing. Rules, scoring, handicapping, and etiquette are included. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1111 Beginning Bowling (1)

(This is a common course number. Former course prefix/number PEH 120)

Basic bowling skills at the beginner level as well as rules, strategies, safety, scoring and competitive activities are emphasized. All classes are conducted at an off-campus bowling lane. Lane fee. 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 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 1120 Beginning Self-Defense (1)

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

Various forms of self-defense are introduced. The history and philosophy of the martial arts are explored. The student should progress from no previous experience in self-defense to an adequate skill level covering basic self-defense situations. Both mental and physical aspects of the arts are stressed. Uniform required. 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 1122 Outdoor Education (1)

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

Knowledge and skills in outdoor education and camping are presented. Planned and incidental experiences take place, including a week-end camp-out. 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 1125 Aquatic Fitness (1)

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

This course is designed to promote fitness through the use of water-related activities compatible with a pool environment. Emphasis is placed on water resistant exercises, lap swimming utilizing various kicks and strokes, relays, and a variety of aquatic games. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1128 Canoeing/Kayaking (1)

(This is a common course number. Former course prefix/number PEH 149)

This course is designed to teach the students knowledge and appreciation of basic white water canoeing/kayaking skills so they can actively engage in these activities throughout their lives. A weekend river trip is included in this course. 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 1136 Intermediate Golf (1)

(This is a common course number. Former course prefix/number PEH 218)

Basic skills and techniques are refined beyond the beginner level. Analysis and practice of the golf swing, swing theory and methods, strategy, and actual golf course playing are emphasized. Equipment is furnished. Green fees. 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 1142 Intermediate Self-Defense (1)

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

Students will be introduced to intermediate forms of defense and combinations of self defense methods. Emphasis is on practical application of self defense movements. Uniform required. 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 1146 Intermediate Basketball (1)

(This is a common course number. Former course prefix/number PEH 239)

Basic skills and techniques are refined beyond the beginner level. Analysis and practice of shooting, passing, dribbling, team play, strategies, and competitive play covered. Course emphasis is placed on the development and preparation for participation on an intercollegiate team. Equipment is furnished. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1147 Intermediate Volleyball (1)

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

Basic skills and techniques are refined beyond the beginner level. Analysis and practice of the forearm pass, setting, spiking, serving, team play, strategies, and competitive play are covered. Course emphasis is placed on the development and preparation for participation on an intercollegiate team. Equipment is furnished. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1148 Intermediate Baseball (1)

(This is a common course number. Former course prefix/number PEH 241)

Basic skills and techniques are refined beyond the beginner level. Analysis and practice of hitting, fielding, pitching, team play, and competitive play are emphasized. Baseball history and interpretation of the rules are also covered. Course emphasis is placed on the development and preparation for participation on an intercollegiate team. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 3601085128)

PHED 1150 Intermediate Bowling (1)

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

This course is designed for students seeking improvement in the lifetime sport of bowling. The course covers a review of history, etiquette, care and selection of equipment, rules and scoring. Additional information will be provided on handicapping, league play, variation of grips, spot bowling and alley textures. 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 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)

PHYSICAL SCIENCE

(See Physics)

PHYSICS**PHYS 1111 Astronomy Laboratory I (1)**

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

Prerequisite: Credit or concurrent enrollment in Physics 1311. The student uses simple equipment to make elementary astronomical observations of the motions of celestial objects. Also covered are elementary navigational techniques, graphical techniques of calculating the position of a planet or comet, and construction of simple observing equipment. This laboratory includes night observations. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 4002015139)

PHYS 1112 Astronomy Laboratory II (1)

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

Prerequisite: Credit or concurrent enrollment in Physics 1312. The student makes and uses elementary astronomical observations. Topics include timekeeping, the various uses of spectra, and the motions of stars and galaxies. This laboratory includes night observations. Laboratory fee. (3 Lab.)

(Coordinating Board Academic Approval Number 4002015139)

PHYS 1311 Descriptive Astronomy (3)

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

This course surveys the fundamentals of astronomy. Emphasis is on the solar system. Included is the study of the celestial sphere, the earth's motions, the moon, planets, asteroids, comets, meteors, and meteorites. (3 Lec.)

(Coordinating Board Academic Approval Number 4002015139)

PHYS 1312 General Astronomy (3)

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

Stellar astronomy is emphasized. Topics include a study of the sun, the properties of stars, star clusters, nebulae, interstellar gas and dust, the Milky Way Galaxy, and external galaxies. (3 Lec.)

(Coordinating Board Academic Approval Number 4002015139)

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)

PHYS 1411 Fundamentals Of Astronomy (4)

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

This course concerns fundamental aspects of the solar system and the historical development of astronomical ideas. Included are studies of the celestial sphere and motions of the earth, the moon, planets, and other minor bodies. The origin and evolution of the solar system are also covered. The laboratory includes outdoor viewing sessions and study of celestial motions, elementary navigation, constellation identification, and telescope construction. Laboratory fee. (3 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 4002015139)

PHYS 1412 General Introductory Astronomy (4)

(This is a common course number. Former course prefix/number AST 112)

This course concerns fundamental properties of stars, stellar systems, star clusters, nebulae, interstellar gas and dust, and galaxies. Included is the study of the sun, Milky Way Galaxy, stellar evolution, black holes, and current cosmological ideas. The laboratory includes outdoor viewing sessions and the study of timekeeping, use of spectra, and motions of stars and galaxies. Laboratory fee. (3 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 4002015139)

PHYS 1415 Physical Science (4)

(This is a common course number. Former course prefix/number PSC 118)

This course is primarily for non-science majors. It is a study of the basic principles and concepts of physics, chemistry, and nuclear science. The three basic sciences are related to the physical world at an introductory level. Laboratory fee. (3 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 4001015139)

PHYS 1417 Physical Science (4)

(This is a common course number. Former course prefix/number PSC 119)

This course is for non-science majors. It focuses on the interaction of the earth sciences and the physical world. Geology, astronomy, meteorology, and space science are emphasized. Selected principles and concepts are explored. This course is also offered as Geology 1401. Laboratory fee. (3 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 4001015139)

PHYS 1470 Applied Physics (4)

(Former course prefix/number PHY 131)

Prerequisite: Mathematics 1374 or concurrent enrollment in Mathematics 1374. This course is primarily for students in technical programs. The properties of matter, mechanics, and heat are introduced. Emphasis is on uses and problem-solving. Laboratory fee. (3 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 4008015339)

PHYS 1471 Applied Physics (4)

(Former course prefix/number PHY 132)

Prerequisite: Physics 1470. This course is a continuation of Physics 1470. Concepts of sound, light, electricity, magnetism, and atomic theory are explained. Laboratory fee. (3 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 4008015339)

PHYS 2425 General Physics (4)

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

Prerequisite: Credit or concurrent enrollment in Mathematics 2513. This course is designed primarily for physics, chemistry, mathematics, and engineering majors. The principles and applications of mechanics, wave motion, and sound are studied. Emphasis is on fundamental concepts, problem-solving, notation, and units. The laboratory includes a one-hour problem session. Laboratory fee. (3 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 4008015439)

PHYS 2426 General Physics (4)

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

Prerequisites: Physics 2425 and credit or concurrent enrollment in Mathematics 2414. This course presents the principles and applications of heat, electricity, magnetism, and optics. Emphasis is on fundamental concepts, problem-solving, notation and units. The laboratory includes a one-hour problem session. Laboratory fee. (3 Lec., 3 Lab.)

(Coordinating Board Academic Approval Number 4008015439)

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 2306 Human Sexuality (3)

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

Prerequisite: TASP/Alternative Assessment passing Reading Standards recommended. 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 4201015340)

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)

PSYC 2319 Social Psychology (3)

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

Prerequisite: TASP/Alternative Assessment passing Reading Standards recommended. Students may register for either Psychology 2319 or Sociology 2326 but may receive credit for only one. Theories of individual behavior in the social environment are surveyed. Topics include the socio-psychological process, attitude formation and change, interpersonal relations, and group processes. (3 Lec.)

(Coordinating Board Academic Approval Number 4216015140)

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)

READ 1371 Speed Reading And Learning (3)

(Former course prefix/number RD 102)

Reading and learning skills are addressed. Speed reading techniques and comprehension are emphasized. Learning and memory skills are also covered. (3 Lec.)

(Coordinating Board Academic Approval Number 3801015735)

REAL ESTATE

All course descriptions in Real Estate 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.

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 1304 Major World Religions (3)

(Former course prefix/number REL 201. The common course number is PHIL 1304)

This course surveys the major world religions. Hinduism, Buddhism, Judaism, Islam, and Christianity are included. The history of religions is covered, but the major emphasis is on current beliefs. Other topics may also be included, such as the nature of religion, tribal religion, and alternatives to religion. (3 Lec.)

(Coordinating Board Academic Approval Number 3802015235)

RELI 1370 Religion In American Culture (3)

(Former course prefix/number REL 101)

This course examines the nature of religion in America. It covers important influences from the past and characteristics of current religious groups and movements. Emphasis is on understanding the role of religion in American life. (3 Lec.)

(Coordinating Board Academic Approval Number 3802015135)

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)

RESERVE OFFICER TRAINING CORPS (ROTC): See Military Science

SMALL ENGINE

(See Engine Technology – Small Engine)

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 2320 Field Studies In American Minorities (3)

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

Prerequisite: Sociology 1301 or Sociology 2319. Experience is provided in various minority community centers. Work is under professional supervision in a task-oriented setting. (3 Lec.)

(Coordinating Board Academic Approval Number 4511015342)

SOCI 2326 Social Psychology (3)

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

Prerequisite: Psychology 2301 or Sociology 1301. Students may register for either Psychology 2319 or Sociology 2326 but may receive credit for only one. Theories of individual behavior in the social environment are surveyed. Topics include the socio-psychological process, attitude formation and change, interpersonal relations, and group processes. (3 Lec.)

(Coordinating Board Academic Approval Number 4216015140)

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)

SPANISH

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 2306 Spanish Conversation I (3)

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

Prerequisite: Spanish 1411 and Spanish 1412 or the equivalent. This course is designed to strengthen and improve oral skills in the language. Oral activities focus on current events, cultural, historical and social issues. Audio-visual media are used to explore Hispanic life and society. This course is intended to complement Spanish 2311. The next course in this conversation sequence is Spanish 2370. (3 Lec.)

(Coordinating Board Academic Approval Number 1609055431)

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)

SPAN 2321 Introduction To Spanish Literature (3)

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

Prerequisite: Spanish 2312 or the equivalent or demonstrated competence approved by the instructor. This course is an introduction to Spanish literature. It includes readings in Spanish literature, history, culture, art, and civilization. (3 Lec.)

(Coordinating Board Academic Approval Number 1609055331)

SPAN 2322 Introduction To Spanish Literature (3)

(This is a common course number. Former course prefix/number SPA 204)

Prerequisite: Spanish 2312 or the equivalent or demonstrated competence approved by the instructor. This course is a continuation of Spanish 2321. It includes readings in Spanish literature, history, culture, art, and civilization. (3 Lec.)

(Coordinating Board Academic Approval Number 1609055331)

SPAN 2370 Spanish Conversation II (3)

(Former course prefix/number SPA 208)

Prerequisite: Spanish 2306 or Spanish 2311 or the equivalent. This course is designed to further strengthen and improve oral skills in the language. Oral activities will continue to focus on current events, cultural, historical and social issues. Audio-visual media are used to explore Hispanic life and society. This course is intended to complement Spanish 2312. (3 Lec.)

(Coordinating Board Academic Approval Number 1609055431)

SPAN 2371 Spanish for Business I (3)

(Former course prefix/number SPA 211)

Prerequisite: Spanish 2311 or the equivalent. This course exposes students to the Spanish language used in business including the terminology and idioms of Spanish business language in special oral and written communication. Emphasis is placed on the structure and content of Spanish business correspondence. Authentic materials are used to give students a contemporary view of business as it is conducted in Hispanic society. This course is not a substitute for Spanish 2311 or 2312. (3 Lec.)

(Coordinating Board Academic Approval Number is to be assigned. This is a unique need course.)

SPAN 2372 Spanish for Business II (3)

(Former course prefix/number SPA 212)

Prerequisite: Spanish 2371 or the equivalent. This course is devoted to the continued development of business language skills with a focus on the accurate use of business vocabulary and business style. Emphasis is on preparing students to function in Spanish in a business setting via practice of receptive and productive linguistic skills. The course also provides training in cross-cultural communication skills and is designed to help students achieve levels of proficiency to meet foreign language needs for business and international trade. This course is not a substitute for Spanish 2311 or 2312. (3 Lec.)

(Coordinating Board Academic Approval Number is to be assigned. This is a unique need course.)

SPEECH COMMUNICATION

SPCH 1144 Speech Communication**Laboratory (1)**

(This is a common course number. Former course prefix/number SC 100)

This laboratory course focuses on students applying speech communication skills through service projects, internships, and leadership activities. This course may be repeated for credit. (3 Lab.)

(Coordinating Board Academic Approval Number 2310016035)

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)

THEATRE

(See Drama and Dance)

VETERINARY TECHNOLOGY

VETT 1170 Medical Terminology (1)

(Former course prefix/number VT 113)

The fundamentals of medical terminology are covered with emphasis on prefixes, suffixes and root words and the meaning of the most commonly used words in medical areas as they apply to the technician in daily practice. (1 Lec.)

VETT 1171 Animal Care And Sanitation I (1)

(Former course prefix/number VT 120)

Prerequisite: Veterinary Technology 1470. This course covers the common diseases of the canine species, diseases of public health importance, disease transmission and the proper procedures for their prevention. The lab requires the students to help maintain the animals used by the Veterinary Technology program for various courses. Laboratory fee. (1 Lec., 1 Lab.)

VETT 1172 Animal Care And Sanitation II (1)

(Former course prefix/number VT 134)

Prerequisite: Veterinary Technology 1171. This course covers the common diseases of the feline species, diseases of public health importance, disease transmission and the procedures for prevention. The lab requires the students to help maintain the animals used by the Veterinary Technology program for various courses. Laboratory fee. (1 Lec., 1 Lab.)

VETT 1270 Animal Behavior (2)

(Former course prefix/number VT 122)

This course is designed to provide students with an understanding of the instincts and life functions of domestic and selected wild animals. Special emphasis is on socialization of the dog, cat and horse and behavioral problems in these species. The human/companion animal bond is also covered in selected areas of the course. (2 Lec.)

VETT 1370 Pharmacology (3)

(Former course prefix/number VT 132)

Prerequisite: Mathematics 1373. Various chemicals and drugs used in the veterinary practice are studied. Topics include the measurement of drugs, common routes of administration, proper handling and storage, principles of efficient ordering, dispensing and inventory control. Requirements of narcotic, stimulant and depressant drug control are emphasized. Basic drug categories and their use in relation to disease treatment are outlined. (3 Lec.)

VETT 1371 Equine Reproduction And Management (Elective) (3)

(Former course prefix/number VT 136)

Prerequisite: Demonstrated competence approved by the instructor prior to enrollment. This course will cover the basic principles of equine reproductive physiology, the anatomical basis of reproduction with emphasis on endocrinology. Nutrition and other related areas will be covered as well. The laboratory will also focus on basic handling, training, and husbandry of mares, foals and stallions. Laboratory fee. (2 Lec., 3 Lab.)

VETT 1470 Introduction To Veterinary Technology (4)

(Former course prefix/number VT 114)

This course is an introduction to employment areas, ethical and professional requirements and basic animal handling and care. Included are a survey of common breeds of livestock, domestic pets, and an outline of sanitation and disease principles. Laboratories provide experience and observation in restraint, behavior, grooming and basic animal nursing practices. Laboratory fee. (3 Lec., 3 Lab.)

VETT 1471 Introduction To Applied Biology And Biochemistry (4)

(Former course prefix/number VT 115)

This course is an introduction to the basic life sciences with emphasis on the cell, cellular physiology, genetics, basic principles of chemistry and biochemistry. The course will prepare students for later classes in anatomy and physiology and pharmacology. Laboratory fee. (3 Lec., 3 Lab.)

VETT 1472 Veterinary Anatomy And Physiology I (4)

(Former course prefix/number VT 121)

Prerequisite: Biology 1406. Mammalian life processes and body structure are presented on a comparative basis. A gross study of selected organ systems is made using the dog, cat, horse and cow. Laboratory fee. (3 Lec., 3 Lab.)

VETT 1473 Veterinary Anatomy And Physiology II (4)

(Former course prefix/number VT 131)

Prerequisite: Veterinary Technology 1472. This course is a continuation of Veterinary Technology 1472. Laboratory fee. (3 Lec., 3 Lab.)

VETT 1570 Clinical Pathology I (5)

(Former course prefix/number VT 135)

Prerequisite: Veterinary Technology 1470. Clinical laboratory methods are covered. Topics include internal and external parasites, CBC's, leukocytes in disease and erythrocytes in disease processes. Laboratory emphasis on identification of common parasites, internal and external, blood analysis is undertaken, including preparation of blood smears, differential cell counts, hemoglobin and packed cell volume determinations. Laboratory fee. (3 Lec., 6 Lab.)

VETT 2170 Animal Care And Sanitation III (1)

(Former course prefix/number VT 214)

Prerequisite: Veterinary Technology 1172. This course covers the common equine diseases of public health importance, disease transmission and the proper procedures for prevention. The lab requires the students to help maintain the animals used by the Veterinary Technology program for various courses. Laboratory fee. (1 Lec., 1 Lab.)

VETT 2171 Animal Care And Sanitation IV (1)

(Former course prefix/number VT 220)

Prerequisite: Veterinary Technology 2170. The course covers the common diseases of the bovine species, diseases of public health importance, disease transmission and the proper procedures for their prevention. The lab requires the students to help maintain the animals used by the Veterinary Technology program for various courses. Laboratory fee. (1 Lec., 1 Lab.)

VETT 2370 Special Projects in Veterinary Technology (Elective) (3)

(Former course prefix/number VT 215)

This course provides for individual study in some special interest area of the student's major field. The study is under the guidance of a specific faculty member who acts as advisor and performance evaluator. At the discretion of the student's advisor, a technical paper may be required together with an oral presentation for student information and discussion. Professional staff members may be invited to any special project presentation to aid in discussion of the topic presented. (3 Lec.)

VETT 2371 Radiographic Principles And Practices (3)

(Former course prefix/number VT 221)

Prerequisite: Veterinary Technology 2470 and Mathematics 1373. Lectures are used to present the theory behind the production of x-rays, machine operation and maintenance, technique chart development, factors involved in producing diagnostic quality radiographs and radiation safety procedures and precautions. Laboratory sessions focus on techniques and practice in proper positioning of the patient, calculation of correct KV and MAS settings for adequate radiographic exposure, manual processing of exposed radiographic film, quality analysis and film storage and handling. Laboratory fee. (2 Lec., 3 Lab.)

VETT 2372 Laboratory Animal Medicine (3)

(Former course prefix/number VT 223)

Prerequisite: Veterinary Technology 1470 and 2470. This course introduces handling, restraint, sexing and uses of common laboratory animal species. Methods of husbandry and management to control or prevent common disease species in each of the species considered. Techniques of rodent anesthesia and surgery are presented and practiced. The purpose, concepts and theory of gnotobiotics and axenic techniques are explained. The ethical differences in functional responsibility occurring between veterinary technicians employed in research institutions as compared to employment in veterinary hospitals are emphasized. Laboratory fee. (2 Lec., 3 Lab.)

VETT 2373 Clinical Seminar (Elective) (3)

(Former course prefix/number VT 217)

This course is designed to allow the student to receive on-the-job instruction from an authorized veterinarian concerning daily routine procedures. (3 Lec.)

VETT 2374 Exotic, Avian, and Reptile Medicine (3)

(Former course prefix/number VT 226)

Prerequisite: Demonstrated competence approved by the instructor prior to enrollment. This course is designed for students seeking a career working with exotic, zoo, avian, and reptile species. Emphasis will be on husbandry, nutrition, diseases, disease prevention, and treatment of these species. (3 Lec.)

VETT 2470 Anesthetics and Surgical Assistance (4)

(Former course prefix/number VT 211)

Prerequisites: Veterinary Technology 1470, 1370, and 1570. This course introduces commonly employed preanesthetic and general anesthetic agents, their methods of administration, patient monitoring while under the effects of these agents and handling of anesthetic emergencies. Principles and techniques of animal, personnel and instrument preparation for surgery, surgical assisting and post operative care are also emphasized. Laboratory periods involve individual practice in anesthetizing and monitoring animal patients and preparing for assisting the veterinarian during surgery. Laboratory fee. (3 Lec., 4 Lab.)

VETT 2471 Large Animal Assisting Techniques (4)

(Former course prefix/number VT 212)

Prerequisites: Veterinary Technology 1470 and 1370. This course covers the skills and knowledge needed to support and assist large animal practitioners. Emphasis is on principles and techniques in basic history, physical exams (T.P.R.), administration of drugs on veterinarian's prescription, bandaging techniques, general husbandry, foot and hoof care, reproductive management assisting and recordkeeping. Laboratory fee. (3 Lec., 4 Lab.)

VETT 2472 Veterinary Nursing (4)

(Former course prefix/number VT 222)

Prerequisites: Veterinary Technology 2470, 2471 and 2570. This course integrates and brings into sharp focus skills, techniques and knowledge acquired in earlier courses. In addition, new material, concepts and methods are presented in the areas of infectious and noninfectious disease, animal nursing, emergency first aid, intensive care techniques, dental problems and prophylaxis and client management and relations. Laboratory fee. (3 Lec., 3 Lab.)

VETT 2570 Clinical Pathology II (5)

(Former course prefix/number VT 213)

Prerequisite: Veterinary Technology 1570. This is a continuation of Veterinary Technology 1570 and will cover blood chemistry analysis, urinalysis, and diagnostic microbiology. Laboratory practice will emphasize the practical aspects of the biochemical profiles, urine determinators and identification of pathogenic organisms. Laboratory fee. (3 Lec., 6 Lab.)

VETT 7371 Cooperative Work Experience (3)

(Former course prefix/number VT 703)

Prerequisite: Instructor approval. This course is designed to put veterinary technical skills into practice in an instructor approved work station. Students must work directly under the supervision of a veterinarian or a technician while applying skills acquired from previous academic preparation. The student, employer and instructor will develop a written competency based learning plan with specific learning objectives. Seminar topics are designed by the instructor for each class and may include but are not limited to clinical pathology, radiology, surgery, medical records, client relations, pharmacy maintenance, animal behavior, job site interpersonal relations, employer/employee expectations and job application techniques. (1 Lec., 15 Lab.)

VETT 7471 Cooperative Work Experience (4)

(Former course prefix/number VT 704)

Prerequisite: Instructor approval. This course is designed to put veterinary technical skills into practice in an instructor approved work station. Students must work directly under the supervision of a veterinarian or a technician while applying skills acquired from previous academic preparation. The student, employer and instructor will develop a written competency based learning plan with specific learning objectives. Seminar topics are designed by the instructor for each class and may include but are not limited to clinical pathology, radiology, surgery, medical records, client relations, pharmacy maintenance, animal behavior, job site interpersonal relations, employer/employee expectations and job application techniques. (1 Lec., 20 Lab.)